

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:00 P.M. MONDAY, FEBRUARY 26, 2024
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 February 13, 2024 City Council Meeting
 - c. Claims Totaling \$51,163.40
4. **CONSENT**
 - a. January Financial Report
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
 - a. Louis Adams, Honorable Mention Winner of League of Minnesota Cities Mayor for a Day Essay Contest
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Environment and Sustainability Discussion with Russ Henry, Owner of Minnehaha Falls Landscape, Giving Tree Gardens, and Founder of Bee Safe Minneapolis
 - 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. Impact of Drafted State Legislation to Create "Missing Middle" Housing
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. February Financial Report
 - b. Eureka Recycling Annual Update
 - c. Annual Audit Presentation (March 26)

d. Annual Police Report (April 23)

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: Feb 26, 2024 07:00 PM Central Time (US and Canada)

Topic: February 26, 2024 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88540817142?pwd=WVowMlpGc3V2NWtWTWMyRm8vSmtpZz09>

Passcode: 888456

Or One tap mobile :

+13017158592,,88540817142# US (Washington DC)

+13052241968,,88540817142# US

Or Telephone:

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

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Webinar ID: 885 4081 7142

International numbers available: <https://us02web.zoom.us/j/88540817142>

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

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February 13, 2024

Call to Order

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

Roll Call

Councilors present: Evan Sayre, Sharon Kelly, Duane Pulford, Jeff Dains, 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. Councilor Sayre mentioned that item “C” of the Consent Agenda should state February instead of January. There being nothing else, Councilor Sayre moved and seconded by Councilor Pulford to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the January 23 or January 25, 2024 City Council meetings. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the January 23 and January 25, 2024 City Council meeting minutes. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Kelly moved and seconded by Councilor Pulford to approve the claims totaling \$126,229.52. Motion carried unanimously.

Consent

Councilor Sayre moved and seconded by Councilor Pulford to approve the Consent Agenda thereby approving Resolution No. 021324A – Approving the 2024 Tobacco Licenses, Resolution No. 021324B – Approving the 3.2 Off-Sale Malt Liquor License for 2024, and changing the February 27 City Council meeting to February 26 due to statewide precinct caucuses.

Special Order of Business/Recognitions/Proclamations

A. Jim Bownik’s 25-Year Work Anniversary

Jim began working for the City on February 10, 1999 as the deputy city clerk. By 2001, he held the title of administrative analyst; and subsequently assistant to the city administrator by 2003. He is a dedicated employee that wears many hats. Staff prepared a framed certificate, which Mayor Gaasch presented to Jim during the meeting.

Informational Presentations/Reports

A. Discussion with Northeast Youth and Family Services Director Angela Lewis-Dmello
Lewis-Dmello provided the Council updates on what the organization has been working on in general and on behalf of Lauderdale residents. She fielded questions as well.

The Council took a brief recess at 7:38 p.m. and returned at 7:43 p.m.

B. City Council Updates

Mayor Gaasch said she attended the Advanced Elected Leaders Institute hosted by the League of Minnesota Cities. Councilor Kelly shared that she attended a St. Paul Winter Carnival event.

Discussion/Action Item

A. Purchase of Plow and Dump Box for 2024 Ford F-350

City staff called three vendors that supply dump truck boxes and plows. The vendor we used in the past is no longer in the business of providing these items so we received quotes from two others: ABM Equipment and Crysteel Truck Equipment. Crysteel's quote was cheaper for the box and plow so we finalized equipment details with them. Crysteel holds the state contract which explains why they were cheaper than the competitor. The dump box with hoist and additional lights is \$19,230. The plow is \$10,153. Once the new truck is up and running, staff will discuss selling the current dump truck.

Councilor Kelly made a motion to approve purchase of dump box and plow from Crysteel Truck Equipment as presented. This was seconded by Councilor Dains and carried unanimously.

B. Metropolitan Council 2024 Private Property Inflow and Infiltration (I/I) Grant Agreement No. SG-20605

Butkowski explained that the City of Lauderdale was awarded a \$25,000 Private Property Inflow and Infiltration Grant from the Metropolitan Council for 2024. The grant provides Lauderdale residents with grants up to \$5,000 to help with repairs that will remove and prevent clear water from entering the wastewater treatment system.

The purpose of preventing the clear water from private sewer pipes from entering the sanitary sewer system is that it does not need to be treated as wastewater. The clean water takes up space in the wastewater system, especially during rain events that require the discharge of sewage into rivers and lakes when the system is overwhelmed. In order to proceed with participating in the grant program, the Council must approve the grant agreement with the Met Council.

Councilor Sayre made a motion to approve the Metropolitan Council 2024 Private Property Inflow and Infiltration (I/I) Grant Agreement No. SG-20605. This was seconded by Councilor Pulford and carried unanimously.

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

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February 13, 2024

Set Agenda for Next Meeting

Butkowski stated that the February 26 council meeting might include the January financial report and a discussion with Russ Henry, owner of Giving Tree Gardens.

Work Session

A. Community Development Update

Butkowski shared that St. Anthony and Falcon Heights may negotiate a new police contract. Mayor Gaasch stated that she is looking for ideas on how to further involve Lauderdale residents living in multifamily housing into community events.

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.

Adjournment

Councilor Sayre moved and seconded by Councilor Pulford to adjourn the meeting at 8:20 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: February 26, 2024
Subject: List of Claims

The claims totaling \$51,163.40 are provided for City Council review and approval that includes check numbers 28810 to 28827.

Accounts Payable

Checks by Date - Detail by Check Date

User: miles.cline
 Printed: 2/23/2024 8:22 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	34	AFSCME MN Council 5 PR Batch 50400.02.2024 Union Dues	02/16/2024 PR Batch 50400.02.2024 Unic	240.60
Total for this ACH Check for Vendor 34:				240.60
ACH	389	BCBSM Inc PR Batch 50400.02.2024 Vision Insurance	02/16/2024 PR Batch 50400.02.2024 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH	415	Securian Life Insurance Company PR Batch 50400.02.2024 Life Insurance	02/16/2024 PR Batch 50400.02.2024 Life	204.43
Total for this ACH Check for Vendor 415:				204.43
ACH	43	Public Employees Retirement Association PR Batch 50400.02.2024 PERA Coordinated PR Batch 50400.02.2024 PERA Coordinated	02/16/2024 PR Batch 50400.02.2024 PER PR Batch 50400.02.2024 PER	1,083.54 1,250.25
Total for this ACH Check for Vendor 43:				2,333.79
ACH	44	Minnesota Department of Revenue PR Batch 50400.02.2024 State Income Tax	02/16/2024 PR Batch 50400.02.2024 Statu	753.03
Total for this ACH Check for Vendor 44:				753.03
ACH	45	ICMA Retirement Corporation PR Batch 50400.02.2024 Deferred Comp PR Batch 50400.02.2024 Deferred Comp	02/16/2024 PR Batch 50400.02.2024 Def PR Batch 50400.02.2024 Def	1,647.30 1,461.32
Total for this ACH Check for Vendor 45:				3,108.62
ACH	46	Internal Revenue Service PR Batch 50400.02.2024 Medicare Employer Po PR Batch 50400.02.2024 Federal Income Tax PR Batch 50400.02.2024 FICA Employee Portio PR Batch 50400.02.2024 Medicare Employee Pc PR Batch 50400.02.2024 FICA Employer Portio	02/16/2024 PR Batch 50400.02.2024 Mec PR Batch 50400.02.2024 Fed PR Batch 50400.02.2024 FIC. PR Batch 50400.02.2024 Mec PR Batch 50400.02.2024 FIC.	285.46 2,021.64 1,220.45 285.46 1,220.45
Total for this ACH Check for Vendor 46:				5,033.46
Total for 2/16/2024:				11,686.75
28810	20	Abdo LLP	02/26/2024	
	482980	2023 Audit		14,000.00
	482980	2023 Audit		3,000.00
	482980	2023 Audit		3,000.00
	483948	2023 Audit Prep		1,800.00
	483948	2023 Audit Prep		1,800.00
	483948	2023 Audit Prep		8,400.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 28810:	32,000.00
28811	65 20297001	Allstream Inc. Fax Line	02/26/2024	88.84
			Total for Check Number 28811:	88.84
28812	373 6290221508 6290221508 6290223893 6290223893	ARAMARK Uniform & Career Apparel Gr February Uniforms February Uniforms February Uniforms February Uniforms	02/26/2024	20.22 20.22 20.22 20.22
			Total for Check Number 28812:	80.88
28813	15 79303	Be There Pest Control LLC 1Q24 Pest Control	02/26/2024	113.40
			Total for Check Number 28813:	113.40
28814	25 EMCOM-011444 EMCOM-011459 EMCOM-011475	County of Ramsey January Fleet Support January CAD Services January 911 Dispatch Services	02/26/2024	6.24 74.58 485.08
			Total for Check Number 28814:	565.90
28815	25 PRRRV-002513	County of Ramsey TIF Admin Costs	02/26/2024	511.86
			Total for Check Number 28815:	511.86
28816	25 022024	County of Ramsey Recording Fee - 1773 Fulham Street Variance	02/26/2024	46.00
			Total for Check Number 28816:	46.00
28817	25 PRRRV-002530	County of Ramsey Truth in Taxation Notice	02/26/2024	222.02
			Total for Check Number 28817:	222.02
28818	361 022026	Tom Douvier Reimbursement for Stolen Items	02/26/2024	248.00
			Total for Check Number 28818:	248.00
28819	421 PJI-0218392	GameTime Playground Equipment	02/26/2024	1,235.31
			Total for Check Number 28819:	1,235.31
28820	164 4194526	Imperial Dade Toilet Tissue	02/26/2024	212.62
			Total for Check Number 28820:	212.62
28821	31 179751	Kennedy & Graven Chartered January Legal Services	02/26/2024	877.50
			Total for Check Number 28821:	877.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
28822	30 400499	League of Minnesota Cities JB - 2024 Safety & Loss Control Workshop	02/26/2024	20.00
			Total for Check Number 28822:	20.00
28823	388 PS-INV103946	PeopleService Inc March Wastewater	02/26/2024	630.00
			Total for Check Number 28823:	630.00
28824	5 619861-01-24	Premium Waters Inc January Water Bottles	02/26/2024	29.76
			Total for Check Number 28824:	29.76
28825	26 2188870	Stantec Consulting Services Inc EPA Request for Info Response	02/26/2024	1,469.25
			Total for Check Number 28825:	1,469.25
28826	90 9955556970 9955556970 9955556970	Verizon Wireless January Cell Phone January Cell Phone January Cell Phone	02/26/2024	61.67 61.67 123.33
			Total for Check Number 28826:	246.67
28827	74 863668738 863668738 863741035 863777904 863885920 863885920 863885920 863885920 863885920 864142340	Xcel Energy 1891 Walnut Street 1891 Walnut Street 2430 Larpenteur Avenue W Larpenteur Bridge Lights 1917 Walnut Street 1885 Fulham Street 1885 Fulham Street 1917 Walnut Street Larpenteur Avenue	02/26/2024	69.29 381.75 4.72 38.75 118.27 127.02 86.38 26.14 26.32
			Total for Check Number 28827:	878.64
			Total for 2/26/2024:	39,476.65
			Report Total (25 checks):	51,163.40

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date February 26, 2024

ITEM NUMBER January Financial Report

STAFF INITIAL 

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 January 2024. These reports are pre-audit and do not include all year-end adjusting entries.

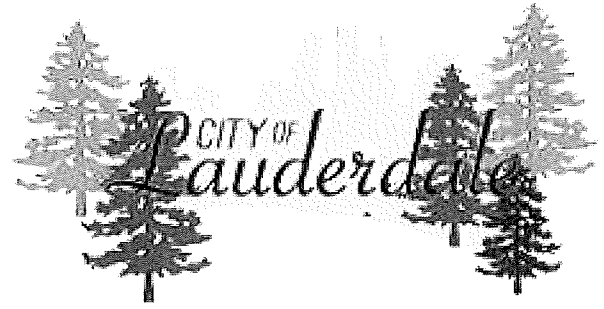
OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's financial report for January 2024.

General Ledger

Cash Balances



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-2,881,125.78	1,137,953.37	1,079,980.91	-2,823,153.32
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	42,450.17	3,419.79	1,356.39	44,513.57
Cash	227-00000-000-10100	74,244.64	7,857.57	5,511.43	76,590.78
Cash	306-00000-000-10100	231,700.78	70,920.18	109,037.50	193,583.46
Cash	401-00000-000-10100	102,802.45	218.66	3,763.34	99,257.77
Cash	403-00000-000-10100	395,600.99	939.32	0.00	396,540.31
Cash	404-00000-000-10100	201,321.83	444.48	0.00	201,766.31
Cash	406-00000-000-10100	352,737.30	778.77	0.00	353,516.07
Cash	414-00000-000-10100	383,100.64	695.12	68,253.00	315,542.76
Cash	416-00000-000-10100	93,822.85	0.00	0.00	93,822.85
Cash	602-00000-000-10100	941,588.78	16,775.01	36,426.97	921,936.82
Cash	603-00000-000-10100	407,049.90	10,798.88	7,683.45	410,165.33
Current Assets		345,394.55	1,250,801.15	1,312,012.99	284,182.71
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	4,033,662.84	33,487.15	200,036.68	3,867,113.31
Investments		4,033,662.84	33,487.15	200,036.68	3,867,113.31
Grand Total		<u>4,379,357.39</u>	<u>1,284,288.30</u>	<u>1,512,049.67</u>	<u>4,151,596.02</u>

General Ledger Revenue vs Expense

User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
101	General Fund					
	Revenue					
	Taxes	1,110,179.00	-533.07	-533.07	1,110,712.07	-0.05
	Licenses and Permits	58,650.00	2,407.33	2,407.33	56,242.67	4.10
	Intergovernmental Revenues	566,639.00	0.00	0.00	566,639.00	0.00
	Charges for Services	13,550.00	527.45	527.45	13,022.55	3.89
	Fines and Forfeits	25,000.00	0.00	0.00	25,000.00	0.00
	Miscellaneous Revenue	22,500.00	27,174.57	27,174.57	-4,674.57	120.78
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Revenue	1,796,518.00	29,576.28	29,576.28	1,766,941.72	1.65
	Expense					
	Personal Services	452,803.00	24,788.22	24,788.22	428,014.78	5.47
	Supplies	17,044.00	2,018.36	2,018.36	15,025.64	11.84
	Other Services and Charges	1,326,671.00	26,138.82	26,138.82	1,300,532.18	1.97
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Expense	1,796,518.00	52,945.40	52,945.40	1,743,572.60	2.95
101	General Fund	0.00	-23,369.12	-23,369.12	23,369.12	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue					
	Taxes	15,000.00	3,321.73	3,321.73	11,678.27	22.14
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	400.00	98.06	98.06	301.94	24.52
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	15,400.00	3,419.79	3,419.79	11,980.21	22.21
	Expense					
	Personal Services	10,867.00	817.23	817.23	10,049.77	7.52
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	12,900.00	0.00	0.00	12,900.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Expense	23,767.00	817.23	817.23	22,949.77	3.44
226	Communications	-8,367.00	2,602.56	2,602.56	-10,969.56	-31.11

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	6,118.00	0.00	0.00	6,118.00	0.00
	Miscellaneous Revenue	<u>69,220.00</u>	<u>1,771.57</u>	<u>1,771.57</u>	<u>67,448.43</u>	<u>2.56</u>
	Revenue	75,338.00	1,771.57	1,771.57	73,566.43	2.35
	Expense					
	Personal Services	27,892.00	2,064.49	2,064.49	25,827.51	7.40
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	44,363.00	0.00	0.00	44,363.00	0.00
	Capital Outlay	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>
	Expense	72,605.00	2,064.49	2,064.49	70,540.51	2.84
227	Recycling	2,733.00	-292.92	-292.92	3,025.92	-10.72

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
228	Fund					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Expense	0.00	0.00	0.00	0.00	0.00
228	Fund	0.00	0.00	0.00	0.00	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
305	GO TIF Revenue Bonds 2018A					
	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
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
305	GO TIF Revenue Bonds 2018A	0.00	0.00	0.00	0.00	0.00

General Ledger

Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	2,000.00	426.45	426.45	1,573.55	21.32
	Other Financing Sources	<u>121,275.00</u>	<u>70,493.73</u>	<u>70,493.73</u>	<u>50,781.27</u>	<u>58.13</u>
	Revenue	123,275.00	70,920.18	70,920.18	52,354.82	57.53
	Expense					
	Other Services and Charges	1,000.00	475.00	475.00	525.00	47.50
	Debt Service	<u>116,313.00</u>	<u>108,562.50</u>	<u>108,562.50</u>	<u>7,750.50</u>	<u>93.34</u>
	Expense	117,313.00	109,037.50	109,037.50	8,275.50	92.95
306	2019A Improvement Bonds	5,962.00	-38,117.32	-38,117.32	44,079.32	-639.34

General Ledger Revenue vs Expense

User: heather.butkowski
 Printed: 2/15/2024 1:59:55 PM
 Period 01 - 01
 Fiscal Year 2024



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
401	General Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	3,500.00	218.66	218.66	3,281.34	6.25
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	3,500.00	218.66	218.66	3,281.34	6.25
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	91,000.00	0.00	0.00	91,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	91,000.00	0.00	0.00	91,000.00	0.00
401	General Capital Projects	-87,500.00	218.66	218.66	-87,718.66	-0.25

General Ledger Revenue vs Expense



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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	9,000.00	873.55	873.55	8,126.45	9.71
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	9,000.00	873.55	873.55	8,126.45	9.71
	Expense					
	Other Services and Charges	500.00	0.00	0.00	500.00	0.00
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	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
	Expense	5,500.00	0.00	0.00	5,500.00	0.00
403	Street Capital Projects	3,500.00	873.55	873.55	2,626.45	24.96

General Ledger

Revenue vs Expense



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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	Park Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	5,000.00	444.48	444.48	4,555.52	8.89
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	5,000.00	444.48	444.48	4,555.52	8.89
	Expense					
	Supplies	0.00	0.00	0.00	0.00	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
	Expense	0.00	0.00	0.00	0.00	0.00
404	Park Capital Projects	5,000.00	444.48	444.48	4,555.52	8.89

General Ledger Revenue vs Expense



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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
406	Park Dedication Revenue	8,000.00	778.77	778.77	7,221.23	9.73
	Miscellaneous Revenue					
	Revenue	8,000.00	778.77	778.77	7,221.23	9.73
406	Park Dedication	8,000.00	778.77	778.77	7,221.23	9.73

General Ledger Revenue vs Expense



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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development Revenue					
	Miscellaneous Revenue	8,000.00	695.12	695.12	7,304.88	8.69
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Revenue	8,000.00	695.12	695.12	7,304.88	8.69
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>68,253.00</u>	<u>68,253.00</u>	<u>68,253.00</u>	<u>0.00</u>	<u>100.00</u>
	Expense	68,253.00	68,253.00	68,253.00	0.00	100.00
414	Development	-60,253.00	-67,557.88	-67,557.88	7,304.88	112.12

General Ledger Revenue vs Expense



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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
415	Housing Redevelopment					
	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
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	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
	Expense	0.00	0.00	0.00	0.00	0.00
415	Housing Redevelopment	0.00	0.00	0.00	0.00	0.00

General Ledger Revenue vs Expense



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 Period 01 - 01
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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	3,500.00	0.00	0.00	3,500.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	3,500.00	0.00	0.00	3,500.00	0.00
	Expense					
	Other Services and Charges	1,500.00	0.00	0.00	1,500.00	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
	Expense	1,500.00	0.00	0.00	1,500.00	0.00
416	TIF District No. 1-2	2,000.00	0.00	0.00	2,000.00	0.00

General Ledger Revenue vs Expense

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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer Revenue	0.00	0.00	0.00	0.00	0.00
	Intergovernmental Revenues	309,218.00	14,857.77	14,857.77	294,360.23	4.80
	Charges for Services	20,000.00	2,030.97	2,030.97	17,969.03	10.15
	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
	Revenue	329,218.00	16,888.74	16,888.74	312,329.26	5.13
	Expense					
	Personal Services	78,270.00	5,823.88	5,823.88	72,446.12	7.44
	Supplies	850.00	0.00	0.00	850.00	0.00
	Other Services and Charges	214,410.00	30,236.10	30,236.10	184,173.90	14.10
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	293,530.00	36,059.98	36,059.98	257,470.02	12.28
602	Sanitary Sewer	35,688.00	-19,171.24	-19,171.24	54,859.24	-53.72

General Ledger

Revenue vs Expense

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 Period 01 - 01
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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	Storm Water Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	132,025.00	9,915.38	9,915.38	122,109.62	7.51
	Miscellaneous Revenue	9,000.00	903.57	903.57	8,096.43	10.04
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	141,025.00	10,818.95	10,818.95	130,206.05	7.67
	Expense					
	Personal Services	67,019.00	4,933.61	4,933.61	62,085.39	7.36
	Supplies	850.00	0.00	0.00	850.00	0.00
	Other Services and Charges	28,621.00	2,289.17	2,289.17	26,331.83	8.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	96,490.00	7,222.78	7,222.78	89,267.22	7.49
603	Storm Water	44,535.00	3,596.17	3,596.17	40,938.83	8.07

General Ledger

Revenue vs Expense

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 Period 01 - 01
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Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
999	Fund					
	Revenue					
	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
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	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
	Expense	0.00	0.00	0.00	0.00	0.00
999	Fund	0.00	0.00	0.00	0.00	0.00

General Ledger

Revenue vs Expense



User: heather.butkowski
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 Period 01 - 01
 Fiscal Year 2024

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		2,517,774.00	136,406.09	136,406.09	2,381,367.91	0.0542
Expense Total		2,566,476.00	276,400.38	276,400.38	2,290,075.62	0.1077
Grand Total		-48,702.00	-139,994.29	-139,994.29	91,292.29	2.8745

**LAUDERDALE COUNCIL
ACTION FORM**

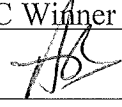
Action Requested

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

Meeting Date February 26, 2024

ITEM NUMBER LMC Winner Louis Adams

STAFF INITIAL _____



APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Lauderdale resident Louis Adams, a fifth grader at Brimhall Elementary, was an honorable mention winner of the recent League of Minnesota Cities' Mayor for a Day contest. Louis plans to attend the meeting to read his essay. Staff prepared items for the Council to give to Louis.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

Louis Adams' – LMC Honorable Mention Essay

If I was mayor of my town, Lauderdale, MN for a day I would help my community with pie. You might be asking yourself, "How could pie help?" Well, our community is very small and not well known, but pie could make Lauderdale famous. You see, there aren't many people in our town and some people live nearby and don't even know about Lauderdale. As mayor, I would make an event called Pie Fest. The town's bakers can sign up to compete for the title, "Lauderdale's Best Pie Baker."

The main event will be the pie baking competition. Lots of people will come and enjoy the pies and we will even have games and food. Lots of people will come from miles around and get to know each other and you could even make a new friend. People might even want to move here after seeing our beautiful town.

As mayor, I will let all the citizens decide on what we do with all the money gathered at Pie Fest. I will invite all citizens to a meeting to share ideas and vote on their favorite. Not only will people enjoy pie, have fun, and make friends, the money raised will go to a great cause that the citizens care about. With Pie Fest, the Twin Cities might even want to add Lauderdale and become the Triplet Cities.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date February 26, 2024

ITEM NUMBER Enviro Disc w/Russ Henry

STAFF INITIAL

KB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Russ Henry, Owner of Minnehaha Falls Landscape, Giving Tree Gardens, and Founder of Bee Safe Minneapolis, came highly recommended as a knowledgeable speaker on the environment/ sustainability. As the Council looks to support residents' sustainability projects, educate the community about pollinator health, and start an environmental commission, he seemed like a resource to launch those discussions and projects. Attached is a bio from the Minnesota State Horticulture Society website.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:



RETURN TO SPEAKER ROSTER

Russ Henry

Minneapolis, MN

(612) 227-0115

rhenry@givingtreegardens.com

<https://www.minnehahafallslandscape.com/>

Bio

About Russ

As the president of Minnehaha Falls Landscape & Giving Tree Gardens, and the founder of Bee Safe Minneapolis, Russ Henry has been protecting and growing ecosystems across Minnesota for decades. Together his landscaping and garden companies install, manage, and restore hundreds of properties throughout the Twin Cities with native pollinator plants and without the use of pesticides or synthetic fertilizers. Russ has a soil-health based approach to all his

work. As a certified Soil Life Consultant, he scientifically explores and supports soil health, the foundation for beauty and productivity in all landscapes. As an activist and educator, Russ advises individuals and organizations who want to grow healthy ecosystems. Recently, Russ served as the Chair of the Pesticide Advisory Committee for the Minneapolis Park Board. In this role and in a similar role at Minneapolis Public Schools Russ worked for public and environmental health through pesticide elimination and ecosystem regeneration. Enchanting landscape designs, clean water, compost, urban farming, healthy food access, pollinators, soil health, rain gardens, native plantings, are all part of Russ' work both through his companies and through his ongoing advocacy. Learn more about Russ' work at: <https://www.minnehahafallslandscape.com/>

Language/s Spoken: English

Presentation Topics

Affiliations

Minnesota State Horticultural Society
1935 County Road B2 W, Suite 125
Roseville, MN 55113

Questions? Call 651-643-3601
or email info@northerngardener.org

The Minnesota State Horticultural Society is located on Dakota land.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
Public Hearing _____
Discussion X _____
Action _____
Resolution _____
Work Session _____

Meeting Date February 26, 2024

ITEM NUMBER Missing Middle Housing

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Mayor Gaasch added this discussion on state legislation regarding "Missing Middle" housing. Attached is the current bill being discussed. The concern of cities is that the law will limit their ability to govern in the interest of their residents and property owners. Staff were asked by Metro Cities to comment on the proposed legislation. Those comments are attached.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

- 1.1 A bill for an act
- 1.2 relating to local government; establishing minimum allowable densities on
- 1.3 residential lots in cities; requiring the authorization of middle housing types to be
- 1.4 built on residential lots; authorizing subdivision of residential lots; limiting parking
- 1.5 requirements established by cities; requiring the Minnesota Housing Finance
- 1.6 Agency to create a model ordinance for cities; limiting city aesthetic mandates on
- 1.7 residential building permits; proposing coding for new law in Minnesota Statutes,
- 1.8 chapter 462.
- 1.9 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:
- 1.10 Section 1. [462.3575] CITY MINIMUM RESIDENTIAL DENSITIES AND
- 1.11 ASSOCIATED REQUIREMENTS.
- 1.12 Subdivision 1. Definitions. (a) For the purposes of this section, the following terms have
- 1.13 the meanings given them.
- 1.14 (b) "Accessory dwelling unit" means any building that contains one dwelling unit used,
- 1.15 intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or
- 1.16 occupied for living purposes and is located on the same property as an existing dwelling.
- 1.17 An accessory dwelling unit may be attached or detached from the existing dwelling.
- 1.18 (c) "Affordable housing" means a residential dwelling unit affordable to households at
- 1.19 or below 115 percent of the area median household income, for an owner-occupied unit, or
- 1.20 at or below 60 percent of the area median household income, for a unit that is leased. The
- 1.21 deed or declaration for the unit must also contain a restrictive covenant requiring the property
- 1.22 to remain affordable housing for at least ten years, if the unit is owner-occupied, or at least
- 1.23 30 years if the unit is leased.

2.1 (d) "All-electric and efficient home" means a residential dwelling unit that utilizes
2.2 electricity as its sole source of energy for heating, hot water heating, cooling, and appliances,
2.3 and meets the most current minimum efficiency standards of a zero energy ready home
2.4 under the Zero Energy Ready Home program administered by United States Department
2.5 of Energy.

2.6 (e) "City" means a home rule charter or statutory city.

2.7 (f) "Cottage housing" means residential dwelling units on a lot with a common open
2.8 space that either:

2.9 (1) is owned in common; or

2.10 (2) has units owned as condominium units with property owned in common and a
2.11 minimum of 20 percent of the lot size as open space.

2.12 (g) "Courtyard apartment" means a building with up to four attached residential dwelling
2.13 units arranged on two or three sides of a yard or garden.

2.14 (h) "Duplex" means a two family home, classified as an IRC-2 in the State Building
2.15 Code and not meeting the definition of townhouse.

2.16 (i) "Fiveplex" means a building containing five residential dwelling units intended for
2.17 nontransient occupancy and not meeting the definition of townhouse.

2.18 (j) "Fourplex" means a building containing four residential dwelling units intended for
2.19 nontransient occupancy and not meeting the definition of townhouse.

2.20 (k) "Lot" means any contiguous parcel of land in the possession of, owned by, or recorded
2.21 as the property of the same claimant or person.

2.22 (l) "Major transit stop" means a stop or station for a guideway or for a busway, as the
2.23 terms are defined in section 473.4485, subdivision 1.

2.24 (m) "Middle housing" means buildings that are single-family detached homes and
2.25 residential properties that are compatible in scale, form, and character with single-family
2.26 detached homes. Middle housing includes all of the following housing types:

2.27 (1) duplexes;

2.28 (2) triplexes;

2.29 (3) fourplexes;

2.30 (4) fiveplexes;

2.31 (5) sixplexes;

3.1 (6) townhouses;

3.2 (7) stacked flats;

3.3 (8) courtyard apartments;

3.4 (9) cottage housing; and

3.5 (10) single-family detached homes.

3.6 (n) "Residential dwelling unit" or "unit" means a residential dwelling unit for the use of
3.7 a single owner or tenant, and applies to any type of residential structure unless otherwise
3.8 specified.

3.9 (o) "Single-family detached home" means any building that contains one residential
3.10 dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out
3.11 to be occupied, or occupied for living purposes that is not attached to another structure.

3.12 (p) "Sixplex" means a building containing six residential dwelling units intended for
3.13 nontransient occupancy and not meeting the definition of townhouse.

3.14 (q) "Stacked flat" means a nontransient residential building of no more than three stories
3.15 on a lot zoned for residential development in which each floor is a residential dwelling unit.

3.16 (r) "Townhouse" means a single-family residential dwelling unit constructed in a group
3.17 of three or more attached units in which each unit extends from the foundation to the roof
3.18 and with open space on at least two sides. Each single-family residential dwelling unit shall
3.19 be considered to be a separate building. Separate building service utilities shall be provided
3.20 to each single-family residential dwelling unit when required by the Minnesota State Building
3.21 Code.

3.22 (s) "Triplex" means a building containing three residential dwelling units intended for
3.23 nontransient occupancy and not meeting the definition of townhouse.

3.24 Subd. 2. **Middle housing types permitted.** A city must authorize at least six types of
3.25 middle housing other than single-family detached homes to be built on residential lots in
3.26 the city to achieve the density requirements in this section.

3.27 Subd. 3. **Cities of the first class; required residential densities.** (a) A city of the first
3.28 class must permit the development of at least four residential dwelling units on any residential
3.29 lot that is more than one-half mile from a major transit stop, unless one of the following
3.30 criteria are met:

3.31 (1) if all of the units are all-electric and efficient homes, the city must permit the
3.32 development of at least six residential dwelling units on the lot;

4.1 (2) if at least two of the units are affordable housing, the city must permit the development
4.2 of at least six residential dwelling units on the lot; or

4.3 (3) if all of the units are all-electric and efficient homes and at least two of the units are
4.4 also affordable housing, the city must permit the development of at least eight residential
4.5 dwelling units on the lot.

4.6 (b) A city of the first class must permit the development of at least six residential dwelling
4.7 units on any residential lot that is one half-mile or less from a major transit stop, unless one
4.8 of the following criteria are met:

4.9 (1) if all of the units are all-electric and efficient homes, the city must permit the
4.10 development of at least eight residential dwelling units on the lot;

4.11 (2) if at least two of the units are affordable housing, the city must permit the development
4.12 of at least eight residential dwelling units on the lot; or

4.13 (3) if all of the units are all-electric and efficient homes and at least two of the units are
4.14 also affordable housing, the city must permit the development of at least ten residential
4.15 dwelling units on the lot.

4.16 (c) The requirements of this subdivision apply regardless of the types of middle housing
4.17 authorized by the city under subdivision 2.

4.18 **Subd. 4. Other cities; required residential densities.** (a) A city of the second, third,
4.19 or fourth class must permit the development of at least two residential dwelling units on
4.20 any residential lot that is more than one half-mile from a major transit stop, unless one of
4.21 the following criteria are met:

4.22 (1) if all of the units are all-electric and efficient homes the city must permit the
4.23 development of at least three residential dwelling units on the lot;

4.24 (2) if at least two of the units are affordable housing, the city must permit the development
4.25 of at least three residential dwelling units on the lot; or

4.26 (3) if all of the units are all-electric and efficient homes and at least two of the units are
4.27 also affordable housing, the city must permit the development of at least four residential
4.28 dwelling units on the lot.

4.29 (b) A city of the second, third, or fourth class must permit the development of at least
4.30 four residential dwelling units on any residential lot that is one half-mile or less from a
4.31 major transit stop, unless one of the following criteria are met:

5.1 (1) if all of the units are all-electric and efficient homes, the city must permit the
5.2 development of at least six residential dwelling units on the lot;

5.3 (2) if at least two of the units are affordable housing, the city must permit the development
5.4 of at least six residential dwelling units on the lot; or

5.5 (3) if all of the units are all-electric and efficient homes and at least two of the units are
5.6 also affordable housing, the city must permit the development of at least eight residential
5.7 dwelling units on the lot.

5.8 (c) The requirements of this subdivision apply regardless of the types of middle housing
5.9 authorized by the city under subdivision 2.

5.10 Subd. 5. **Municipal standards.** (a) Any standards, performance conditions, or
5.11 requirements imposed by a city for residential dwelling units permitted under subdivisions
5.12 3 and 4 must directly relate to protecting public health, safety, and general welfare.

5.13 (b) A city may not use official controls to prohibit the application of this section, including
5.14 imposing performance conditions, standards, requirements, ordinances, fees, exactions, and
5.15 dedications on any residential dwelling unit or development that are more restrictive than
5.16 those in this section or other law or rule.

5.17 Subd. 6. **Commercial district designation.** A city that does not have a major transit
5.18 stop within the boundaries of the city must designate the boundaries of at least one
5.19 commercial district in the city. The commercial district must be adjacent to residential
5.20 property. The boundaries of the commercial district must be treated as a major transit stop
5.21 for the purposes of determining properties to which the densities in subdivisions 3 and 4
5.22 apply.

5.23 Subd. 7. **Accessory dwelling units authorized.** (a) An accessory dwelling unit may be
5.24 built on any residential lot in a city, regardless of total lot size, street frontage, connectivity
5.25 between the accessory dwelling unit and the primary dwelling on the lot, and whether the
5.26 lot is occupied by the property owner, so long as the accessory dwelling unit is built in
5.27 conformance with the Minnesota State Building Code.

5.28 (b) A city may permit more than one accessory dwelling unit to be built on a residential
5.29 lot.

5.30 Subd. 8. **Minimum lot size permitted.** (a) A city may, by ordinance, require a minimum
5.31 lot size in accordance with this subdivision to which the density requirements of subdivisions
5.32 3 and 4 apply.

5.33 (b) A minimum lot size for a city of the first class must not be greater than:

6.1 (1) 2,500 square feet for a single-family detached home, duplex, triplex, fourplex,
6.2 fiveplex, sixplex, stacked flat, and courtyard apartment, or

6.3 (2) 1,200 square feet for a townhome and cottage housing.

6.4 (c) A minimum lot size for a city of the second, third, or fourth class must not be greater
6.5 than:

6.6 (1) 4,000 square feet for a single-family detached home, duplex, triplex, fourplex,
6.7 fiveplex, sixplex, stacked flat, and courtyard apartment, or

6.8 (2) 1,200 square feet for a townhome and cottage housing.

6.9 Subd. 9. City official controls; limitations. (a) City official controls establishing,
6.10 directly or indirectly, the permitted size, scale, or form of a building may only impose the
6.11 following limitations:

6.12 (1) building height maximums;

6.13 (2) yard or setback requirements;

6.14 (3) maximum lot coverage;

6.15 (4) impervious surface maximums;

6.16 (5) lot width minimums;

6.17 (6) lot area minimums; and

6.18 (7) a maximum number of residential units per lot.

6.19 (b) City official controls must not impose architectural features, minimum square footage,
6.20 garage square footage, or floor area ratios, and must not create practical difficulties in the
6.21 placement of residential units on any lot.

6.22 (c) City official controls establishing, directly or indirectly, the maximum square footage,
6.23 gross floor area, or other size standard for residential dwelling units must be increased by
6.24 at least ten percent per single-family unit built on a lot where multiple single-family units
6.25 will be developed. A city may opt not to adjust a height standard for single-family units
6.26 entitled to other standard adjustments under this paragraph.

6.27 (d) A city must reduce a setback standard by at least one foot for an all-electric and
6.28 efficient home.

6.29 Subd. 10. Parking requirements limited. (a) A city may not require off-street parking
6.30 space for a residential dwelling unit that is one half-mile or less from a major transit stop.

7.1 (b) A city may not require more than one off-street parking space per residential dwelling
7.2 unit that is over one half-mile from a major transit stop.

7.3 Subd. 11. **Affordable housing; replacement required.** Affordable housing on a
7.4 residential lot may only be demolished or remodeled for the construction of middle housing
7.5 if the middle housing development will create at least as many affordable housing units as
7.6 exist in the structure to be demolished or remodeled.

7.7 Subd. 12. **Subdivision of lots permitted; administrative review process established.** (a)
7.8 Notwithstanding any law, rule, or ordinance to the contrary, a city must permit a residential
7.9 lot to which the density requirements of subdivisions 3 and 4 apply to be subdivided in a
7.10 manner that allows all units to be built on the property to be single-family detached homes.

7.11 (b) A residential lot created from the subdivision of property under paragraph (a) that
7.12 is smaller than a minimum lot size required pursuant to subdivision 8 is not subject to the
7.13 density requirements under subdivisions 3 and 4.

7.14 (c) Notwithstanding any law, rule, or ordinance to the contrary, a city must permit units
7.15 on residential lots created from the subdivision process under paragraph (a) to share water,
7.16 wastewater, and sanitary sewer infrastructure.

7.17 (d) A city shall process an application to subdivide a residential lot in accordance with
7.18 the procedures under subdivision 13.

7.19 Subd. 13. **Administrative design review process established.** (a) Notwithstanding
7.20 section 462.358, subdivision 3b, or any other law, rule, or ordinance to the contrary, a city
7.21 must establish an administrative design review process for building permits for middle
7.22 housing development projects and subdivision applications under subdivision 12. The
7.23 administrative review process must review and approve or deny such building permit and
7.24 subdivision applications based on the application's alignment with the city's comprehensive
7.25 plan and other applicable zoning requirements. The administrative review process shall not
7.26 involve a public hearing unless one is required by state or federal law or the project involves
7.27 or affects a lot located in a historic district under section 138.73. The city may hold a public
7.28 hearing on a building permit or subdivision application under this section for requests for
7.29 variances from city zoning requirements. Except as provided in paragraph (b), an application
7.30 subject to the administrative design review process under this paragraph must be approved
7.31 or disapproved within 60 days following the receipt by the city of a completed application
7.32 by the applicant. If the city fails to approve or disapprove an application within 60 days,
7.33 the application shall be deemed approved.

8.1 (b) A city must specify in writing all requirements for an application for a building
8.2 permit for middle housing or for a subdivision to be considered complete. The written
8.3 completion requirements must accompany each application.

8.4 (c) An applicant may direct the city to toll the 60-day review period for an application
8.5 for a building permit for middle housing or for a subdivision application under subdivision
8.6 12. The applicant may also direct the city to begin to run the 60-day time period for an
8.7 application that was previously tolled upon request by the applicant. A request under this
8.8 paragraph must be in writing. A city may not charge a fee to the applicant for a request
8.9 under this paragraph.

8.10 Subd. 14. **Model ordinance.** (a) On or before December 31, 2024, the commissioner of
8.11 the Minnesota Housing Finance Agency must develop and publish a model ordinance for
8.12 adoption by cities that addresses the requirements of this section. On or before July 1, 2025,
8.13 a city must adopt the model ordinance under this subdivision or amend its official controls
8.14 to be consistent with the requirements of this section as part of an alternative density plan
8.15 under subdivision 15.

8.16 (b) The Minnesota Housing Finance Agency must convene an advisory group of
8.17 stakeholders to provide information during the development of the model ordinance. The
8.18 advisory group must represent expertise in city administration, housing affordability, housing
8.19 construction, municipal land use planning and zoning, and any other topics that the agency
8.20 determines are necessary.

8.21 Subd. 15. **Alternative density plans.** A city may develop an alternative density plan
8.22 and submit the plan to the commissioner of the Minnesota Housing Finance Agency for
8.23 approval. The commissioner may approve an alternative density plan under this subdivision
8.24 only if the city demonstrates that the plan will result in an equal or greater amount of middle
8.25 housing production that would occur with the adoption of the model ordinance under
8.26 subdivision 14. The commissioner must approve or disapprove an alternative density plan
8.27 within 120 days of the day of receipt of the plan by the commissioner.

8.28 Subd. 16. **Exception.** This section does not apply to any parcel located in a floodplain.

8.29 Subd. 17. **State Building Code; State Fire Code.** This section does not modify any
8.30 requirement of the State Building Code or State Fire Code.

8.31 **EFFECTIVE DATE.** This section is effective July 1, 2025, except that subdivisions
8.32 1, 14, and 15 are effective July 1, 2024.

9.1 Sec. 2. [462.3576] LIMITATION ON AESTHETIC MANDATES FOR CITIES.

9.2 A home rule charter or statutory city must not condition approval of a residential building
9.3 permit, subdivision development, or planned unit development on the use of one or more
9.4 of the following:

9.5 (1) specific materials for aesthetic reasons for property used for a residential purpose as
9.6 defined by the State Building Code;

9.7 (2) minimum square footage or floor area ratios;

9.8 (3) architectural design elements including, but not limited to, decks, balconies, porches,
9.9 gables, roof pitch, and elevation design standards;

9.10 (4) garage square footage; or

9.11 (5) common space, pools, or any common property necessitating a homeowner's
9.12 association.

9.13 **EFFECTIVE DATE.** This section is effective July 1, 2024.

Heather Butkowski

From: Heather Butkowski
Sent: Friday, February 16, 2024 3:58 PM
To: 'McDonnell, Ania'
Subject: RE: "Missing Middle" Housing Bill

Hi Ania,

My thought came from a couple of different issues we deal with.

One is simply that there various rules and timeframes for many things we have to remember, to the extent things are the same to what we are already doing the better.

My comment also draws on our experience working with applicants on zoning projects. They rarely have everything ready to make a complete submittal. They want to turn in everything piecemeal. That triggers problems with the 15 review period. This legislation seems to emphasize the city employees need to expedite review. In reality, the applicants will likely not be submitting complete materials and we will have to have a way to pause the review period, tell them what they are missing, and make it clear that the review won't proceed without those items.

I also suspect that applications to create this "missing middle" housing may require variances. If so, any requirements to review these applications can't have deadlines that are faster than zoning. If that doesn't make sense, I can give you a call to see how you think these applications for missing middle housing may end up working. Maybe my ideas are out in left field.

Have a good weekend,
Heather

From: McDonnell, Ania <ania@metrocitiesmn.org>
Sent: Thursday, February 15, 2024 5:44 PM
To: Heather Butkowski <Heather.Butkowski@lauderdalemn.org>
Subject: RE: "Missing Middle" Housing Bill

Caution: This email originated outside our organization; please use caution.

Hi Heather,

Can you expand a little on the point where you said the administrative design review process should mirror existing zoning review process timeframes – some more specific about why this is important would help.

Thank you!

From: Heather Butkowski <Heather.Butkowski@lauderdalemn.org>
Sent: Tuesday, February 13, 2024 12:34 PM
To: McDonnell, Ania <ania@metrocitiesmn.org>; Nauman, Patricia <patricia@metrocitiesmn.org>
Subject: RE: "Missing Middle" Housing Bill

Good afternoon,

I have so many thoughts and questions it is hard to be concise. Tell me if I am misunderstanding any part of the proposed language.

It is unclear to me whether their language of “must allow development” means it only applies to new construction or existing construction. I will assume that effectively this means that what are now single-family homes will be allowed to be more than that. This has a different impact depending on the location of the dwelling. In Lauderdale, it means more single-family homes will be bought and converted to duplexes because of the high demand for rental housing since we are near the U of M. That may not be the same impact in other communities where the draw of rental units is not as high. What I think legislators should know (which should be obvious) is that allowing housing to be more than one unit changes its market value. In a place like Lauderdale that has naturally occurring affordable owner occupied housing, the prices of what are now affordable single-family units will go up due to the demand for rental units. In the quest to create more affordable housing units, it is at the loss of the other goal of maintaining affordable owner occupied units that we all agree are the backbone of what creates generational wealth.

What I hope legislators also consider is neighborhood impact and own the backlash that results from these changes. When you buy a house you look around and see if the neighborhood is one that matches what you are looking for. These laws will change neighborhoods. We have been dealing with this issue due to single-family homes being purchased by investors that rent to more individuals/adults than a typical family would have. It creates issues with things like parking and the different levels of care and maintenance given to owner-occupied housing versus rented housing. I think over time these laws will create highly concentrated investor owned units in neighborhoods where housing is more affordable and not change housing patterns in areas where housing is higher priced.

I have no idea what the minimum lot size is supposed to accomplish.

If there must be an expedient administrative design review process, it should mirror the existing zoning review process timeframes. I suspect many applications for missing middle housing will request variances.

Take care,
Heather

From: McDonnell, Ania <ania@metrocitiesmn.org>

Sent: Friday, February 9, 2024 4:58 PM

To: tshimek@whitebearlake.org; danette.parr@maplewoodmn.gov; jwischnack@eminnetonka.com; jwedel@PriorLakeMN.gov; eric.searles@woodburymn.gov; Heather Butkowski <Heather.Butkowski@lauderdalemn.org>; achirpich@columbiaheightsmn.gov

Cc: Nauman, Patricia <patricia@metrocitiesmn.org>

Subject: "Missing Middle" Housing Bill

Caution: This email originated outside our organization; please use caution.

Good afternoon,

Thank you for agreeing to serve as an informal 'kitchen cabinet' on housing policy bills this session. The session will begin on Monday the 12th, and Metro Cities is anticipating a number of bills that will be consequential for cities.

This week, we received draft bill language for legislation aimed at “missing middle” housing (see attached). Representative Larry Kraft- St Louis Park, will author this bill in the House, and we expect the Senate bill may be authored by Senator Nicole Mitchell-Woodbury. The bill contains a wide range of local preemption provisions, including:

- Cities of the first-class must allow development of four dwelling units on any residential lot

- Cities of the second, third and fourth class must allow the development of two dwelling units on any residential lot
- ADUs authorized by right
- For cities of the second, third and fourth class, minimum lot sizes must be limited to 4,000 square feet for a single family detached home and other middle housing types
- An expedient administrative design review process for 'middle' housing
- Limitation of aesthetic mandates

We would appreciate receiving your thoughts, feedback, and reactions to the bill, including implications that it may have for your city specifically, how it may affect the provision of local services and infrastructure, and any other concerns.

We would appreciate any feedback by next Friday, February 16th.

Thank you in advance for your thoughts and feedback! Happy Friday!

Ania McDonnell
Government Relations Specialist
Metro Cities (Association of Metropolitan Municipalities)
145 University Ave West
St. Paul, MN 55103
651-215-4001
ania@metrocitiesmn.org
www.MetroCitiesMN.org