

<p>LAUDERDALE CITY COUNCIL MEETING AGENDA 7:00 P.M. TUESDAY, MAY 13, 2025 LAUDERDALE CITY HALL, 1891 WALNUT STREET</p>

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

2. ROLL CALL

3. APPROVALS

- a. Agenda
- b. Minutes of the April 22, 2025 City Council Meeting
- c. Claims Totaling \$61,610.38

4. CONSENT

- a. Day in the Park Temporary On-Sale Liquor License
- b. Capitol Region Watershed District Cooperative Agreement for Maintenance of Gasperre Ravine Improvements

5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS

6. INFORMATIONAL PRESENTATIONS / REPORTS

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.

- a. Variance and Lot Split Application for 1836 Carl Street

8. DISCUSSION / ACTION ITEM

- a. Tort Liability Limit Waiver Form
- b. Follow Up from April 22 City Council Meeting

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADDITIONAL ITEMS

11. SET AGENDA FOR NEXT MEETING

- a. April Finance Reports
- b. Eureka Recycling Annual Report
- c. Resolution of Denial or Approval for Variance and Lot Split Application for 1836 Carl Street
- d. Ramsey County Commissioner MaryJo McGuire (June 10)

12. **WORK SESSION**

- a. Community Development Updates
- 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**

You are invited to a Zoom webinar!

When: May 13, 2025 07:00 PM Central Time (US and Canada)

Topic: May 13, 2025 Lauderdale City Council Webinar

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/86285906590?pwd=HTIfzHFlaj1a7fa3G4uPOC4KtSYidd.1>

Passcode:459721

Phone one-tap:

+13092053325,,86285906590#,,, *459721# US

+13126266799,,86285906590#,,, *459721# US (Chicago)

Join via audio:

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 507 473 4847 US

+1 564 217 2000 US

Webinar ID: 862 8590 6590

Passcode: 459721

International numbers available: <https://us02web.zoom.us/j/kdeO6YvgvH>

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

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April 22, 2025

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. There being none, Councilor Dains moved and seconded by Councilor Pulford to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the April 8, 2025, City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the April 8, 2025, 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 Dains to approve the claims totaling \$71,457.54. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Sayre to approve the Consent Agenda thereby acknowledging the March finance reports and the first quarter investment report.

Informational Presentations/Reports

A. Falcon Heights – Lauderdale Sustainability Fair

Administrator Butkowski highlighted the upcoming sustainability fair taking place on April 26 at Falcon Heights City Hall. The event will include textile and electronics recycling, along with guest speakers and kid-friendly activities.

B. Annual St. Anthony Police Department Report and Presentation

Chief Jeff Spiess was at the meeting to present the annual police report. He reported on many items including Part I and Part II crime rates, calls for service, investigations, clearance rates, recruitment strategies, and community engagement. He also noted the benefits to Lauderdale for the relaunching of St. Anthony's police partnership with Falcon Heights.

Chief Spiess responded to community members prepared questions regarding the recent dangerous dog situation at the end of his annual report. Mayor Gaasch opened the floor to community members with additional questions and comments. The following is a summary of those that spoke at the meeting.

LAUDERDALE CITY COUNCIL
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1891 Walnut Street
Lauderdale, MN 55113

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April 22, 2025

Mindy Nakamoto, 1795 Carl Street, stated that she has dealt with issues related to 911 calls being routed to the wrong dispatchers. She also requested that dog-friendly officers be tasked to Lauderdale for their shifts more often.

Kristine Sand, 1924 Walnut Street, asked about vandalism issues related to political signs from the 2024 general election. She also inquired about reporting issues to the police anonymously instead of giving out her personal information.

Karen Abbot, 1795 Eustis Street, wanted to know when the dog will be euthanized, and how the public will know when it has been completed

Robert Jacobson, 1747 Carl Street, requested ways to find out potentially dangerous dog information before it becomes a larger problem.

Sara Nelson, 1784 Carl Street, asked for better signage to warn the public of potentially dangerous or dangerous dogs on a property. She asked for an increase in social media content on this issue.

Heather Brian, 1778 Eustis Street, shared that she observed SAPD officers driving through the City looking at the screens in their vehicles. She said that the use of strobe lights from police vehicles could cause seizures, that the proposed drone program could violate people's privacy, and she expressed concerns about retribution when reporting an issue to the police.

Gary Brandenburg, 1773 Carl Street, recalled the story about his dog being attacked - which was the second reported case. He also asked about the leash laws in the City.

Steve Sventek, 1765 Carl Street, mentioned several ways he would like to see the City contact its residents about pressing and urgent matters.

Ann Feider, 1698 Eustis Street, shared her concerns about the possibility of a drone program. She asked for information about flock cameras and trailer cameras. With the addition of Falcon Heights back to the SAPD force, she asked that the department look into hiring people of diverse backgrounds.

Diane Galvin, 1746 Malvern Street, stated that the entire dangerous dog discussion should have happened at an earlier meeting.

Leslie Kratz, 1773 Carl Street, discussed the idea of preventing the occurrence of further incidents through City ordinances.

City council members and staff addressed some of the questions during the session. Remaining items will be researched or considered at future meetings.

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Lauderdale, MN 55113

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April 22, 2025

Set Agenda for Next Meeting

Butkowski stated that the May 13 Council meeting might include the variance and lot split applications for 1836 Carl Street.

Work Session

A. Community Development Update

Mayor Gaasch asked Chief Spiess about the likelihood of street racing issues this summer. He said state patrol has been more active in addressing the issue with them. Residents are encouraged to call 911 to report what they are seeing and hearing.

Councilor Pulford asked what a weapons violation would be as referenced in the annual report. Chief Spiess said most often a weapons charge happens when officers find an illegally possessed weapon during a stop. Spiess also responded to questions about officer scheduling and what wellness services officers are provided.

B. Opportunity for the Public to Address the City Council

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

Adjournment

Councilor Kelly moved and seconded by Councilor Sayre to adjourn the meeting at 9:34 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

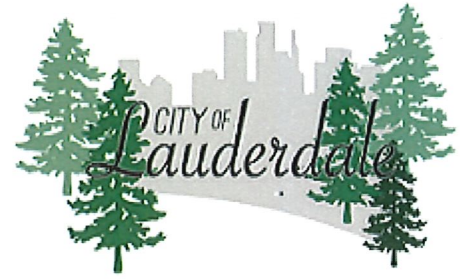
To: Mayor and City Council
From: City Administrator
Meeting Date: May 13, 2025
Subject: List of Claims

The claims totaling \$61,610.38 are provided for City Council review and approval that includes check numbers 29375 to 29397.

Accounts Payable

Checks by Date - Detail by Check Date

User: miles.cline
Printed: 5/8/2025 1:48 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	34	AFSCME MN Council 5 PR Batch 50900.04.2025 Union Dues	04/25/2025 PR Batch 50900.04.2025 Uni	249.92
Total for this ACH Check for Vendor 34:				249.92
ACH	389	BCBSM Inc PR Batch 50900.04.2025 Vision Insurance	04/25/2025 PR Batch 50900.04.2025 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH	415	Securian Life Insurance Company PR Batch 50900.04.2025 Life Insurance	04/25/2025 PR Batch 50900.04.2025 Life	229.23
Total for this ACH Check for Vendor 415:				229.23
ACH	423	Madison National Life Ins Co Inc PR Batch 50900.04.2025 Long Term Disability PR Batch 50900.04.2025 Short Term Disability	04/25/2025 PR Batch 50900.04.2025 Lon PR Batch 50900.04.2025 Shor	101.65 93.64
Total for this ACH Check for Vendor 423:				195.29
ACH	43	Public Employees Retirement Association PR Batch 50900.04.2025 PERA Coordinated PR Batch 50900.04.2025 PERA Coordinated	04/25/2025 PR Batch 50900.04.2025 PER PR Batch 50900.04.2025 PER	1,334.23 1,156.33
Total for this ACH Check for Vendor 43:				2,490.56
ACH	44	Minnesota Department of Revenue PR Batch 50900.04.2025 State Income Tax	04/25/2025 PR Batch 50900.04.2025 Stat	826.58
Total for this ACH Check for Vendor 44:				826.58
ACH	45	ICMA Retirement Corporation PR Batch 50900.04.2025 Deferred Comp PR Batch 50900.04.2025 Deferred Comp	04/25/2025 PR Batch 50900.04.2025 Defi PR Batch 50900.04.2025 Defi	1,782.87 1,087.30
Total for this ACH Check for Vendor 45:				2,870.17
ACH	46	Internal Revenue Service PR Batch 50900.04.2025 FICA Employee Portio PR Batch 50900.04.2025 Medicare Employer Po PR Batch 50900.04.2025 Federal Income Tax PR Batch 50900.04.2025 Medicare Employee Pc PR Batch 50900.04.2025 FICA Employer Portio	04/25/2025 PR Batch 50900.04.2025 FIC. PR Batch 50900.04.2025 Me PR Batch 50900.04.2025 Fed PR Batch 50900.04.2025 Me PR Batch 50900.04.2025 FIC.	1,312.01 306.88 2,214.89 306.88 1,312.01
Total for this ACH Check for Vendor 46:				5,452.67
Total for 4/25/2025:				12,327.24
29375	112	Minnesota Pollution Control Agency	04/28/2025	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2025	MS4 General Permit Renewal Application		400.00
		Total for Check Number 29375:		400.00
		Total for 4/28/2025:		400.00
ACH	43	Public Employees Retirement Association	05/09/2025	
		PR Batch 51000.05.2025 PERA Coordinated	PR Batch 51000.05.2025 PER	1,335.14
		PR Batch 51000.05.2025 PERA Coordinated	PR Batch 51000.05.2025 PER	1,157.11
		Total for this ACH Check for Vendor 43:		2,492.25
ACH	44	Minnesota Department of Revenue	05/09/2025	
		PR Batch 51000.05.2025 State Income Tax	PR Batch 51000.05.2025 Stat	823.36
		Total for this ACH Check for Vendor 44:		823.36
ACH	45	ICMA Retirement Corporation	05/09/2025	
		PR Batch 51000.05.2025 Deferred Comp	PR Batch 51000.05.2025 Defi	1,087.30
		PR Batch 51000.05.2025 Deferred Comp	PR Batch 51000.05.2025 Defi	1,782.87
		Total for this ACH Check for Vendor 45:		2,870.17
ACH	46	Internal Revenue Service	05/09/2025	
		PR Batch 51000.05.2025 FICA Employee Portio	PR Batch 51000.05.2025 FIC	1,227.50
		PR Batch 51000.05.2025 Medicare Employer Po	PR Batch 51000.05.2025 Mec	287.08
		PR Batch 51000.05.2025 FICA Employer Portio	PR Batch 51000.05.2025 FIC	1,227.50
		PR Batch 51000.05.2025 Federal Income Tax	PR Batch 51000.05.2025 Fede	2,097.63
		PR Batch 51000.05.2025 Medicare Employee Pc	PR Batch 51000.05.2025 Mec	287.08
		Total for this ACH Check for Vendor 46:		5,126.79
ACH	47	Public Employees Insurance Program	05/09/2025	
		PR Batch 51000.05.2025 Health Insurance	PR Batch 51000.05.2025 Hea	1,510.92
		PR Batch 51000.05.2025 Dental	PR Batch 51000.05.2025 Den	85.20
		Total for this ACH Check for Vendor 47:		1,596.12
		Total for 5/9/2025:		12,908.69
29376	13 11891	8th Day Landscaping LLC April Snow Removal	05/13/2025	710.00
		Total for Check Number 29376:		710.00
29377	20 505942 505942 505942	Abdo LLP 2024 Audit 2024 Audit 2024 Audit	05/13/2025	450.00 450.00 2,100.00
		Total for Check Number 29377:		3,000.00
29378	441 174453	Allegra Marketing Print Mail 2Q2025 Newsletter	05/13/2025	808.39
		Total for Check Number 29378:		808.39
29379	383 S1 474681050125	Aspen Waste Systems of Minnesota Inc April Refuse Service	05/13/2025	468.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29379:	468.88
29380	434 26379	Center for Energy and Environment 4 Home Energy Squad Planner Visits	05/13/2025	200.00
			Total for Check Number 29380:	200.00
29381	223 10812531021	Dell Marketing LP JB & TD - Desktop Computers	05/13/2025	1,478.94
			Total for Check Number 29381:	1,478.94
29382	449 052025	Kyle Forrey Refund for 2025 Rental License	05/13/2025	50.00
			Total for Check Number 29382:	50.00
29383	61 5040542	Gopher State One Call April Locate Tickets	05/13/2025	71.55
			Total for Check Number 29383:	71.55
29384	134 00155	Katrina Joseph April Legal Services	05/13/2025	925.00
			Total for Check Number 29384:	925.00
29385	30 428847	League of Minnesota Cities SK - 2025 LMC Annual Conference	05/13/2025	275.00
			Total for Check Number 29385:	275.00
29386	24 0001187283	Metropolitan Council Environmental Serv June Waste Water	05/13/2025	14,836.69
			Total for Check Number 29386:	14,836.69
29387	67 042025	Midway Ford Company Truck Oil Change	05/13/2025	86.81
			Total for Check Number 29387:	86.81
29388	12 2025-060 2025-060 2025-060	NineNorth April Virtual Meeting Production April Virtual Meeting Charge April Webstreaming & Archiving	05/13/2025	380.00 105.00 192.00
			Total for Check Number 29388:	677.00
29389	84 052025 052025 052025 052025 052025 052025 052025	North Star Bank Cardmember Services HB - MNGFOA Membership April Costco Fuel April Costco Fuel Costco - Stamps & Paper Towels City Hall Supplies Stripe Test Run April Costco Fuel	05/13/2025	70.00 62.60 292.14 290.18 56.84 1.00 62.60
			Total for Check Number 29389:	835.36
29390	10 0001873428	On Site Sanitation Inc 04/12/2025 - 05/09/2025 Park Portable Restroom	05/13/2025	75.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29390:	75.00
29391	398 052025	O'Reilly Automotive Inc Tractor Repairs	05/13/2025	149.25
			Total for Check Number 29391:	149.25
29392	388 PS-INV107155	PeopleService Inc May Wastewater	05/13/2025	660.00
			Total for Check Number 29392:	660.00
29393	356 938	Rum River Ventures LLC January 2025 - April 2025 Contract Building Ins	05/13/2025	5,105.80
			Total for Check Number 29393:	5,105.80
29394	81 052025 052025 052025	St Paul Regional Water Service 1891 Walnut St 1885 Fulham St 1915 Walnut St	05/13/2025	118.24 150.88 26.37
			Total for Check Number 29394:	295.49
29395	4 SI013987 SI013987	The Neighborhood Recycling Company Inc April Single Unit Dwelling April Multi-Family Recycling	05/13/2025	4,338.57 631.21
			Total for Check Number 29395:	4,969.78
29396	3 553573130	US National Equipment Finance Inc May Copier Lease	05/13/2025	155.00
			Total for Check Number 29396:	155.00
29397	425 2500659206 2500659206 2500665098 2500665098 2500671005 2500671005	Vestis April Uniforms April Uniforms April Uniforms April Uniforms May Uniforms May Uniforms	05/13/2025	22.77 22.76 23.75 23.74 23.75 23.74
			Total for Check Number 29397:	140.51
			Total for 5/13/2025:	35,974.45
			Report Total (36 checks):	61,610.38

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	May 13, 2025	Agenda Item	5/10/25 DIP Liquor License
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Action Requested

Consent	<input checked="" type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Discussion	<input type="checkbox"/>
Action	<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Work Session	<input type="checkbox"/>

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Bentbrewstillery has been a great partner at Day in the Park since 2017. They are closing; however, which means we need to try to partner with another business for alcohol at the event. Since we don't know whom we'll be able to partner with yet, we are asking the City Council to approve the license prior to finding a partner. Once a partner is found, we will then complete the license with that information and send to the State for processing.

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is approving a temporary on-sale liquor license to sell adult beverages at Day in the Park on July 10, 2025.

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	May 13, 2025	Agenda Item	Ravine Maintenance
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Action Requested

Consent	<input checked="" type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Discussion	<input type="checkbox"/>
Action	<input type="checkbox"/>	Resolution	<input type="checkbox"/>	Work Session	<input type="checkbox"/>

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

When the City partnered with Capitol Region Watershed District (CRWD) for the expansion of Seminary Pond, the project included stabilizing the ravine behind Rosehill Townhomes. That area had been overgrown with invasive Japanese Knotweed. The Japanese Knotweed grew prolifically along the steep slopes in a way that few other plants would. The removal of the Japanese Knotweed was essential but led to erosion which requires continual rehabilitation until new plants fully take hold and stabilize the area.

CRWD continues to assist in the rehabilitation of that area. Annually, they determine what needs to be done and who to hire in conjunction. This is done in coordination with the planned improvements for Seminary Pond. This cuts down the costs dramatically. This year they anticipate about \$7,200 worth of work needs to be done along the ravine. CRWD provided a contract noting the \$7,200. The contract covers five years. Each year they will come back to the City with a cost estimate and seek approval before moving ahead with the work.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council approves the Capitol Region Watershed District Cooperative Agreement with City of Lauderdale for Maintenance of Gasperre Ravine Improvements.

SYMBOL AND PATTERN LEGEND

- EXISTING 1" CONTOUR
- EXISTING 2" CONTOUR
- EXISTING STORM SEWER
- EXISTING OVERHEAD ELECTRIC
- CONSTRUCTION LIMITS
- PROPOSED TREE
- RIPRAP CHANNEL ARMORING
- VRDS
- LOW BUSH HONEYSUCKLE PLANTINGS

NOTE:

1. HONEY SUCKLE PLANTS ARE TO BE SEEDING. ANY DISTURBED AREA TO BE SEEDING WITH MINNESOTA STATE SEED MIX LOW MAINTENANCE TURF SEED MIX 25-31 PRIOR TO SEEDING. VERIFY THAT JAPANESE MONSIEUR HAS BEEN ELIMINATED FROM THE WORK AREA. IF NOT, CONTACT THE MINNESOTA INVASIVE SPECIES MANAGEMENT ASSOCIATION (612) 932-3377 TO COORDINATE PROPER HANDLING OF VEGETATION AND SOIL TO PREVENT INVASIVE SPECIES FROM PREVENTING THE SPREAD OF THIS LISTED INVASIVE SPECIES.

1 PLAN PLANTING

0 10 20 40 SCALE IN FEET

TREES AND SHRUBS

-
- A black and white photograph of a dense, overgrown garden or yard. A path leads through the foliage towards a small building on the left. A double-headed arrow is drawn on the path, pointing towards the building.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 83	
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**CAPITOL REGION WATERSHED DISTRICT COOPERATIVE AGREEMENT
WITH CITY OF LAUDERDALE FOR
MAINTENANCE OF GASPERRE RAVINE IMPROVEMENTS**

Estimated Annual Project Cost: \$7,200

Exhibits:

A: Gasperre Ravine Project Area

B: Scope of Work

This Agreement is between the Capitol Region Watershed District, a watershed district created pursuant to Minnesota Statutes chapter 103D ("CRWD"), and the City of Lauderdale, a municipal corporation ("Lauderdale"), to apportion rights and responsibilities related to the maintenance of the Gasperre Ravine Improvements Project in Lauderdale, Minnesota ("Project").

RECITALS

1. The Project was approved by CRWD by motion on August 5, 2020 and by Lauderdale by motion on August 25, 2020.
2. The Project provides ravine stability, erosion control and water quality improvements for Gasperre Ravine and was completed in 2021.
3. The Project area is located in Lauderdale. Lauderdale will secure any easements and access permissions from property owner(s) necessary for the construction and long-term maintenance of the Project.
4. The Project included installation of vegetated reinforced soil slope, grading, installation of rock and other erosion control measures in the ravine channel, and site restoration with native vegetation.
5. Ongoing invasive species removal has caused issues with slope stabilization and revegetation requiring additional attention.
6. Per the Cooperative Construction Agreement signed by Lauderdale on August 25, 2020 and by CRWD on September 3, 2020, Lauderdale is responsible for the long-term maintenance of the project.

7. CRWD will provide assistance and manage distribution of requests for quotes, contractor selection, contractor oversight, and general Project administration on behalf of Lauderdale.

AGREEMENTS

1. Maintenance Responsibility for Project

- 1.1. With the exception of any work explicitly delegated to CRWD pursuant to this Agreement, Lauderdale will be responsible for the operation and maintenance of the Project. Maintenance tasks will include, but not be limited to:

- 1.1.1. Removal of trash and debris in Project Area;

- 1.1.2. Invasive species and woody species management;

- 1.1.3. Stabilization and/or replanting of erosion or bare spots; and

- 1.1.4. Removal of branches or fallen trees from stream channel.

2. Responsibility for Planning and Consultant Services

- 2.1. CRWD is responsible for the preparation of all plans, specifications, proposals, scopes of work, and estimates for the Project.

- 2.2. The 2025 Scope of Work is included in Exhibit B.

3. Procurement and Award of Contract

- 3.1. CRWD will request quotes from contractors in accordance with state law and watershed district rules.

- 3.2. CRWD will review quotes with Lauderdale and will obtain Lauderdale's approval of scope and quote prior to awarding contract.

3.3. CRWD will award a contract and make payments to the contractor for all actual and undisputed costs related to Project maintenance, with Lauderdale reimbursing CRWD for such costs pursuant to Sections 5 and 6 of this Agreement.

4. Responsibility for Maintenance Contractor oversight.

4.1. CRWD shall perform or contract for the performance of managing and overseeing the contractor.

4.2. CRWD will obtain authorization from Lauderdale prior to the contractor completing items listed as supplemental or outside of the Scope of Work in Exhibit B.

5. Project Costs

5.1. Lauderdale shall be responsible for the full cost of maintenance within the Project.

5.2. CRWD will provide a new annual maintenance quote for the Project to Lauderdale by April 1st of each year.

5.3. CRWD shall be responsible for all CRWD staff and consultant costs related to design, scoping, bidding, and contractor procurement for the Project.

6. Payment Schedule

6.1. CRWD will invoice Lauderdale for its portion of maintenance costs owed pursuant to Section 5.1 annually, after maintenance has been completed for the growing season, prior to December 31st of each year.

6.2. Full payments will be due within 35 days of receipt of an invoice.

7. Time

- 7.1. The Project will run for five growing seasons, beginning April 1st, 2025 and ending December 31st, 2029.

8. Ownership

- 8.1. Lauderdale shall retain ownership and responsibility of the entire Project. The area includes the area shaded in Green in Exhibit A. CRWD does not assume any responsibility of the Project except as specifically identified herein.

9. Liability

- 9.1. Each party shall be responsible for the acts and omissions of its own officers, officials, employees, and agents and no party shall be considered another's agent in carrying out the obligations of this agreement. Nothing in this Agreement shall constitute a waiver by the parties of any statutory or common law immunities, limits, or exceptions on liability.

10. Other provisions

- 10.1. Termination. Each year, Lauderdale will have thirty (30) days from receipt of the annual maintenance quote provided by CRWD pursuant to Section 5.2 during which it may terminate this Agreement. Otherwise, this Agreement shall remain in full force and effect until terminated by mutual agreement of the parties.
- 10.2. Cooperation and Compliance with Minnesota and Federal Law. Parties agree to cooperate in any manner necessary to effectuate this agreement or complete the Project. Parties understand that funding for the Project includes funds from CRWD and Lauderdale, and that each of these sources might have requirements for funding, contracting, procurement, data practices, prevailing wage, or record-keeping that is in addition to those included herein. Parties agree to cooperate in meeting any of these additional obligations.
- 10.3. Records. All parties agree to maintain records of costs pertaining to the Project in accordance with Minnesota Statutes and relevant internal record keeping and accounting procedures.

- 10.4. Modification. It is understood and agreed by the parties hereto that this agreement shall not be modified or amended except in writing duly signed by each of the parties.
- 10.5. This agreement may be executed individually in counterparts, with each part an original, and together all parts form a single document.
- 10.6. Applicable Law. This agreement shall be construed, interpreted, and enforced according to the laws of the State of Minnesota without regard to its conflict of laws provisions. The parties agree that any proceeding arising from this agreement shall be brought in the courts of Ramsey County, Minnesota.
- 10.7. Non-Discrimination. The parties each agree to provide equal employment opportunities to all employees and applicants for employment in accordance with all applicable federal, state, and local laws. No person may be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program, service, or activity based on race, color, religion, age, sex, disability, marital status, sexual preference, public assistance status, creed, or national origin. In addition, the parties each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, public assistance status, creed, or national origin.

[Signature pages to follow]

City of Lauderdale

_____ Date: _____
Heather Butkowski, City Clerk-Administrator

CAPITOL REGION WATERSHED DISTRICT

Anna Eleria, Administrator

Date:_____

Exhibit A



Barr Footer: ArcGIS 10.7.1, 2020-09-24 13:47 File: I:\Client\apb\Barr\Barr\Projects\2021\62 Furtis St Stream\Map\Gasperre Ravine\Map User: EMM

Exhibit B



Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104
T: 651-644-8888 • F: 651-644-8894 • capitolregionwd.org

2025 CRWD Maintenance Services

Natural Areas and BMPs

Quote Form

Company Name	Great River Greening	Name and Title	David Schmitz Greening Solutions Manager
Address	251 Starkey Street #2200	Email	dschmitz@greatrivergreening.org
City, State, Zip	St. Paul, MN 55107	Phone	612-242-3540

Seminary Pond			
Routine Tasks	# of Occurrences	Cost Per Occurrence	Annual Cost
Walkthrough and work plan development	1	\$500	\$500
Invasive vegetation and woody species management	3	\$2,942	\$8,827
Trash removal (est. 2 gal/site visit)			
Remove and dispose of sediment and debris from IESF benches by raking/shoveling (3,100 sqft bench area)			
Remove vegetation growing on IESF benches by weed whipping or hand pulling. Do not use herbicide.			
Remove accumulated sediment from pretreatment stilling basin			
Cut back vegetation growing from fence line at east outfall			
Cut back vegetation growing around pond outlet structure			
Remove debris from inlets and outlets			
Data collection			
Rototill IESF bench	1	\$588	\$588
Year-end report	1	\$328	\$328
Seminary Pond Routine Annual Cost			\$10,243
Possible Non-Routine Tasks	# of Occurrences	Cost	
Gasperre Ravine Seed and Blanket Installed (800 sq.ft.) (See Exhibit F)	1	\$1,342	
Gasperre Ravine - 10 #1 container shrubs installed, mulched, and watered for 4 months	1	\$4,740	
Seminary Pond Non-Routine Annual Cost			\$6,082

Highland Ravine			
Routine Tasks	# of Occurences	Cost Per Occurrence	Annual Cost
Walkthrough and work plan development	1	\$500	\$500
Invasive vegetation and woody management	3	\$3,163	\$9,489
Mechanical removal or cut and stump treat invasive tree saplings			
Sediment removal to create pooling and on-site dispersal (average 50 gal/year)			
Removal of debris from inlets/outlets and onsite dispersal			
Trash removal (average 1 gal/site visit)			
Data collection			
Year-end report	1	\$410	\$410
		Highland Ravine Routine Annual Cost	\$10,399
Possible Non-Routine Tasks	# of Occurences	Cost	
Outlet depression sediment removal and haul off (~3 cu. yd.). Turf repair of any equipment rutting, and erosion control blanket installed in excavated depression.	1	\$3,225	
Erosion control and turf seed applied over excavated area (~160 sqft)	1	\$1,095	
		Highland Ravine Annual Non-Routine Cost	\$4,320

Como Golf Course BMPs

Routine Tasks	# of Occurences	Cost Per Occurrence	Annual Cost
Walkthrough and work plan development	1	\$500	\$500
Invasive species and woody species management in buffer area and infiltration basin. Mow and remove before weeds go to seed. Cut back and remove unwanted woody material. (0.4-acre infiltration basin, 0.4 acre buffer)	3	\$3,174	\$9,489
Remove and dispose of sediment and debris from IESF benches by raking/shoveling (7,000 sqft)			
Remove vegetation growing on IESF benches by weed whipping or hand pulling. Do not use herbicide.			
Remove accumulated sediment and debris from the inlet/outlets.			
Trash removal			
Data collection			
Rototill IESF bench and dispose organic material			
Year-end report	1	\$405	\$405
		Como Golf Course Annual Routine Cost	\$10,394

Possible Non-Routine Tasks	# of Occurences	Cost
Reseeding infiltration basin slope (~.25 acres)	1	\$300
Reseeding pond buffer (~.3 acres)	1	\$367
		Como Golf Course Annual Non-routine Cost
		\$667

Willow Reserve			
Routine Tasks	# of Occurences	Cost Per Occurrence	Annual Cost
Walkthrough and work plan development	1	\$500	\$500
Vegetation management across targeted plant communities (8 acres) to meet performance standards in Exhibit K.	2	\$3,480	\$6,959
Vegetation management across all plant communities (19 acres) to meet performance standards in Exhibit K including woody vegetation management.	1	\$3,825	\$3,825
Year-end report	1	\$328	\$328
		Willow Reserve Annual Routine Cost	\$11,612

Possible Non-Routine Tasks	# of Occurences	Cost	
Prescribed Haying of mesic prairie (0.26 acres)	1	\$1,899	
Brush Chipping (see Exhibit L)	1	\$3,833	
TBI Farrington trash/debris cleanup (~.1 acres)	1	\$608	
		Willow Reserve Annual Non-routine	\$6,340

Total Routine Maintenance Annual	\$42,648
Total Non-Routine Annual Cost	\$17,409
Sub-Total Expected Annual Cost	\$60,057
Contingency (15%)	
Amount, not to Exceed	

David Schmitz

Contractor Signature

3.20.2025

Date

LAUDERDALE COUNCIL ACTION FORM

Meeting Date May 13, 2025 **Agenda Item** 1836 Carl Lot Div. & Variance

Action Requested

Consent ☐ Public Hearing ☒ Discussion ☒
Action ☒ Resolution ☐ Work Session ☐

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

See attached memo.

STAFF RECOMMENDATION:

Direct staff to bring back a resolution of approval or denial for the next meeting.

MEMO

DATE: MAY 13, 2025
TO: MAYOR AND COUNCIL
FROM: JIM BOWNIK
RE: LOT DIVISION WITH VARIANCE FOR 1836 CARL STREET

Location: 1836 Carl St, Lauderdale, MN 55113

Applicant/Owner: Josh Jeans, 24830 Fondant Ave, Forest Lake, MN 55025

Proposal: The applicant has two lots that had previously been consolidated into one Property Identification Number (PIN), for tax purposes. The applicant is requesting to divide the lot back into the originally platted lots.

Granting the request would create a nonconforming structure on the southern lot (proposed Parcel A). An existing house would be situated 3.8' from the lot line dividing the two lots. The Lauderdale Zoning Ordinance requires a 5' side yard setback. Thus, the lot division request requires approval of a 1.2' variance to the side yard setback requirements.

POLICIES AND PROCEDURES FOR VARIANCE APPROVAL

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. These requirements are outlined on the attached Variance Checklist.

Here is the general order of procedure.

- 1) Staff presentation.
 - Apply the Practical Difficulties Test
- 3) Public Hearing.
- 4) Approve or deny the variance, adding any conditions as necessary.

PRACTICAL DIFFICULTY TEST

The municipal variance standard requires the City to apply a three-factor test for "practical difficulties" consisting of (1) reasonableness, (2) uniqueness, and (3) essential character.

A variance should be granted if strict enforcement of the municipal variance standard as applied to a particular piece of property would cause the landowner a "practical difficulty." The landowner is generally entitled to the variance if and only if the applicant meets the statutory three-factor test for practical difficulty. If the applicant does not meet all three factors of the statutory test, then a variance should not be granted.

ESTABLISHING THE FINDINGS OF FACT (Based on Answers to Questions on the Variance Checklist)

The applicant's answers to the questions in the Variance Checklist describes the proposed project and why a variance is requested:

- A) How does the proposal put your property to use in a reasonable manner?
- B) What are the unique circumstances to the property not created by the landowner?

- C) How will a variance, if granted, not alter the essential character of the locality?
- D) How is granting of a variance in harmony with the purposes and intent of the Zoning Ordinance?
- E) How are the terms of a variance consistent with the Comprehensive Plan?

STAFF REVIEW

The applicant has two lots that previously were consolidated into one Property Identification Number (PIN) for tax purposes. They are requesting to divide the lot into the originally platted lots with separate PINs.

Granting the request would create a nonconforming structure on the southern lot (proposed Parcel A). The existing house would be situated 3.8' from the lot line dividing the two lots. The Lauderdale Zoning Ordinance requires a 5' side yard setback. Thus, the lot division request requires approval of a 1.2' variance to the side yard setback requirements. A variance is not needed for lot coverage.

As of the drafting of this memo, a garage exists on the northern lot, which if left in place, would mean an agreement would need to be written to address its removal or rehabilitation. A parcel cannot have a stand-alone garage. However, the applicant is planning for the garage to be removed by 3 p.m. on Monday. If the garage is not removed, that would become a part of any condition of approval granted by the council.

The applicant proposes building a new home on the northern lot (proposed Parcel B), with a 6.2' setback from the side lot line that divides the two lots. This would provide a 10' separation between the foundations of the homes.

Residents often come in with plans to locate new structures closer to property lines than is allowed. Staff explain that the Council has a history of denying side yard setback variances due to drainage concerns. Generally, applicants change their plans to comply with setbacks versus going through the variance process because they have the ability to do so. In this case, the applicants' options are limited so they submitted the variance application.

If the Council grants this variance, it must articulate the uniqueness of this situation and may require conditions to negate negative impacts. Staff believe they have demonstrated a unique situation exists that warrants a variance if the council supports the creation of a new home on the adjacent property. If the Council grants the variance request, conditions that are deemed necessary can be added to the motion for approval. As construction plans were not submitted with the request, one condition staff recommend is that any structures (home, garage, etc.) may not be located closer than 6.2' to the common lot line between the two properties so that a 10' distance between homes is maintained.

Structures this close to the property line have additional building code regulations. Rum River Construction Consultants has said: "...where a residential building is less than 5' from a property line, the exterior wall abutting the property line must be constructed to have at least 1-hour fire resistance. For example, in townhome situations each exterior wall abutting the shared property line must have a 1-hour wall abutting the common property line. The same applies to single family dwellings, attached garages and accessory structures. The code reference is Minnesota Residential Code, Table R302.1

(1). Fire resistive parapets may also be necessary unless the roof on each side of the property line is fire resistive. If a wall requiring maintenance is at the property line, a maintenance easement on the adjoining property is necessary.” When submitting their building permit these requirements will need to be met.

Staff also recommend a requirement that run off from 1836 Carl Street be adequately addressed before any building permits are issued for the new lot. The adequacy would be determined by the building official.

ENCLOSURES

A) Variance application, Site Plan and Variance Checklist.

PUBLIC HEARING

Adjacent property owners received notice of tonight’s public hearing.

OPTIONS

- 1) Motion to direct staff to prepare a resolution of approval for a side yard setback variance of 1.2’ at 1836 Carl Street for the next meeting. The Council must articulate reasons for the approval along with any conditions will be included in the resolution.
- 2) Motion to direct staff to prepare a resolution of denial for a side yard setback variance of 1.2’ at 1836 Carl Street for the next meeting. The Council must articulate reasons for the denial that will be included in the resolution.



CITY OF LAUDERDALE
LAUDERDALE CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
651-631-2066 FAX

LAND USE APPLICATION

Date: 3-10-25

Fee Escrow Type of Request

\$100	\$0	_____	Home Occupation
\$150	\$0	<u>X</u>	Variance
\$150	\$500	<u>X</u>	Lot Consolidation/Division
\$200	\$0	_____	Sign Permit
\$200	\$500	_____	Conditional Use
\$200	\$1,000	_____	Lot Line Rearrangement
\$500	\$1,500	_____	Zoning Amendment*
\$500	\$1,500	_____	Subdivision*
\$500	\$5,000	_____	PUD*

Summary of Request

Side setback, parking pad

Document Recording Fee: Recording cost plus Administrative fee

Applicant Information

Name: Josh Jeans
Address: 1836 Carl Street
C, S, Z: Lauderdale, MN 55113
Phone: 612-282-7086
Email: Jory@cuttingedgeauto.com
Signature: [Signature]

Owner Information (if different)

Name: Josh Jeans
Address: 24830 Fondant Ave
C, S, Z: Forest Lake, MN 55025
Phone: Same
Email: Same
Signature: [Signature]

**By signing above, the applicant agrees to pay the application fee and deposit an escrow fee to cover the city's consultants' costs associated with reviewing the associated request. Prior to having the request considered by the city, the applicant must deposit an escrow fee in an amount that is estimated to cover the city's consultants' costs as determined by the city administrator. If the city's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The city shall use the applicant's fees to cover the city's actual consultants' costs in reviewing the request regardless of the city's action on the applicant's request. If the applicant's escrow fees exceed the city's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.*

Review Timeline: All applications, other than concept plans, must be complete before being formally reviewed. Minnesota Statute provides 15 days to determine the application's completeness. Completeness depends on whether or not the checklist items are fulfilled.

Checklist: Please review the checklist for the type of application you are applying for.

For Office Use Only	PIN#: _____
Date of Complete Application: <u>4-2-25</u>	Amount Paid: <u>300</u> Receipt #: <u>16924</u>
Escrow Fee Paid: <u>500</u>	Receipt # <u>16924</u> Date Escrow Returned: _____
PC Recommendation: (approve/deny) _____	Meeting Date: <u>5/13/25</u>
Public Hearing Date: _____	CC Action: (approved/denied) Meeting Date: _____
Conditions? _____	

Variance Request Narrative

The request for a variance to the side yard building setback line requirement of 5 feet is being requested in order to split two existing platted lots that currently make up one tax parcel. The goal is to subdivide the tax parcel into two separate tax parcels and create a buildable lot. The current house on the southerly lot is 3.8 feet from the line common to the two subject platted lots. If the variance is granted the side yard setback requirement on the south side of the vacant lot (Northerly lot) would be increased from 5 feet to 6.2 feet in order to accommodate the required 10 foot separation between residential structures. If the variance is granted the existing garage on the northerly lot will be torn down and a paved parking pad will be constructed on the southerly lot to accommodate parking at the existing house. The intention of this variance is simply to create a buildable parcel on the northerly lot. Refer to the survey provided with this application for a graphical depiction of the proposed variance and subdivision of the existing tax parcel.

As required, my responses to the required questions are as follows:

A) How does the proposal put your property to use in a reasonable manner?

The proposal is to create a buildable lot for a single family home. It is located in a neighborhood made up of single family homes.

B) What are the unique circumstances to the property not created by the landowner?

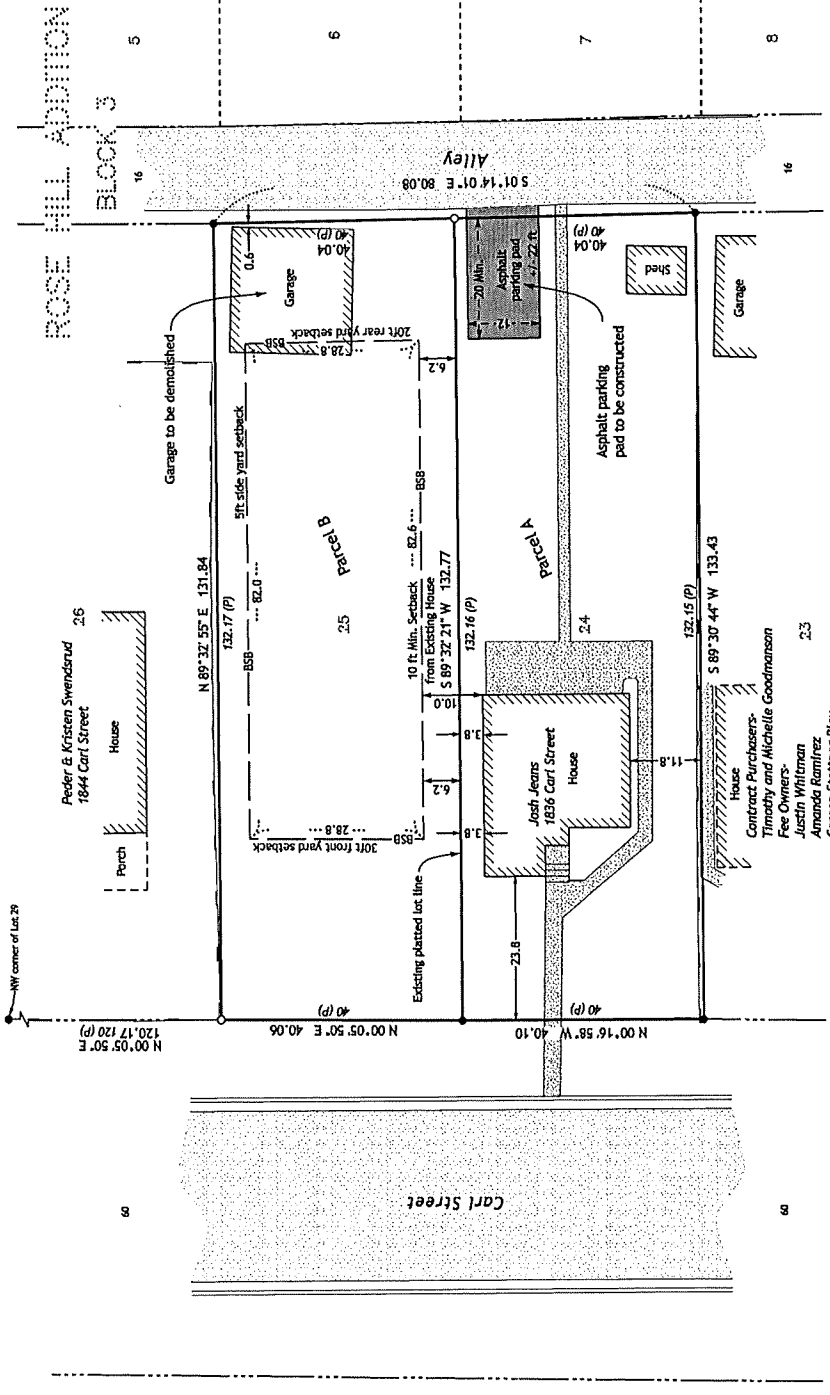
At some point in time a garage was constructed on the northerly lot and a single family home was constructed on the southerly lot. At some point, the two lots were combined into one single tax parcel restricting the construction of a single family home on the northerly parcel.

C) How will a variance, if granted, not alter the essential character of the locality?

The neighborhood contains several single family homes. Many of which are on single 40 foot wide lots. Granting a variance will allow the construction of a single family home consistent with those in the neighborhood.

D) How is granting a variance in harmony with the purposes and intent of the Zoning Ordinance?

The Zoning Ordinance allows for the construction of single family homes. In this district it also required that a space of 10 feet between houses be maintained. We are suggesting increasing the building setback along the line common to the two lots to 6.2 feet. When combined with the existing setback of 3.8 feet to the existing house on the southerly lot a total of 10 feet between the existing house and a future home will be maintained, thereby meeting the intent of the Zoning Ordinance.



Building Setback Requirements
R-1, Residential

Front Yard Setback = 30 feet
Side Yard Setback = 5 feet
Rear Yard Setback = 20 feet

Impervious Surfacing Calculations
(includes buildings and hard surfaces)


Lot 24 = 28.5%
Lot 25 = 0%
Combined Lots = 14.3%

PROPERTY BOUNDARY MONUMENT LEGEND

- SET IRON PIPE WITH CAP STAMPED "DEED 40341"
- FOUND IRON MONUMENT
- (P) DIMENSION PER UNDERLYING PLAT OF RECORD

Note: Existing buildings shown hereon are drawn to the outside of the foundation walls.

NO.	REVISIONS SINCE INITIAL DATE OF PREPARATION	DATE
1	LOT 24 ADDED PARCELS NO. 1 LOT 25 ADDED SETBACKS, REMOVED GAR.	10/07/2024
2	ADDED PARCELS VARIOUS TOOT / REVISED HOUSE ON LOT 24 / NEW SURF CALC.	10/07/2024
3	ADDED PROPOSED MINOR LEGAL DESCRIPTIONS	12/13/2024
4	CORRECTIONS PER CITY REVIEW	12/13/2024



KRAMER LEAS DELLO
SURVEYORS - ENGINEERS - PLANNERS
REGISTERED IN MINNESOTA

100% COMPLETE AND
FINAL SURVEY
DATE: 12/13/2024
BY: J. JEANS
CHECKED BY: J. JEANS
DATE: 12/13/2024

PROPERTY CERTIFICATE THAT THE PLAN, SURVEY OR REPORT
WAS PREPARED BY A LICENSED LAND SURVEYOR
UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature: *Josh Jeans* Date: 12/13/2024
Shawn J. Jeans, MS License No. 45371

PROJECT NO. JEANSJ2401

CERTIFICATE OF SURVEY
Survey for Variance

Prepared for: Josh Jeans
For property at: 1836 Carl Street
City of Lauderdale, County of Ramsey, State of Minnesota
Located in Section 17, Township 29 North, Range 23 West

LEGAL DESCRIPTIONS

Existing Tax Parcel ID No. 177923310064
Lot 24 and 25, Block 3, ROSE HILL ADDITION,
Ramsey County, Minnesota.

Proposed Parcel A
Lot 24, Block 3, ROSE HILL ADDITION, Ramsey
County, Minnesota.

Proposed Parcel B
Lot 25, Block 3, ROSE HILL ADDITION, Ramsey
County, Minnesota.

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	May 13, 2025	Agenda Item	Insurance Renewal Info
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Action Requested

Consent	<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Discussion	<input checked="" type="checkbox"/>
Action	<input checked="" type="checkbox"/>	Resolution	<input type="checkbox"/>	Work Session	<input type="checkbox"/>

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City's workers compensation, property, liability, sewer backup, and auto insurance policies run from August to August. Staff work with the City's insurance agent annually to prepare the materials for the renewal. This generally includes updating data on improvements and staffing costs. LMCIT hires appraisers to give values for the more expensive structures like city halls.

Annually, the City Council must determine whether or not to waive the municipal tort liability limits established by state statute. The City has not waived them in the past as it opens the City to greater financial liability. Staff recommends maintaining that practice via the following motion.

STAFF RECOMMENDATION:

The Council authorizes staff to remit the Liability Coverage—Waiver From to LMCIT as presented indicating the City does not waive the monetary limits on municipal tort liability established by MS 466.04.

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to \[pstech@lmc.org\]\(mailto:pstech@lmc.org\), or fax to 651.281.1298.](#)

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature: _____

Position: _____

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	May 13, 2025	Agenda Item	Dangerous Dog Follow Up
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DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

During the last meeting, residents shared suggestions for ideas to improve communication, especially around dangerous dog incidents. Staff pulled the ideas together and responded with thoughts on what we currently do or could do. If we missed any suggestions, we can add them to the list during the meeting.

1. Assign dog friendly officers in the city
 - a. We are lucky to have many dog friendly officers on the SAPD. One of them even runs a German Shepherd rescue that many of the officers are involved with.
2. Send weekly crime reports
 - a. Crime reports are posted to the City's website each week on the page devoted to the police department: <https://www.lauderdalemn.org/police-department>.
3. Send a mailing out to ask for e-mail contact information
 - a. Staff regularly invite residents via the newsletters and in-person to sign up for the city's email list. Users manage their sign ups on the City's website: <https://www.lauderdalemn.org/subscribe>. Staff can share ideas we have about doing a push during Day in the Park to get more subscribers.
4. Notify when streets are being plowed, street sweeping is happening, dog incidents occur, etc.
 - a. Staff put out as much of this information as we think residents will find useful. We try to be respectful of the number of emails we send so they don't become overwhelming and people stop reading them. We always are open to posting more when residents come to staff with ideas.
5. Have Day in the Park volunteers to take e-mail sign-ups, distribute literature, hand out voting information, explain social room and park shelter rental reservations, display city hall hours, and notify residents of the City's website.
 - a. It would be great if we could find volunteers to do that. Maybe it can be coordinated with the Environmental Commission as they may have a table at Day in the Park. Regularly, staff put the information in the newsletters as well but everyone may not read that.
6. Post notice of dangerous dogs in the yards and alleys.
 - a. Staff spoke with the administrative hearing officer about ideas to update city code regarding dangerous dogs. Included with that would be working with the city attorney to determine whether we are allowed to do more than prescribed by state law when it comes to neighborhood notices. He will research any data privacy rules, especially as they apply when the investigation is still "open."

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

7. Change the dangerous dog sign
 - a. The Minnesota Department of Public Safety created the dangerous dog warning sign that was used in this case. That is the one police departments are obligated to use.
8. Make it clear how the city enforces the number of dogs that can be in a household.
 - a. Staff send out notices when we get dog and cat complaints. Generally, they are pretty easily resolved. Staff are researching the issue regarding the number of dogs at 1803 Eustis as they received past permission to have a kennel. A few properties were granted kennels in the past. If processed as conditional use permits, the ability to have more than two dogs would be permanent / run with the land.
9. Provide the City with more information about the drone program.
 - a. Chief Spiess said he would be happy to present on the drone program, though SAPD is temporarily suspending that program. This is due to tariffs that nearly doubled the cost of the drones. Spiess said he was hopeful that the cost will lower in the near future and they will relaunch the program.
10. Provide the City with more information about the Flock system.
 - a. Chief Spiess is looking into options to have a Flock representative present to each City Council individually or collectively. Right now, it is Ramsey County that is investing in the Flock system. It might be a question to bring up to Commissioner McGuire when she attends a council meeting in June.