

<p>LAUDERDALE CITY COUNCIL MEETING AGENDA 7:00 P.M. TUESDAY, JUNE 10, 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 May 27, 2025 City Council Meeting
- c. Claims Totaling \$231,320.83

4. CONSENT

5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS

6. INFORMATIONAL PRESENTATIONS / REPORTS

- a. Ramsey County Commission MaryJo McGuire and County Manager Ling Becker

7. PUBLIC HEARINGS

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

8. DISCUSSION / ACTION ITEM

- a. Resolution No. 061025A - Approving a 1.2 % Lot Coverage Variance at 1961 Malvern Street

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADDITIONAL ITEMS

11. SET AGENDA FOR NEXT MEETING

- a. May Financial Report
- b. Day in the Park Update

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: Jun 10, 2025 07:00 PM Central Time (US and Canada)

Topic: June 10, 2025 Lauderdale City Council Webinar

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/81727748298?pwd=axE4clk3snLFVqsPkYwCvzPmcmjMzc.1>

Passcode:345403

Join via audio:

+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)

+1 646 931 3860 US

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

Webinar ID: 817 2774 8298

Passcode: 345403

International numbers available: <https://us02web.zoom.us/j/kc0QDQRLum>

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

Page 1 of 3

May 27, 2025

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:03 p.m.

Roll Call

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

Councilor absent: Duane Pulford.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

Approvals

Mayor Gaasch asked if there were any additions to the meeting agenda. Councilor Kelly asked to add a dog related event to the Day in the Park festivities. There being nothing else, Councilor Dains moved and seconded by Councilor Kelly to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the May 13, 2025, City Council meeting. There being none, Councilor Kelly moved and seconded by Councilor Dains to approve the May 13, 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 Sayre to approve the claims totaling \$60,192.99. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Kelly to approve the Consent Agenda thereby acknowledging the April finance reports and approving the continued employment of a temporary administrative employee.

Councilor Pulford arrives at 7:06 p.m.

Informational Presentations/Reports

A. Eureka Recycling Annual Report

Joanna Stone from Eureka Recycling gave their annual report via PowerPoint presentation and answered follow-up questions from the Council.

Public Hearings

A. Lot Coverage Variance Application from Owners of 1961 Malvern Street

Sean Gustafson, the owner of 1961 Malvern Street, is proposing to replace an existing house with a new, larger home. The proposed project exceeds the maximum lot coverage of 30% by 1.2%. Thus, the owner is requesting a 1.2% lot coverage variance. Staff noted that with the proposed zoning ordinances that haven't yet been adopted, Gustafson's project would not have required a variance.

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

Page 2 of 3

May 27, 2025

Gustafson approached the Council to answer questions about the proposal.

Mayor Gaasch opened the floor at 7:43 p.m. to those interested in addressing the Council on this topic.

Ling Wang, 1953 Malvern Street, addressed the Council to share that she was in support of Sean's variance request.

Mayor Gaasch closed the floor at 7:47 p.m.

Councilor Sayre made a motion directing staff to bring back a resolution of approval for the next meeting. This was seconded by Councilor Pulford and approved unanimously.

Discussion/Action Item

A. Resolution No. 052725A – Approving a Lot Division and 1.2 Foot Variance to the Side Yard Setback Requirement at 1836 Carl Street

Josh Jeans, the Owner of 1836 Carl Street, applied to divide 1836 Carl Street into two lots along the originally platted lot lines before they were consolidated under one property identification number. This would result in a southerly lot with an existing single-family dwelling and a vacant northerly lot. The City Council took public comment on the proposal at the previous meeting.

Councilor Sayre made a motion to approve Resolution No. 052725A – Approving a Lot Division and 1.2 Foot Variance to the Side Yard Setback Requirement at 1836 Carl Street with conditions noted in the resolution. This was seconded by Councilor Kelly and approved on a 4-1 roll call vote by Councilors Kelly, Sayre, Pulford, and Mayor Gaasch. Councilor Dains voted in dissent.

B. Request from the Environmental and Sustainability Commission to Install a Pollinator Garden at Lauderdale City Hall

Ann Sisel presented a concept for a pollinator garden at City Hall to the Environment and Sustainability Commission at their meeting this past week. They all agreed that they would like to bring the idea to fruition and work on it together. The garden will be near the front of City Hall in the area marked, if the Council approves. They requested the ability to spend up to \$300. Staff recommend a budget of \$500.

Councilor Kelly made a motion to approving the Environment and Sustainability Commission's construction of a pollinator garden at Lauderdale City Hall. This was seconded by Councilor Sayre and carried unanimously.

Additional Items

A. Day in the Park Dog Event

Councilor Kelly mentioned an idea to incorporate dogs into the Day in the Park event. She shared that this could potentially include a parade or costume contest. After discussion, the Council invited any

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

Page 3 of 3

May 27, 2025

volunteers who would be interested in organizing this to contact City Hall. They also discussed the idea of a separate event for dogs in the future.

Set Agenda for Next Meeting

Butkowski stated that the June 10 Council meeting might include the May finance reports, a resolution of approval for a variance at 1961 Malvern Street, and a presentation from Ramsey County Commissioner Mary Jo McGuire and County Manager Ling Becker.

Work Session

A. Community Development Update

Butkowski shared that staff is amending the application for the Office of Cannabis Management. She continued to say that Can Can Wonderland will be providing beverages for Day in the Park

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to those interested in addressing the Council.

Robert Jacobson, 1747 Carl Street, shared that Peace Lutheran Church hosts an annual Blessing of the Animals event. He continued to say that the speed cart located on Carl Street is in the wrong position. Finally, he expressed his concerns about a potential accident in front of his house with the number of kids playing in the street.

Adjournment

Councilor Kelly moved and seconded by Councilor Sayre to adjourn the meeting at 8:36 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk



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

Request for Council Action

To: Mayor and City Council
From: City Administrator
Meeting Date: June 10, 2025
Subject: List of Claims

The claims totaling \$231,320.83 are provided for City Council review and approval that includes check numbers 29419 to 24939.

Accounts Payable

Checks by Date - Detail by Check Date

User: miles.cline
Printed: 6/4/2025 2:36 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	06/06/2025	
		PR Batch 51200.06.2025 PERA Coordinated	PR Batch 51200.06.2025 PER	1,142.59
		PR Batch 51200.06.2025 PERA Coordinated	PR Batch 51200.06.2025 PER	1,318.38
Total for this ACH Check for Vendor 43:				2,460.97
ACH	44	Minnesota Department of Revenue	06/06/2025	
		PR Batch 51200.06.2025 State Income Tax	PR Batch 51200.06.2025 Stat	809.46
Total for this ACH Check for Vendor 44:				809.46
ACH	45	ICMA Retirement Corporation	06/06/2025	
		PR Batch 51200.06.2025 Deferred Comp	PR Batch 51200.06.2025 Defi	1,782.87
		PR Batch 51200.06.2025 Deferred Comp	PR Batch 51200.06.2025 Defi	1,087.30
Total for this ACH Check for Vendor 45:				2,870.17
ACH	46	Internal Revenue Service	06/06/2025	
		PR Batch 51200.06.2025 Medicare Employer Po	PR Batch 51200.06.2025 Mec	283.85
		PR Batch 51200.06.2025 FICA Employer Portio	PR Batch 51200.06.2025 FIC.	1,213.64
		PR Batch 51200.06.2025 Federal Income Tax	PR Batch 51200.06.2025 Fed	2,066.95
		PR Batch 51200.06.2025 FICA Employee Portio	PR Batch 51200.06.2025 FIC.	1,213.64
		PR Batch 51200.06.2025 Medicare Employee Pc	PR Batch 51200.06.2025 Mec	283.85
Total for this ACH Check for Vendor 46:				5,061.93
ACH	47	Public Employees Insurance Program	06/06/2025	
		PR Batch 51200.06.2025 Dental	PR Batch 51200.06.2025 Den	85.20
		PR Batch 51200.06.2025 Health Insurance	PR Batch 51200.06.2025 Hea	1,510.92
Total for this ACH Check for Vendor 47:				1,596.12
Total for 6/6/2025:				12,798.65
24919	383 S1 474681060125	Aspen Waste Systems of Minnesota Inc May Refuse Service	06/10/2025	
				467.64
Total for Check Number 24919:				467.64
24920	29 4582 4583	City of St Anthony April Police Services May Police Services	06/10/2025	
				87,704.42
				87,704.42
Total for Check Number 24920:				175,408.84
24921	25 PRRRV-003525	County of Ramsey 2025 JPA Payment	06/10/2025	
				1,167.00
Total for Check Number 24921:				1,167.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
24922	25 062025	County of Ramsey Recording Fee - 1836 Carl Street Lot Split	06/10/2025	46.00
Total for Check Number 24922:				46.00
24923	381 062025	Davis Lock & Safe Key Copies for City Hall	06/10/2025	45.00
Total for Check Number 24923:				45.00
24924	362 26286007	ESRI GIS Software Licenses	06/10/2025	1,481.00
Total for Check Number 24924:				1,481.00
24925	451 062025	Good Tree Care LTD Refund ROW Permit for Canceled Job	06/10/2025	100.00
Total for Check Number 24925:				100.00
24926	82 062025	Home Depot General Supplies	06/10/2025	108.49
Total for Check Number 24926:				108.49
24927	164 4385909	Imperial Bag & Paper Co LLC Toilet Tissue	06/10/2025	219.53
Total for Check Number 24927:				219.53
24928	134 00156	Katrina Joseph May Legal Services	06/10/2025	925.00
Total for Check Number 24928:				925.00
24929	72 13620	Justin Francis LLC Lauderdale Shirts	06/10/2025	611.12
Total for Check Number 24929:				611.12
24930	452 72435	Keystone Ridge Designs, Inc. Walker Memorial Bench for Park	06/10/2025	2,805.00
Total for Check Number 24930:				2,805.00
24931	387 2737 2737 2737	Metro-INET June IT/Phone June IT/Phone June IT/Phone	06/10/2025	315.17 624.71 1,874.12
Total for Check Number 24931:				2,814.00
24932	99 2299	Metropolitan Area Management Association Luncheon Meeting - HB	06/10/2025	35.00
Total for Check Number 24932:				35.00
24933	24 0001188535	Metropolitan Council Environmental Service July Waste Water	06/10/2025	14,836.69
Total for Check Number 24933:				14,836.69
24934	28	Mike McPhillips Inc	06/10/2025	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	57504	Spring Street Sweeping		6,580.00
			Total for Check Number 24934:	6,580.00
24935	84	North Star Bank Cardmember Services	06/10/2025	
	062025	Amazon - Park Signs		50.91
	062025	Costco - Paper Towels		35.97
	062025	Amazon - Street Signs		49.82
	062025	May Costco Fuel		38.13
	062025	May Costco Fuel		38.13
	062025	Pioneer Press Subscription		14.00
	062025	Amazon - Graduation Gift Supplies		29.22
	062025	May Costco Fuel		177.94
	062025	Brackets for Street Signs		62.93
	062025	JB - Notary Stamp		28.62
	062025	Amazon - Screen Protector for Phone		7.56
	062025	MN Secretary of State - Cannabis Registration		50.00
			Total for Check Number 24935:	583.23
24936	125	Ann Sisel	06/10/2025	
	062025	Pollinator Garden Expenses		277.63
			Total for Check Number 24936:	277.63
24937	26	Stantec Consulting Services Inc	06/10/2025	
	2400043	Sanitary Sewer Project		4,512.75
	2400043	Eustis Street Project		433.50
			Total for Check Number 24937:	4,946.25
24938	4	The Neighborhood Recycling Company Inc	06/10/2025	
	SI014325	April Multi-Family Recycling		4,338.57
	SI014325	April Single Unit Dwelling		631.21
			Total for Check Number 24938:	4,969.78
24939	425	Vestis	06/10/2025	
	2500688917	May Uniforms		23.74
	2500688917	May Uniforms		23.75
	2500694920	June Uniforms		23.75
	2500694920	June Uniforms		23.74
			Total for Check Number 24939:	94.98
			Total for 6/10/2025:	218,522.18
			Report Total (26 checks):	231,320.83

LAUDERDALE COUNCIL ACTION FORM

Meeting Date

June 10, 2025

Agenda Item

Variance Resol 1961 Malvern St

Action Requested

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the May 27 City Council Meeting, the Council directed staff to prepare a resolution of approval for 1.2% lot coverage variance.

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is adopting the attached resolution.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 061025A

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

APPROVING A 1.2% LOT COVERAGE VARIANCE AT 1961 MALVERN STREET

WHEREAS, Sean Gustafson (the “Owner”) is the fee owner of the property at 1961 Malvern Street (the “Property”), which is legally described as:

PIN: 172923230024
Lots 5 and 6, Block 2, Lauderdale’s East Side Addition,
Ramsey County, Minnesota; and

WHEREAS, the Owner has applied for a 1.2% variance to the lot coverage requirement to construct a new single-family home in the R-1 District; and

WHEREAS, city code Section 10-8-8, regarding lot coverage in the R-1 zone, allows for a maximum lot coverage of 30%; and

WHEREAS, a new single-family home is proposed that would exceed the lot coverage by 1.2%; and

WHEREAS, following due notice, a public hearing on the requests was held at the May 27, 2025 city council meeting.

NOW, THEREFORE, after consideration of all relevant information and evidence presented on the applications, the Lauderdale City Council makes the following findings:

1. The variance is in harmony with the general purposes and intent of the city’s zoning ordinance because it is in support of single-family housing in an area zoned for such.
2. The variance is consistent with the city’s comprehensive plan because it promotes single family housing in an area guided for such.
3. The variance will not alter the essential character of the neighborhood because the structure will be of a size and scale of other single-family dwellings in the vicinity.
4. The timing of the City’s zoning ordinance adoption is outside of the Owner’s control and therefore a practical difficulty. The new single-family home proposed by Gustafson meets the City’s draft zoning ordinance, which allows up to 50% total lot coverage between rooved structures (capped at 35%) and other impervious up to 50% total. Based on these numbers, the proposal would result in 31.20% for rooved structures and 18.3% for other impervious. That puts the proposed project at an acceptable 49.55% total impervious.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lauderdale, does hereby approve a 1.2% variance to the lot coverage requirements, based upon the above findings.

Dated: June 10, 2025.

Mary Gaasch, Mayor

Attest:

(SEAL)

Heather Butkowski, City Administrator-Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ upon vote being taken thereon, the following voted in favor thereof:

Members _____, _____, _____, and _____.

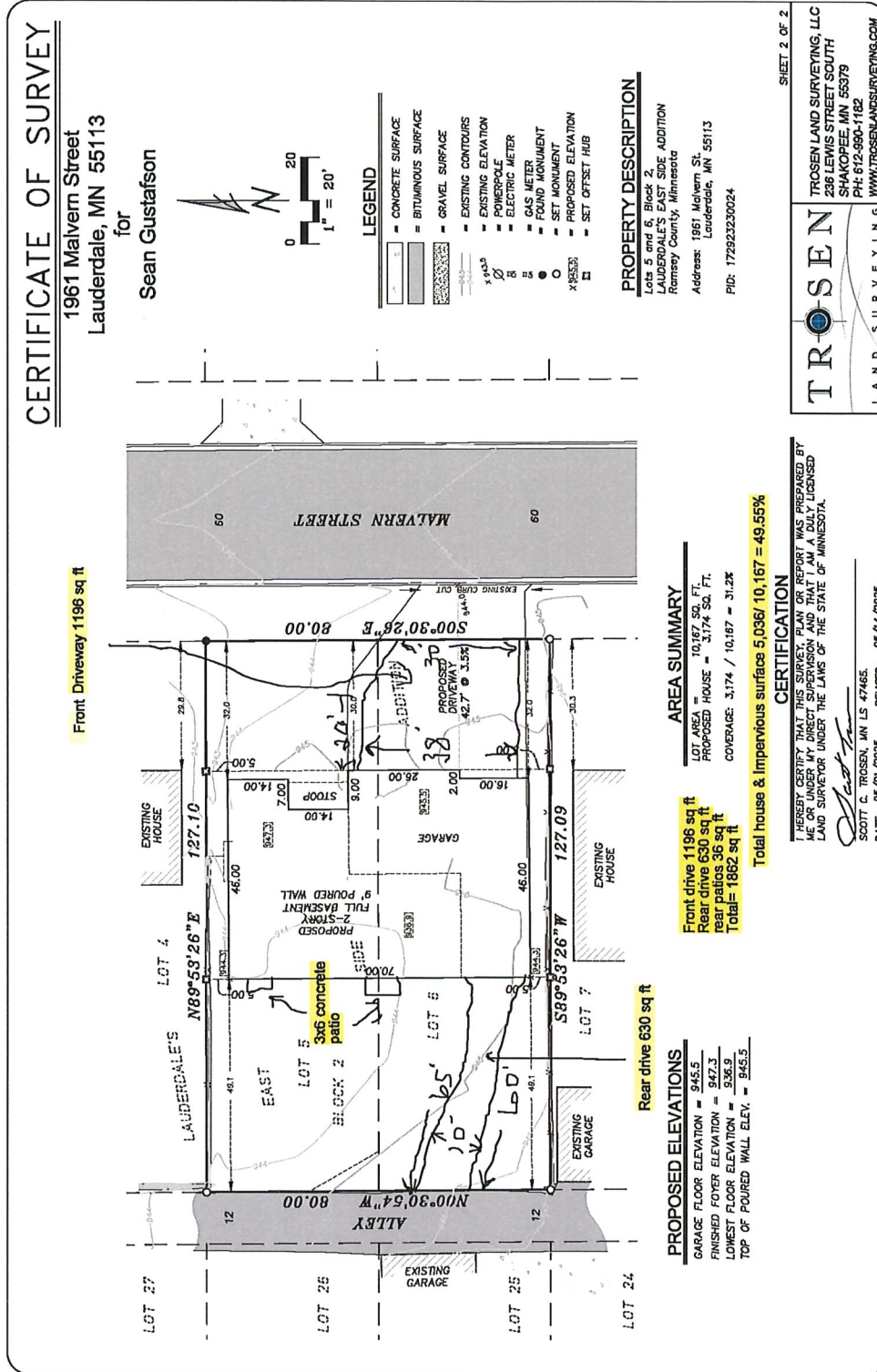
And the following voted against same: _____

Absent: _____

Whereupon said resolution was declared duly passed.

EXHIBIT A

DEPICTION OF TOTAL IMPERVIOUS OF THE PROPERTY



Drafted By:

Heather Butkowski
City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113
651-792-7650
Heather.butkowski@lauderdalemn.org