

<p><b>LAUDERDALE CITY COUNCIL MEETING AGENDA</b> <b>7:00 P.M. TUESDAY, MAY 27, 2025</b> <b>LAUDERDALE CITY HALL, 1891 WALNUT STREET</b></p>
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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 13, 2025 City Council Meeting
- c. Claims Totaling \$60,192.99

**4. CONSENT**

- a. April Finance Reports
- b. Continue Employment of Temporary Administrative Employee

**5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**

**6. INFORMATIONAL PRESENTATIONS / REPORTS**

- a. Eureka Recycling Annual Report

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

**8. 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
- b. Request from the Environment and Sustainability Commission to Install a Pollinator Garden at Lauderdale City Hall.

**9. ITEMS REMOVED FROM THE CONSENT AGENDA**

**10. ADDITIONAL ITEMS**

**11. SET AGENDA FOR NEXT MEETING**

- a. May Finance Reports
- b. Resolution of Denial or Approval for Variance at 1961 Malvern Street
- c. Ramsey County Commissioner MaryJo McGuire

## 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 27, 2025 07:00 PM Central Time (US and Canada)

Topic: March 27, 2025 Lauderdale City Council Webinar

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/89858663453?pwd=gITrRlieWC1pm5QX4aIV16z7XhSUn.1>

Passcode:692466

Join via audio:

+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

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 253 215 8782 US (Tacoma)

Webinar ID: 898 5866 3453

Passcode: 692466

International numbers available: <https://us02web.zoom.us/j/kcJR8M0xR5>

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

Page 1 of 3

May 13, 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, Duane Pulford, Jeff Dains, and Mayor Mary Gaasch.

Councilor absent: Evan Sayre.

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 22, 2025, City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the April 22, 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 Pulford to approve the claims totaling \$61,610.38. Motion carried unanimously.

**Consent**

Councilor Dains moved and seconded by Councilor Kelly to approve the Consent Agenda thereby approving the Day in the Park temporary on-sale liquor license and the Capitol Region Watershed District Cooperative Agreement for Maintenance of Gasperre Ravine Improvements.

**Public Hearings**

A. Variance and Lot Split Application for 1836 Carl Street

Josh Jeans, the owner of 1836 Carl Street, 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.

Mayor Gaasch opened the floor at 7:16 p.m. to those interested in addressing the Council on this topic.

Justin Whitman, 1832 Carl Street, shared that he and the neighbor's benefit from the green space of the

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

Page 2 of 3

May 13, 2025

open lot. He also said he feels like it is a money grab from someone who lives outside of the community. Finally, he shared his concerns about straining our emergency services, infrastructure repercussions, and privacy concerns.

Patricia Rosenberg, 1835 Pleasant Street, expressed her concerns about the new structure. She wanted to know if the construction process would adversely affect the neighborhood, and if the new structure would fit into the existing community.

Mayor Gaasch closed the floor at 7:23 p.m.

The Council discussed the request, and asked the owner of 1836 Carl Street, Josh Jeans, to answer a few questions that they had.

Councilor Pulford made a motion directing staff to bring back a resolution of approval for the next meeting noting three conditions.

1. Drainage from the house on Parcel A may discharge no closer than five feet from the property line as will be verified by the City's building official before any permits are issued for Parcel B.
2. The house on Parcel A must meet state building and fire code requirements, including a one-hour fire wall before any permits are issued for Parcel B.
3. All structures built on Parcel B must be located a minimum of 6.2 feet from the common lot line to ensure a separation of at least 10 feet between structures on the two lots.

This was seconded by Councilor Kelly and approved on a 3-1 roll call vote by Councilor Kelly, Councilor Pulford, and Mayor Gaasch. Councilor Dains voted in dissent.

### **Discussion/Action Item**

#### **A. Tort Liability Limit Waiver Form**

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. Annually, the City Council must determine whether 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 recommend maintaining that practice.

Councilor Pulford made a motion authorizing staff to remit the Liability Coverage—Waiver Form to LMCIT as presented indicating the City does *not* waive the monetary limits on municipal tort liability established by MS 466.04. This was seconded by Councilor Kelly and carried unanimously.

#### **B. Follow Up from April 22 City Council Meeting**

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. The comprehensive list was shared during the meeting.



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

Page 3 of 3

May 13, 2025

**Set Agenda for Next Meeting**

Butkowski stated that the June 10 Council meeting might include the April finance reports, the Eureka Recycling annual report, and a resolution of approval for the variance lot split application for 1836 Carl Street.

**Work Session**

**A. Community Development Update**

Butkowski shared that the sustainability fair took place at the end of April and by all accounts was successful. She continued to say that there is an environmental committee meeting next week, and finally, staff will put together congratulatory cards for the upcoming high school graduates residing in Lauderdale.

**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 he enjoyed the sustainability fair. He also said that he is concerned about the intersection of Carl Street and Ione Street with the number of children that play in the area.

Gary Brandenburg, 1773 Carl Street, thanked Administrator Butkowski for putting together the list of citizen concerns from the April 22 council meeting. He also asked for the dangerous dog topic to be addressed at a future meeting for more residents to attend.

**Adjournment**

Councilor Dains moved and seconded by Councilor Pulford to adjourn the meeting at 8:14 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 27, 2025  
**Subject:** List of Claims

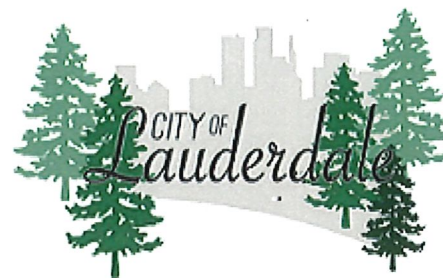
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The claims totaling \$60,192.99 are provided for City Council review and approval that includes check numbers 29398 to 29418.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
Printed: 5/23/2025 11:49 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	34	AFSCME MN Council 5 PR Batch 51100.05.2025 Union Dues	05/23/2025 PR Batch 51100.05.2025 Unio	249.92
Total for this ACH Check for Vendor 34:				249.92
ACH	389	BCBSM Inc PR Batch 51100.05.2025 Vision Insurance	05/23/2025 PR Batch 51100.05.2025 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH	415	Securian Life Insurance Company PR Batch 51100.05.2025 Life Insurance	05/23/2025 PR Batch 51100.05.2025 Life	229.23
Total for this ACH Check for Vendor 415:				229.23
ACH	423	Madison National Life Ins Co Inc PR Batch 51100.05.2025 Long Term Disability PR Batch 51100.05.2025 Short Term Disability	05/23/2025 PR Batch 51100.05.2025 Lon; PR Batch 51100.05.2025 Sho	101.65 93.64
Total for this ACH Check for Vendor 423:				195.29
ACH	43	Public Employees Retirement Association PR Batch 51100.05.2025 PERA Coordinated PR Batch 51100.05.2025 PERA Coordinated	05/23/2025 PR Batch 51100.05.2025 PER PR Batch 51100.05.2025 PER	1,323.67 1,147.17
Total for this ACH Check for Vendor 43:				2,470.84
ACH	44	Minnesota Department of Revenue PR Batch 51100.05.2025 State Income Tax	05/23/2025 PR Batch 51100.05.2025 Stat	818.72
Total for this ACH Check for Vendor 44:				818.72
ACH	45	ICMA Retirement Corporation PR Batch 51100.05.2025 Deferred Comp PR Batch 51100.05.2025 Deferred Comp	05/23/2025 PR Batch 51100.05.2025 Def PR Batch 51100.05.2025 Def	1,087.30 1,782.87
Total for this ACH Check for Vendor 45:				2,870.17
ACH	46	Internal Revenue Service PR Batch 51100.05.2025 Medicare Employee Pc PR Batch 51100.05.2025 FICA Employer Portio PR Batch 51100.05.2025 Federal Income Tax PR Batch 51100.05.2025 Medicare Employer Po PR Batch 51100.05.2025 FICA Employee Portio	05/23/2025 PR Batch 51100.05.2025 Med PR Batch 51100.05.2025 FIC. PR Batch 51100.05.2025 Fede PR Batch 51100.05.2025 Med PR Batch 51100.05.2025 FIC.	304.83 1,303.27 2,189.45 304.83 1,303.27
Total for this ACH Check for Vendor 46:				5,405.65
Total for 5/23/2025:				12,252.64
29398	15	Be There Pest Control LLC	05/27/2025	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	84008	2Q25 Pest Control		118.00
			Total for Check Number 29398:	118.00
29399	369 59043230	BMI DIP Music License	05/27/2025	446.00
			Total for Check Number 29399:	446.00
29400	192 240435313	Comcast Holdings Corporation May Internet	05/27/2025	413.00
			Total for Check Number 29400:	413.00
29401	25 EMCOM-12458 EMCOM-12473 EMCOM-12490	County of Ramsey April Fleet Support April 911 Dispatch Services April CAD Services	05/27/2025	6.24 553.67 83.17
			Total for Check Number 29401:	643.08
29402	25 052025	County of Ramsey Recording Fee - 1760 Carl Street Tree Removal	05/27/2025	46.00
			Total for Check Number 29402:	46.00
29403	223 10814436941	Dell Marketing LP Council Room Computer	05/27/2025	993.01
			Total for Check Number 29403:	993.01
29404	19 101290	Ehlers and Associates Inc 2025 Continuing Disclosure Report	05/27/2025	850.00
			Total for Check Number 29404:	850.00
29405	451 052025	Good Tree Care LTD Tree Removal - 1760 Carl Street	05/27/2025	9,737.50
			Total for Check Number 29405:	9,737.50
29406	450 052025	Connie Goodmanson Refund for Social Room Cancellation	05/27/2025	75.00
			Total for Check Number 29406:	75.00
29407	31 187702 187702	Kennedy & Graven Chartered April Legal- 1852 Carl Hazardous Structure April Legal Services	05/27/2025	2,290.00 440.00
			Total for Check Number 29407:	2,730.00
29408	185 052025 052025 052025	Lauderdale Certified Auto Repair Inc April Fuel April Fuel April Fuel	05/27/2025	80.29 17.20 17.20
			Total for Check Number 29408:	114.69
29409	387 2683 2683 2683	Metro-INET May IT/Phone May IT/Phone May IT/Phone	05/27/2025	624.71 1,874.12 315.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 29409:				2,814.00
29410	11 2025-512	North Suburban Communications Commiss 1Q25 Contribution	05/27/2025	988.64
Total for Check Number 29410:				988.64
29411	10 0001880889 0001885601	On Site Sanitation Inc 04/29/2025 - 06/06/2025 Park Portable Restroom 05/10/2025 - 06/06/2025 Park Portable Restroom	05/27/2025	179.46 170.00
Total for Check Number 29411:				349.46
29412	388 PS-INV107386	PeopleService Inc June Wastewater	05/27/2025	660.00
Total for Check Number 29412:				660.00
29413	5 619861-04-25	Premium Waters Inc April Water Service	05/27/2025	36.14
Total for Check Number 29413:				36.14
29414	3 555776087	US National Equipment Finance Inc June Copier Lease	05/27/2025	155.00
Total for Check Number 29414:				155.00
29415	90 6112375216 6112375216 6112375216	Verizon Wireless April Cell Phone April Cell Phone April Cell Phone	05/27/2025	41.05 41.04 82.09
Total for Check Number 29415:				164.18
29416	425 2500677004 2500677004 2500682980 2500682980	Vestis May Uniforms May Uniforms May Uniforms May Uniforms	05/27/2025	23.74 23.75 23.75 23.74
Total for Check Number 29416:				94.98
29417	358 39082	Visu-Sewer, Inc. Clean and Televiser Sanitary Sewer	05/27/2025	25,447.53
Total for Check Number 29417:				25,447.53
29418	74 925664363 925735830 925822686 925822686 925832684 925901490 926114604 926114604 926114604 926114604	Xcel Energy 2430 Larpenteur Avenue W Larpenteur Bridge Lights 1891 Walnut Street 1891 Walnut Street April Street Lighting Larpenteur Avenue 1917 Walnut Street 1885 Fulham Street 1917 Walnut Street 1885 Fulham Street	05/27/2025	10.08 46.77 117.47 175.87 525.82 52.54 22.14 28.48 44.27 40.70
Total for Check Number 29418:				1,064.14

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for 5/27/2025:				47,940.35
Report Total (29 checks):				60,192.99

## LAUDERDALE COUNCIL ACTION FORM

<b>Meeting Date</b>	May 27, 2025	<b>Agenda Item</b>	April Finances
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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:

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 April 2025. The balances include year-end journal entries.

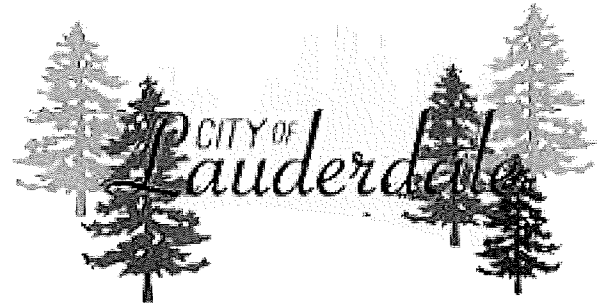
### STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's financial report for April 2025.

# General Ledger

## Cash Balances

User: heather.butkowski  
 Printed: 5/13/2025 10:17:19 AM  
 Period 04 - 04  
 Fiscal Year 2025



Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-3,095,872.96	147,030.24	156,237.90	-3,105,080.62
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	33,570.96	67.40	677.00	32,961.36
Cash	227-00000-000-10100	72,912.47	135.98	6,548.66	66,499.79
Cash	306-00000-000-10100	133,225.97	272.99	0.00	133,498.96
Cash	401-00000-000-10100	88,222.77	166.23	7,100.00	81,289.00
Cash	403-00000-000-10100	587,293.51	1,203.40	0.00	588,496.91
Cash	404-00000-000-10100	213,233.78	436.93	0.00	213,670.71
Cash	406-00000-000-10100	373,608.29	765.54	0.00	374,373.83
Cash	414-00000-000-10100	388,796.07	790.39	3,064.50	386,521.96
Cash	416-00000-000-10100	1,715.28	3.51	0.00	1,718.79
Cash	602-00000-000-10100	993,703.63	15,524.75	67,037.79	942,190.59
Cash	603-00000-000-10100	405,348.77	4,838.83	10,523.89	399,663.71
<b>Current Assets</b>		<b>195,858.54</b>	<b>171,236.19</b>	<b>251,189.74</b>	<b>115,904.99</b>
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
<b>Petty Cash</b>		<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
Investments - Fair Value Adj	101-00000-000-10410	3,581,855.53	7,320.58	125,000.00	3,464,176.11
<b>Investments</b>		<b>3,581,855.53</b>	<b>7,320.58</b>	<b>125,000.00</b>	<b>3,464,176.11</b>
<b>Grand Total</b>		<b><u>3,778,014.07</u></b>	<b><u>178,556.77</u></b>	<b><u>376,189.74</u></b>	<b><u>3,580,381.10</u></b>



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% ExpendCollect
<b>101</b>	<b>General Fund</b>					
	<b>Revenue</b>					
	Taxes	1,225,700.00	0.00	-1,164.71	1,226,864.71	-0.10
	Licenses and Permits	73,100.00	2,774.75	10,935.95	62,164.05	14.96
	Intergovernmental Revenues	499,675.00	0.00	46,979.44	452,695.56	9.40
	Charges for Services	14,100.00	1,774.80	4,341.31	9,758.69	30.79
	Fines and Forfeits	30,000.00	3,517.33	8,995.20	21,004.80	29.98
	Miscellaneous Revenue	67,497.00	968.84	8,495.13	59,001.87	12.59
	Other Financing Sources	31,160.00	0.00	0.00	31,160.00	0.00
		<u>1,941,232.00</u>	<u>9,035.72</u>	<u>78,582.32</u>	<u>1,862,649.68</u>	<u>4.05</u>
	<b>Revenue</b>					
	<b>Expense</b>					
	Personal Services	478,382.00	36,262.23	172,084.30	306,297.70	35.97
	Supplies	18,344.00	620.43	4,243.28	14,100.72	23.13
	Other Services and Charges	1,444,506.00	99,546.54	366,702.68	1,077,803.32	25.39
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
		<u>1,941,232.00</u>	<u>136,429.20</u>	<u>543,030.26</u>	<u>1,398,201.74</u>	<u>27.97</u>
	<b>Expense</b>					
<b>101</b>	<b>General Fund</b>	0.00	-127,393.48	-464,447.94	464,447.94	0.00

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue					
	Taxes	12,000.00	0.00	0.00	12,000.00	0.00
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	750.00	67.40	539.09	210.91	71.88
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	12,750.00	67.40	539.09	12,210.91	4.23
	Expense					
	Personal Services	0.00	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	13,300.00	677.00	3,001.11	10,298.89	22.56
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Expense	13,300.00	677.00	3,001.11	10,298.89	22.56
	Communications	-550.00	-609.60	-2,462.02	1,912.02	447.64

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	6,200.00	0.00	4,826.00	1,374.00	77.84
	Miscellaneous Revenue	<u>75,000.00</u>	<u>135.98</u>	<u>2,829.65</u>	<u>72,170.35</u>	<u>3.77</u>
	<b>Revenue</b>	<b>81,200.00</b>	<b>135.98</b>	<b>7,655.65</b>	<b>73,544.35</b>	<b>9.43</b>
	Expense					
	Personal Services	23,404.00	1,815.24	8,029.65	15,374.35	34.31
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	54,258.00	4,733.42	14,200.26	40,057.74	26.17
	Capital Outlay	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>
	<b>Expense</b>	<b>78,012.00</b>	<b>6,548.66</b>	<b>22,229.91</b>	<b>55,782.09</b>	<b>28.50</b>
227	Recycling	3,188.00	-6,412.68	-14,574.26	17,762.26	-457.16

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	4,000.00	272.99	2,057.70	1,942.30	51.44
	Other Financing Sources	119,439.00	0.00	1,506.26	117,932.74	1.26
	Revenue	123,439.00	272.99	3,563.96	119,875.04	2.89
	Expense					
	Other Services and Charges	1,000.00	0.00	575.00	425.00	57.50
	Debt Service	115,500.00	0.00	107,750.00	7,750.00	93.29
	Expense	116,500.00	0.00	108,325.00	8,175.00	92.98
306	2019A Improvement Bonds	6,939.00	272.99	-104,761.04	111,700.04	-1,509.74

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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	3,200.00	166.23	1,357.16	1,842.84	42.41
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	3,200.00	166.23	1,357.16	1,842.84	42.41
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	55,000.00	7,100.00	7,100.00	47,900.00	12.91
	Other Uses	31,160.00	0.00	0.00	31,160.00	0.00
	Expense	86,160.00	7,100.00	7,100.00	79,060.00	8.24
401	General Capital Projects	-82,960.00	-6,933.77	-5,742.84	-77,217.16	6.92

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	Street Capital Projects					
	Revenue					
	Intergovernmental Revenues	36,778.00	0.00	0.00	36,778.00	0.00
	Miscellaneous Revenue	15,000.00	1,203.40	9,122.71	5,877.29	60.82
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	51,778.00	1,203.40	9,122.71	42,655.29	17.62
	Expense					
	Other Services and Charges	500.00	0.00	0.00	500.00	0.00
	Capital Outlay	5,000.00	0.00	1,355.00	3,645.00	27.10
	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	1,355.00	4,145.00	24.64
403	Street Capital Projects	46,278.00	1,203.40	7,767.71	38,510.29	16.78



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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	7,000.00	436.93	3,323.81	3,676.19	47.48
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	7,000.00	436.93	3,323.81	3,676.19	47.48
	Expense					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	10,000.00	0.00	0.00	10,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	10,000.00	0.00	0.00	10,000.00	0.00
404	Park Capital Projects	-3,000.00	436.93	3,323.81	-6,323.81	-110.79

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
406	Park Dedication Revenue	12,000.00	765.54	5,823.68	6,176.32	48.53
	Miscellaneous Revenue					
	Revenue	12,000.00	765.54	5,823.68	6,176.32	48.53
406	Park Dedication	12,000.00	765.54	5,823.68	6,176.32	48.53

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development					
	Revenue					
	Miscellaneous Revenue	11,000.00	790.39	6,028.42	4,971.58	54.80
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	11,000.00	790.39	6,028.42	4,971.58	54.80
	Expense					
	Other Services and Charges	0.00	3,064.50	3,064.50	-3,064.50	0.00
	Other Uses	68,178.00	0.00	0.00	68,178.00	0.00
	Expense	68,178.00	3,064.50	3,064.50	65,113.50	4.49
414	Development	-57,178.00	-2,274.11	2,963.92	-60,141.92	-5.18

# General Ledger Revenue vs Expense

User: heather.burkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
416	TIF District No. 1-2					
	Revenue					
	Taxes	12,500.00	0.00	0.00	12,500.00	0.00
	Miscellaneous Revenue	5.00	3.51	27.82	-22.82	556.40
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>12,505.00</b>	<b>3.51</b>	<b>27.82</b>	<b>12,477.18</b>	<b>0.22</b>
	Expense					
	Other Services and Charges	600.00	0.00	274.34	325.66	45.72
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Debt Service	12,000.00	0.00	0.00	12,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>12,600.00</b>	<b>0.00</b>	<b>274.34</b>	<b>12,325.66</b>	<b>2.18</b>
416	TIF District No. 1-2	-95.00	3.51	-246.52	151.52	259.49

# General Ledger Revenue vs Expense

User: heather.butkowski  
Printed: 5/13/2025 10:18:17 AM  
Period 04 - 04  
Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	330,000.00	13,719.04	104,297.84	225,702.16	31.61
	Miscellaneous Revenue	30,000.00	1,926.65	14,977.28	15,022.72	49.92
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>360,000.00</b>	<b>15,645.69</b>	<b>119,275.12</b>	<b>240,724.88</b>	<b>33.13</b>
	Expense					
	Personal Services	86,834.00	6,324.56	28,904.56	57,929.44	33.29
	Supplies	850.00	55.48	197.24	652.76	23.20
	Other Services and Charges	277,040.00	60,778.69	129,461.58	147,578.42	46.73
	Capital Outlay	250,000.00	0.00	0.00	250,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>614,724.00</b>	<b>67,158.73</b>	<b>158,563.38</b>	<b>456,160.62</b>	<b>25.79</b>
602	Sanitary Sewer	-254,724.00	-51,513.04	-39,288.26	-215,435.74	15.42

# General Ledger Revenue vs Expense

User: heather.butkowski  
Printed: 5/13/2025 10:18:17 AM  
Period 04 - 04  
Fiscal Year 2025



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	150,000.00	4,042.91	33,692.42	116,307.58	22.46
	Miscellaneous Revenue	13,000.00	817.26	6,422.32	6,577.68	49.40
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	163,000.00	4,860.17	40,114.74	122,885.26	24.61
	Expense					
	Personal Services	69,880.00	5,082.62	23,154.79	46,725.21	33.14
	Supplies	850.00	55.47	197.23	652.77	23.20
	Other Services and Charges	40,400.00	5,407.14	14,777.46	25,622.54	36.58
	Capital Outlay	50,000.00	0.00	0.00	50,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	161,130.00	10,545.23	38,129.48	123,000.52	23.66
603	Storm Water	1,870.00	-5,685.06	1,985.26	-115.26	106.16

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



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



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 5/13/2025 10:18:17 AM  
 Period 04 - 04  
 Fiscal Year 2025



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		2,779,104.00	33,383.95	275,414.48	2,503,689.52	0.0991
Expense Total		3,107,336.00	231,523.32	885,072.98	2,222,263.02	0.2848
Grand Total		-328,232.00	-198,139.37	-609,658.50	281,426.50	1.8574

## LAUDERDALE COUNCIL ACTION FORM

<b>Meeting Date</b>	May 27, 2025	<b>Agenda Item</b>	Temp Employee
---------------------	--------------	--------------------	---------------

### 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:

Last summer, the City shared William Farley as an intern with the City of Falcon Heights. The City Council then hired him to work on organizing and digitizing city records from January through May. This summer, he will be an intern for the City of Minnetonka. Time permitting, he is willing to continue working for Lauderdale on projects – primarily organizing and digitizing city records. Staff is asking for the Council to hire William for up to sixteen hours each month at \$20.00 per hour from June through December. This was the rate he was hired for as an intern. Another staff member has been working a few less hours each pay period. The funding for William is from these unspent dollars.

### STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council hires William Farley for up to 16 hours per month from June through December at a rate of \$20.00 per hour.

## LAUDERDALE COUNCIL ACTION FORM

**Meeting Date**

May 27, 2025

**Agenda Item** Eureka Recycling Annual Report

### Action Requested

Consent	<input 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:

Joanna Stone from Eureka Recycling will be here to give an informational presentation about their annual report.

### STAFF RECOMMENDATION:



# Lauderdale Recycling Update

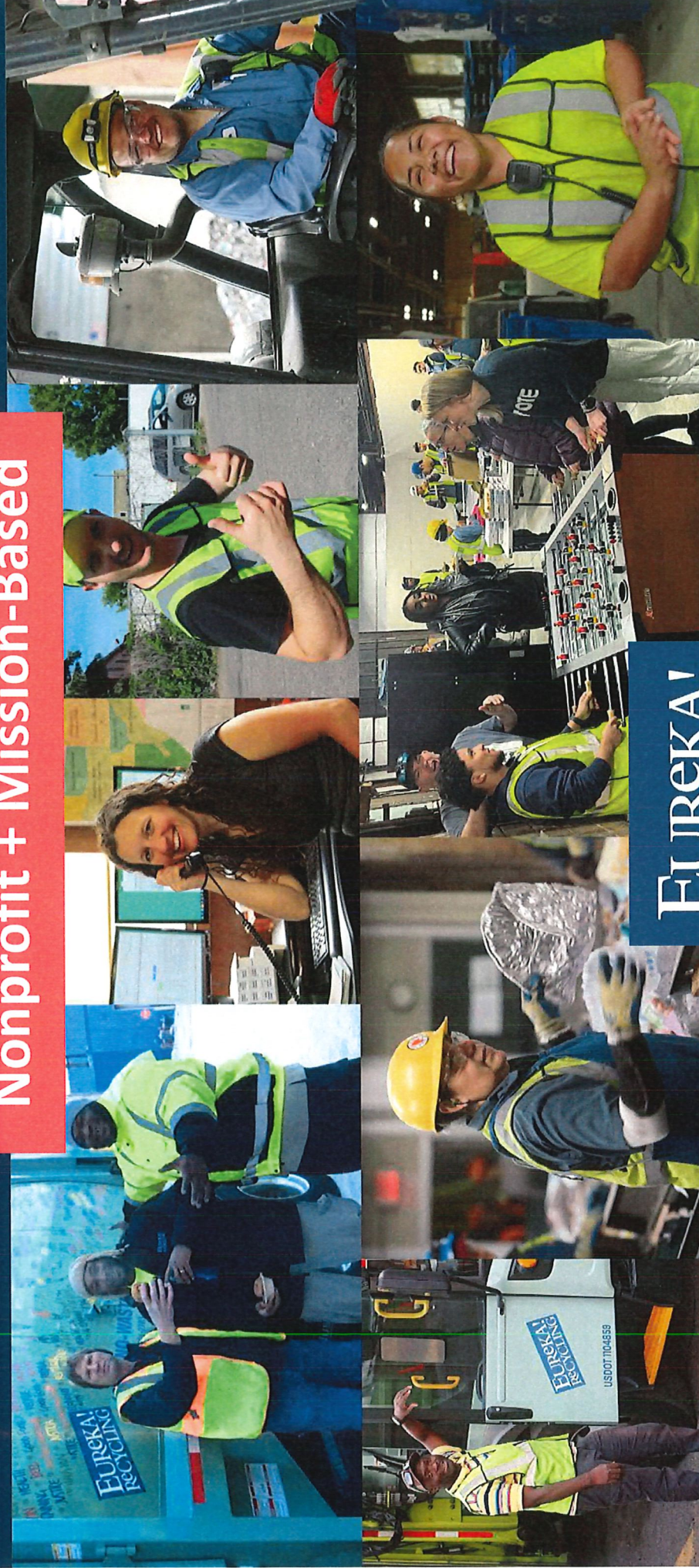
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May 27, 2025

**Joanna Stone**  
Director of Customer Relations



# Nonprofit + Mission-Based



EUREKA!  
RECYCLING



# How You Recycle Matters



Living wages  
FTE's w/ benefits  
Safety as a value

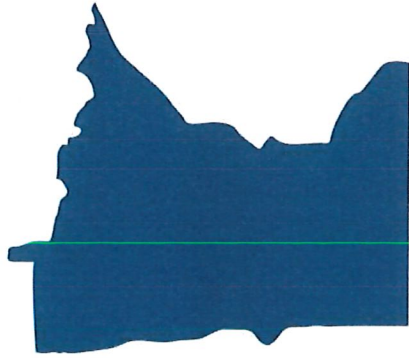
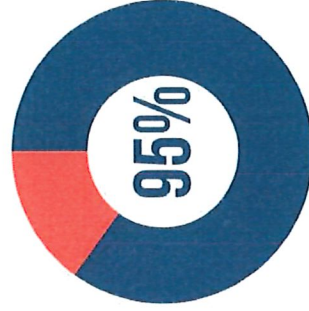
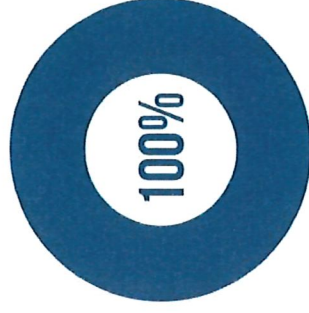


Highest and best use  
Prevent resource extraction



Local transparent markets  
Thriving regional economy

## Where Does it Go?





## Core Coalitions



An alliance of organizations committed to advancing a future for Minnesota without waste.

Our movement centers the voices and experiences of frontline communities, who are most negatively and directly impacted by the extraction of resources, production of goods, and disposal of waste.

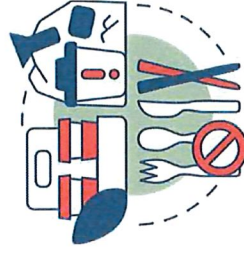


AMBR works with recyclers, manufacturers, product designers, elected officials, and communities to create systemic change.

We work to evolve recycling systems to better protect people and the planet, mitigate climate change, and strengthen communities.



# Packaging Waste & Cost Reduction Act



Producers sell packaging & single-use products into the state



The Producer Responsibility Organization (PRO) collects fees based on the material type and amount.



The fees are used to cover a number of activities needed to reach targets including collections, sorting, infrastructure investments, and community education.

# Covered Materials



## Packaging

Material to transport, protect or handle a product



## Food Packaging

Materials to protect deliver, serve, or store food and beverages



## Paper Products

Paper excluding books and newspaper

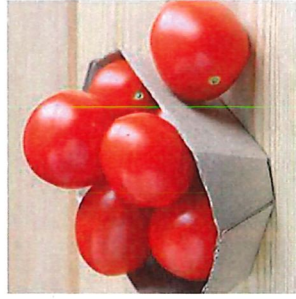
# Program Packaging Requirement

# 2032

All packaging must be reusable,  
recyclable or compostable



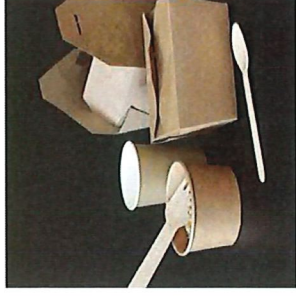
# Statewide Performance Requirements



**% of covered  
material to be  
reduced  
overall**



**Recycling  
Rate**



**Composting  
Rate**



**Reuse Rate  
&  
Return Rate**



**% of postconsumer  
recycled content to be  
used, by material type**



# Recycling Program Participation

Participation Study	2022	2023	2024
Set Out Rate	71%	74%	75%
Participation Rate	93%	95%	97%
Phone Calls and Emails	2022	2023	2024
Curbside Calls	103	112	165
Multifamily Calls	0	2	10
<b>Total Calls</b>	<b>103</b>	<b>114</b>	<b>175</b>

# Lauderdale Tonnage

Tonnage by Year	2022	2023	2024
News Mix	92.56	85.12	78.19
Cardboard	17.18	15.80	14.52
Mixed Paper	7.76	7.14	6.56
Aluminum Cans	2.71	2.49	2.29
Steel Cans	2.83	2.60	2.39
HDPE Natural	1.94	1.78	1.64
HDPE Color	0.75	0.69	0.64
PET	5.19	4.77	4.39
Tubs and Lids	0.36	0.33	0.30
Mix Glass	34.51	31.74	29.15
Milk Cartons/Juice Boxes	0.22	0.20	0.19
Residual	5.28	4.85	4.46
<b>Total Tons of Recycling</b>	<b>171.28</b>	<b>157.52</b>	<b>144.72</b>



# What Can I Recycle?

**YES!**

Recycle all these items  
together in your cart



AT THE CURB  
BY 7AM



**Cardboard and  
Delivery Pizza Boxes**  
must be flattened and small  
enough to fit in the cart



**Milk Cartons  
and Juice Boxes**  
rinse clean, replace caps



**Newspaper**  
with inserts



**Most Plastic Food and  
Beverage Containers**  
empty, rinse, put caps or lids  
back on when you can  
#1, #2 & #5 accepted



**Magazines, Mail,  
Phonebooks,  
Office Paper**



**Boxboard**  
pop and beer boxes, too!  
Please remove plastic liners  
or bags, flatten



**Glass Bottles  
and Jars**  
rinse clean, remove  
caps and lids



**Steel & Aluminum  
Cans, Aerosol Cans,  
Foil and Trays**  
rinse clean, labels are OK

**EUREKA!  
RECYCLING**

# Common Contaminants

## No!

Don't place these items  
in your recycling cart



NO PLASTIC BAGS  
DO NOT BAG YOUR RECYCLING

- Aerosol cans that contained hazardous materials
- Batteries (all types)
- Black plastic
- Bulky items, containers larger than 3 gallons
- Ceramic or pottery
- Clothes & linens
- Cords, wires, hoses & holiday lights
- Disposable cups, plates, utensils
- Electronics & appliances
- Freezer boxes
- Light bulbs
- Meal delivery kit insulation
- Packaging from toys or electronics
- Plant pots
- Plastic bags & film plastic
- Plastics labeled #3, #6, #7
- Pots, pans, dishes
- Propane tanks or other fuel tanks/bottles
- Scrap metal
- Sharps containers
- Shipping envelopes w/ any plastic
- Shredded paper
- Styrofoam™
- Tissue paper and napkins

EUREKA!  
RECYCLING



# ReCollect App

## Pick-Up Calendar



## What Can I Recycle?

Use the search bar below to find out if a specific item or material is accepted at our recycling facility. You can also download our app on your Android or iOS phone – just search “Eureka Recycling”

Type the name of a waste item and we'll tell you how to recycle or dispose of it.

Search



Lauderdale residents can use the ReCollect App directly on our website or can download the mobile app for free by searching for “Eureka Recycling” in their app store.

EUREKA!  
RECYCLING





EUREKA!  
RECYCLING

Thank you!

## LAUDERDALE COUNCIL ACTION FORM

**Meeting Date**

May 27, 2025

**Agenda Item** 1961 Malvern St Lot Cov. Variance

### Action Requested

Consent	<input type="checkbox"/>	Public Hearing	<input checked="" 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:

See attached memo.

### STAFF RECOMMENDATION:

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

MEMO

DATE: MAY 27, 2025  
TO: MAYOR AND COUNCIL  
FROM: JIM BOWNIK  
RE: VARIANCE APPLICATION FOR 1961 MALVERN STREET

Subject Property: 1961 Malvern St, Lauderdale, MN 55113  
Applicant/Owner: Sean Gustafson

Proposal: The owner 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.

### **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 has described the proposed project and why a variance is requested in the attached letter and provided answers to the questions in the Variance Checklist:

- 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**

1961 Malvern Street is comprised of two 40' lots that were previously combined into one 80' lot with one Property Identification Number (PIN). The lot size is 10,167 sq ft., and the lot has an existing house that was built in 1945. The foundation size of the house is 808 sq ft. It also has an existing unattached garage that is 400 sq ft. The total square footage of the current house and garage 1,208 sq ft. Lot coverage for existing conditions is 11.9%.

The owner is proposing to demolish the existing house and garage, and replace them with a new house and attached garage. The new house and garage are proposed to total 3,174 sq ft, which would increase lot coverage to 31.2%. With past lot coverage requests, the City Council has generally approved variances for lot coverage up to 35%, if drainage concerns are addressed. However, not usually for new construction.

"What are the unique circumstances to the property not created by the landowner?" In this case, the proposed project would qualify under the future zoning regulations. The fact that the updated zoning requirements haven't yet been adopted is a unique circumstance that isn't the property owner's fault. The new zoning 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.

Thus, granting the lot coverage variance request would be consistent with the future zoning regulations. Conditions can be added with approval of the variance.

## **ENCLOSURES**

A) Variance application, site plan, and variance checklist.

## **PUBLIC HEARING**

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

## **STAFF RECOMMENDATION**

1) Motion to direct staff to prepare a resolution of approval for the lot coverage variance request at 1961 Malvern Street for the next meeting.



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

## LAND USE APPLICATION

Date: 14 MAY 25

<u>Fee</u>	<u>Escrow</u>	<u>Type of Request</u>	<u>Summary of Request</u>
\$100	\$0	<input type="checkbox"/> Home Occupation	<u>See attached</u>
\$150	\$0	<input checked="" type="checkbox"/> Variance	<u></u>
\$150	\$500	<input type="checkbox"/> Lot Consolidation/Division	<u></u>
\$200	\$0	<input type="checkbox"/> Sign Permit	<u></u>
\$200	\$500	<input type="checkbox"/> Conditional Use	<u></u>
\$200	\$1,000	<input type="checkbox"/> Lot Line Rearrangement	<u></u>
\$500	\$1,500	<input type="checkbox"/> Zoning Amendment*	<u></u>
\$500	\$1,500	<input type="checkbox"/> Subdivision*	<u></u>
\$500	\$5,000	<input type="checkbox"/> PUD*	<u></u>

Document Recording Fee: Recording cost plus Administrative fee

### Applicant Information

Name: Sean C Gustafson  
Address: 1961 Malvern Street  
C, S, Z: Lauderdale, MN 55113  
Phone: 612-751-9918  
Email: sean.gustafson@gmail.com  
Signature: [Signature]

### Owner Information (if different)

Name:   
Address:   
C, S, Z:   
Phone:   
Email:   
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.

<b>For Office Use Only</b>	PIN#: <u></u>
Date of Complete Application: <u></u>	Amount Paid: <u></u> Receipt #: <u></u>
Escrow Fee Paid: <u></u>	Receipt #: <u></u> Date Escrow Returned: <u></u>
PC Recommendation: (approve/deny) <u></u>	Meeting Date: <u></u>
Public Hearing Date: <u></u>	CC Action: (approved/denied) Meeting Date: <u></u>
Conditions? <u></u>	



## **Gustafson Variance Request for 1961 Malvern St**

Please consider granting a variance to the Lot Coverage allowance of no more than 30% for this planned home.

The planned home comes in at 31.2% coverage of the lot, an excess of only 120 square feet on this large lot of 10,167 square feet.

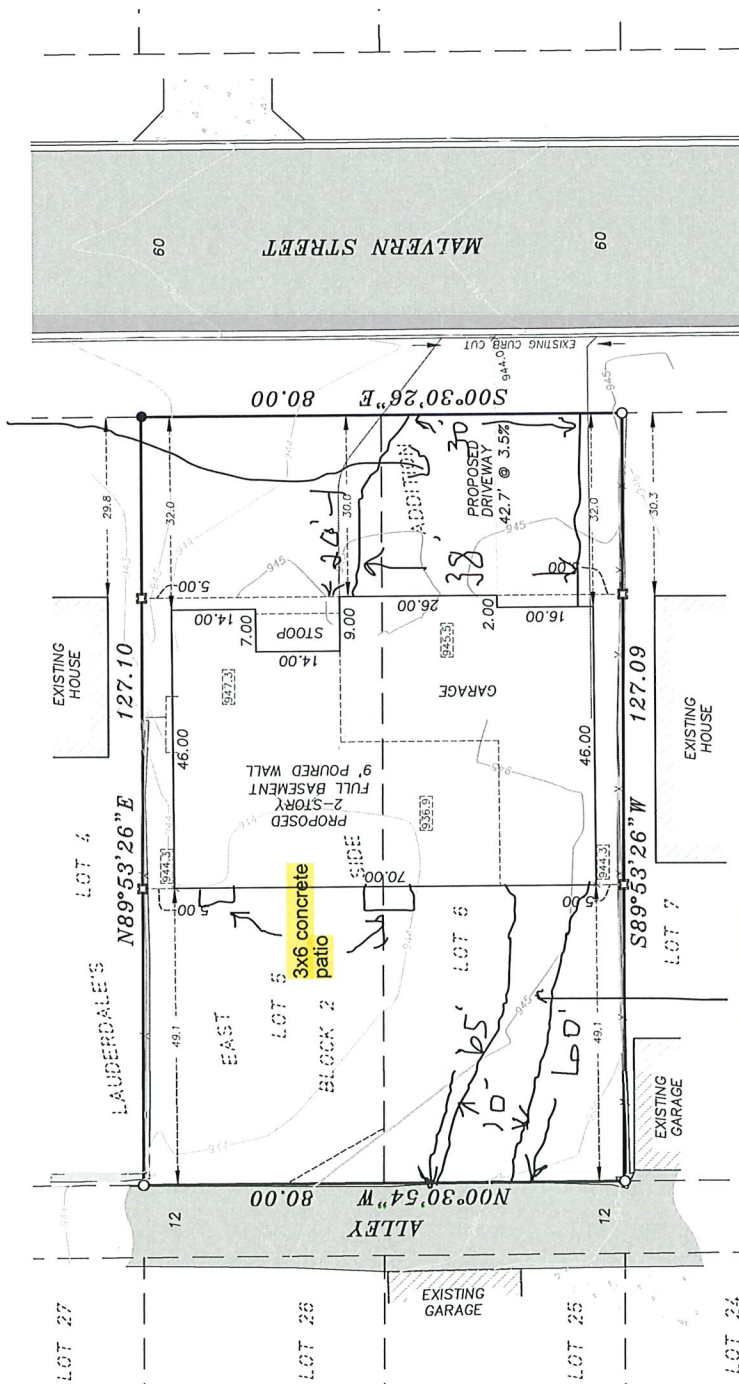
The planned home will be a beautiful, thoughtfully designed addition to Malvern Street, blending in nicely with the homes across the street and others on the block.

It will serve for years to come as the full-time home for a 30-year Army Veteran, his wife and their kids.

A quick review of the site and home plans clearly shows that the current plans do not overburden this property, nor the neighboring homes, and are consistent with the goals of the Lauderdale Comprehensive Plan. The planned home will be safer, more efficient, and will raise the values of all the homes nearby.

1961 Malvern Street  
Lauderdale, MN 55113

for  
Sean Gustafson


$$\begin{aligned} \text{GARAGE FLOOR ELEVATION} &= 945.5 \\ \text{FINISHED FOYER ELEVATION} &= 947.3 \\ \text{LOWEST FLOOR ELEVATION} &= 936.9 \\ \text{TOP OF POURED WALL ELEV.} &= 945.5 \end{aligned}$$

Front drive 1196 sq ft  
Rear drive 630 sq ft  
Rear patios 36 sq ft  
Total= 1862 sq ft

Total house & Impervious surface 5,036/ 10,167 = 49.55%

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Scott C. Trosen*  
SCOTT C. TROSEN, MN LS 47465.  
DATE: 05/01/2025 REVISED:

Lots 5 and 6, Block 2,  
LAUDERDALE'S EAST SIDE ADDITION  
Ramsey County, Minnesota

Address: 1961 Malvern St.  
Lauderdale, MN 55113

PID: 172923230024

SHEET 2 OF 2

TROSEN

LAND SURVEYING  
WWW.TROSENLANDSURVEYING.COM

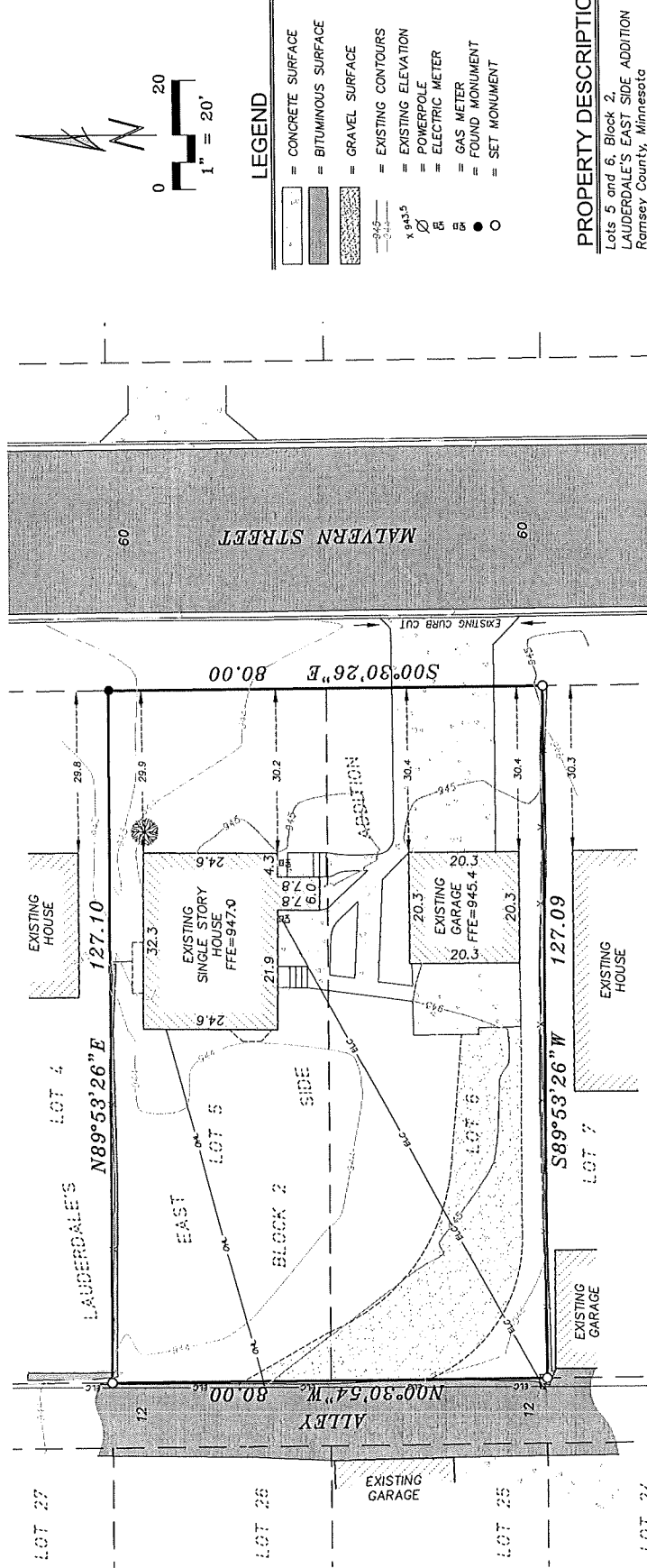


Existing

# CERTIFICATE OF SURVEY

1961 Malvern Street  
Lauderdale, MN 55113

for  
Sean Gustafson



- LEGEND**
- CONCRETE SURFACE
  - BITUMINOUS SURFACE
  - GRAVEL SURFACE
  - EXISTING CONTOURS
  - EXISTING ELEVATION
  - POWERPOLE
  - ELECTRIC METER
  - GAS METER
  - FOUND MONUMENT
  - SET MONUMENT

## PROPERTY DESCRIPTION

Lots 5 and 6, Block 2,  
LAUDERDALE'S EAST SIDE ADDITION  
Ramsey County, Minnesota  
Address: 1961 Malvern St.  
Lauderdale, MN 55113  
PID: 172923230024

## CERTIFICATION

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY  
ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED  
LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Scott C. Trosen*

SCOTT C. TROSEN, MN LS 47465.  
DATE: 05/01/2025 REVISED: 05/14/2025

SHEET 1 OF 2

**TROSEN**

LAND SURVEYING

TROSEN LAND SURVEYING, LLC  
236 LEWIS STREET SOUTH  
SHAKOPEE, MN 55379  
PH: 612-990-1182  
WWW.TROSENLANDSURVEYING.COM

## LAUDERDALE COUNCIL ACTION FORM

**Meeting Date** May 27, 2025 **Agenda Item** Variance Resol. 1836 Carl St.

### Action Requested

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

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the May 13 City Council Meeting, the Council directed staff to prepare a resolution of approval with conditions for a lot division and 1.2-foot variance to the side yard setback requirement at 1836 Carl Street.

### STAFF RECOMMENDATION:

Motion to adopt Resolution 052725A – Approving a Lot Division and 1.2 Foot Variance to the Side Yard Setback Requirement at 1836 Carl Street.

Member Sayre introduced the following resolution and moved its adoption:

**RESOLUTION NO. 052725A**

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

**APPROVING A LOT DIVISION AND 1.2 FOOT VARIANCE TO THE SIDE YARD  
SETBACK REQUIREMENT AT 1836 CARL STREET**

**WHEREAS**, Josh Jeans (the “Owner”) is the fee owner of the property at 1836 Carl Street (the “Property”), which is legally described as:

PIN: 1729233100064  
Lot 24 and 25, Block 3, Rose Hill Addition,  
Ramsey County, Minnesota; and

**WHEREAS**, the Owner has applied to divide the Property into two lots along the same line which existed when the lots were separate, resulting in a southerly lot with an existing single family dwelling (Parcel A) and a northerly lot which is currently vacant (Parcel B); and

**WHEREAS**, the Owner has applied for a 1.2 foot variance to the side-yard setback requirement for the existing single family dwelling on Parcel A; and

**WHEREAS**, city code Section 10-8-8, regarding setbacks in the R-1 zone, requires a five-foot side-yard setback; and

**WHEREAS**, the existing house met setback requirements when the Property was a single lot, but the subdivision to create two lots will reduce the side yard setback to 3.8 feet; and

**WHEREAS**, the Owner has requested the variance with the understanding that any structure built on Parcel B will be required to be 6.2 feet from the common lot line to maintain a 10 foot separation between structures; and

**WHEREAS**, following due notice, a public hearing on the requests was held at the May 13, 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 Property was originally platted as two 40-foot lots and later combined for tax purposes. The subdivision will split the Property along the original lot lines.
2. 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.
3. The variance is consistent with the city’s comprehensive plan because it promotes single family housing in an area guided for such.

4. The variance will not alter the essential character of the neighborhood because the lots in the vicinity are of similar size and dimensions as Parcel A and Parcel B and all structures constructed on Parcel B will be required to maintain a setback of 6.2 feet from the common lot line, thus ensuring a separation of 10 feet between all buildings.
5. The Owner has established that there exist practical difficulties in complying with the zoning ordinance because of the existing house on Parcel A is located 3.8 feet from what will be the new lot line.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Lauderdale, does hereby approve a subdivision of the Property as depicted on Exhibit A attached hereto and a 1.2 foot variance to the side yard setback requirement for Parcel A, subject to the following conditions:

1. Drainage from the house on Parcel A may discharge no closer than five feet from the property line as will be verified by the City's building official before any permits are issued for Parcel B.
2. The house on Parcel A must meet state building and fire code requirements, including a one-hour fire wall before any permits are issued for Parcel B.
3. All structures built on Parcel B must be located a minimum of 6.2 feet from the common lot line to ensure a separation of at least 10 feet between structures on the two lots.
4. The new address for Parcel B will be 1840 Carl Street.

Dated: May 27, 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 Pulford upon vote being taken thereon, the following voted in favor thereof:

Members Kelly, Pulford, Sayre, and Mayor Gaasch.

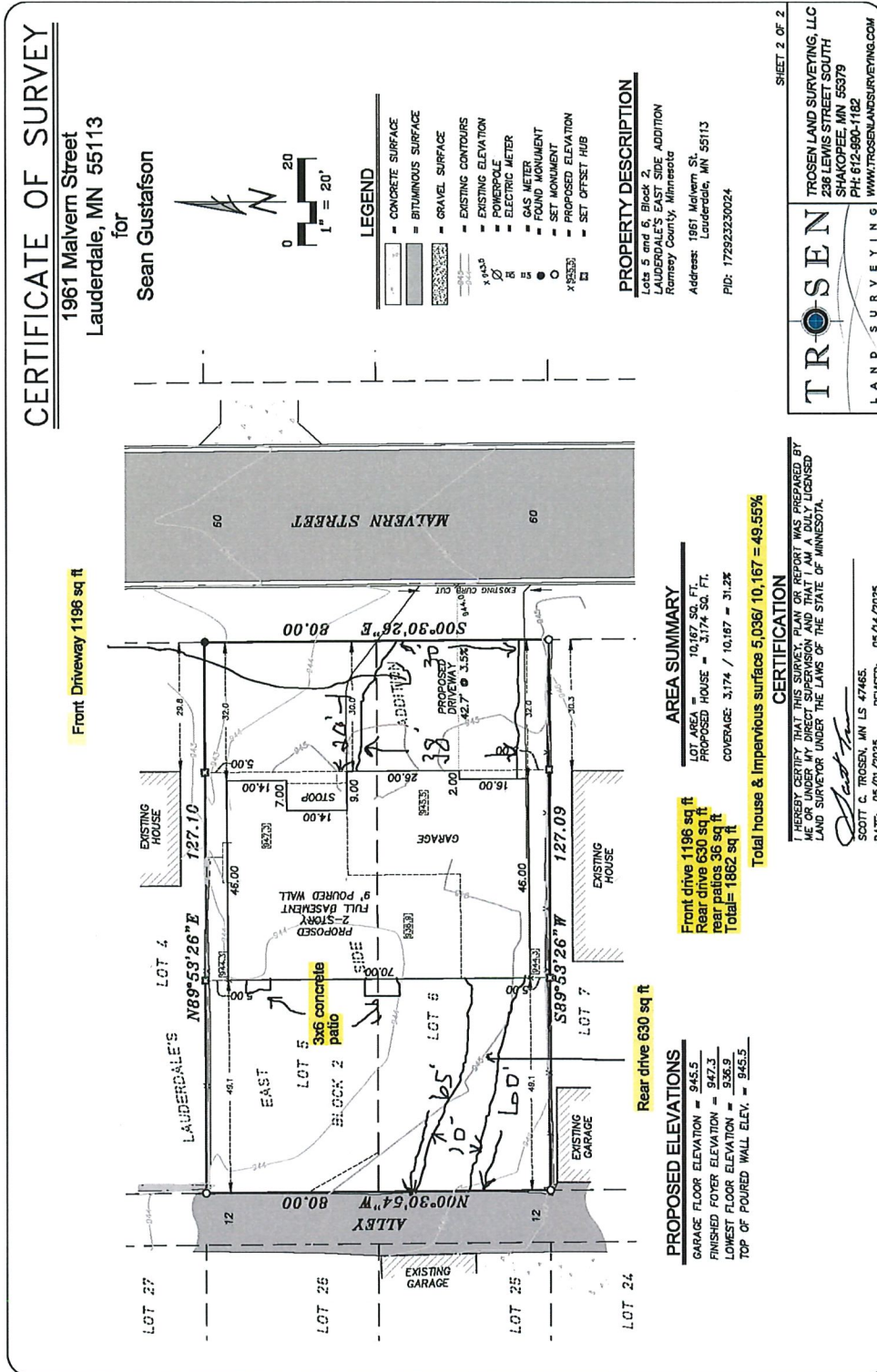
And the following voted against same: Dains

Absent: None

Whereupon said resolution was declared duly passed.

# EXHIBIT A

## DEPICTION OF SUBDIVISION 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](mailto:Heather.butkowski@lauderdalemn.org)

## LAUDERDALE COUNCIL ACTION FORM

<b>Meeting Date</b>	May 27, 2025	<b>Agenda Item</b>	Pollinator Garden
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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:

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 just in case.

### STAFF RECOMMENDATION:

Motion to have the Environment and Sustainability Commission construct a pollinator garden at Lauderdale City Hall.

5/20/25

## Environment Sustainability Committee Request

Minnesota Horticultural Society Quote

***“If you don’t have the plants, then you don’t have the birds or insects for the food web. We just have to start somewhere.”***

### Steps for Gardening for Sustainability

Taken from Summer Northern Gardener 2025

- 1 Stop using chemicals
- 2 Selecting these plants can reduce watering because of their longer roots
- 3 We can watch the birds, insects, and other pollinators in our yards and at the City Hall demonstration Garden.
- 4 Think about creating a spot in your yard that you won’t have to mow
- 5 Visit gardens in nearby cities and arboretums for low water, sustainable landscaping ideas.

This **pocket demonstration garden** we are proposing will be about 40 inches by 12 feet long.



5/20/25

I contacted Margot Monson who is an expert entomologist from the U of M. She has also championed pollinator gardens and gardening. She has helped write educational information for the twin cities area. Bees are not to be feared but protected.

Margot Munson visited this site at Lauderdale City Hall with me and approved the garden placement and plant choices. We also look at my garden at home and she found a queen bee in my Virginia Waterleaf plant. This bee was full of pollen and will be taking it back to her nest for the eggs that will hatch soon. We need to do all we can for Hummingbirds, bees, wasps, bats and all the pollinators.

I respectfully request that we plant a small **pollinator pocket garden**. The total cost will be around \$300. This will be educational and good for our planet. I am hoping to contact the City Council this week to get approval. Prime planting time is now.

Thank you.

Ann E Sisel  
Sustainability and Environment Committee

5/20/25



Serviceberry - native tree or shrub that blooms early spring and forms fruit for the birds.

### **Taller plants**

Goldenrod  
Echinacea Purple Coneflower  
Bee balm (red)  
Butterfly Weed  
Blue Star or Blazing Star

### **Medium height**

Aster  
Little bluestem  
Yarrow

### **Lower plants**

Prairie Dropseed  
maybe marigolds for the edge  
Virginia Waterleaf  
hostas

Later we could buy a rounded bench for large existing tree.