

<p>LAUDERDALE CITY COUNCIL MEETING AGENDA 7:00 P.M. TUESDAY, JUNE 24, 2025 LAUDERDALE CITY HALL, 1891 WALNUT STREET</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 June 10, 2025 City Council Meeting
- c. Claims Totaling \$28,994.91

4. **CONSENT**

- a. Day in the Park Performance Agreement with Lazy Does It Band
- b. Memorandum of Agreement with Ramsey County Parks and Recreation—Soil and Water Conservation District for the Treatment of Japanese Knotweed

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

6. **INFORMATIONAL PRESENTATIONS / REPORTS**

- a. Day in the Park Updates

7. **PUBLIC HEARINGS**

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

- a. Ordinance No. 25-01: Franchise Extension Agreement with Comcast of Minnesota, Inc.

8. **DISCUSSION / ACTION ITEM**

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

10. **ADDITIONAL ITEMS**

11. **SET AGENDA FOR NEXT MEETING**

- a. Resolution No. 070825A – A Resolution Authorizing Publication of Ordinance No. 25-01 by Title and Summary
- b. 2026 TH280 Improvements, MNDOT Area Engineer Chris Bower

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 24, 2025 07:00 PM Central Time (US and Canada)

Topic: June 24, 2025 Lauderdale City Council Webinar

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/86932871575?pwd=Wl5LV2Slks7MEQ3orPUpFg1ZmcRbVC.1>

Passcode:244395

Join via audio:

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+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

Webinar ID: 869 3287 1575

Passcode: 244395

International numbers available: <https://us02web.zoom.us/j/86932871575?pwd=Wl5LV2Slks7MEQ3orPUpFg1ZmcRbVC.1>

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

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June 10, 2025

Call to Order

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

Roll Call

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

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 Pulford moved and seconded by Councilor Dains to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the May 27, 2025, City Council meeting. There being none, Councilor Dains moved and seconded by Councilor Pulford to approve the May 27, 2025, City Council meeting minutes. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Sayre moved and seconded by Councilor Pulford to approve the claims totaling \$231,320.83. Motion carried unanimously.

Councilor Kelly arrived at 7:17 p.m.

Informational Presentations/Reports

A. Ramsey County Commissioner Mary Jo McGuire and County Manager Ling Becker
Commissioner McGuire and Manager Becker approached the City Council to give a PowerPoint presentation. Their presentation covered the County's vision, mission, values, goals, and strategic priorities for the years ahead. After their presentation, they answered questions from the Council.

Discussion/Action Item

A. Resolution No. 061025A – Approving a 1.2% Lot Coverage Variance at 1961 Malvern Street
The owner, Sean Gustafson, applied for a 1.2% variance to the lot coverage requirement to construct a new single-family home in the R-1 District. Butkowski explained that their plan meets the new draft zoning requirements. In essence, they meet the practical difficulties test in that it is not their fault that the new zoning ordinance hasn't yet been adopted.

Councilor Pulford made a motion to approve a 1.2% variance to the lot coverage requirements. This was seconded by Councilor Kelly and carried unanimously.

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

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June 10, 2025

Set Agenda for Next Meeting

Butkowski stated that the June 24 Council meeting might include the May financial report, a Day in the Park update, and an expanded update on items impacting the City.

Work Session

A. Community Development Update

Butkowski shared that Council gifts to the graduating seniors were delivered today.

B. Opportunity for the Public to Address the City Council

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

Leah Holt, 1921 Eustis Street, stated that the intersection of Eutis Street and Roselawn Avenue should be looked at for safety reasons. Her main concerns are speeding, drivers not obeying stop signs, and inattentive driving.

Robert Jacobson, 1747 Carl Street, expressed his gratitude to the Council for installing warning signs to notify drivers that children and pets may be at play in his neighborhood.


Debbie Gustafson, 1961 Malvern Street, joined the meeting via Zoom. She thanked the Council for approving her variance.

There being nobody else interested in speaking, Mayor Gaasch closed the floor.

Adjournment

Councilor Sayre moved and seconded by Councilor Dains to adjourn the meeting at 8:38 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 24, 2025
Subject: List of Claims

The claims totaling \$28,994.91 are provided for City Council review and approval that includes check numbers 29440 to 24955.

Accounts Payable

Checks by Date - Detail by Check Date

User: heather.butkowski
Printed: 6/20/2025 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 51300.06.2025 Union Dues	06/20/2025 PR Batch 51300.06.2025 Uni	249.92
Total for this ACH Check for Vendor 34:				249.92
ACH 389		BCBSM Inc PR Batch 51300.06.2025 Vision Insurance	06/20/2025 PR Batch 51300.06.2025 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH 415		Securian Life Insurance Company PR Batch 51300.06.2025 Life Insurance	06/20/2025 PR Batch 51300.06.2025 Life	229.23
Total for this ACH Check for Vendor 415:				229.23
ACH 423		Madison National Life Ins Co Inc PR Batch 51300.06.2025 Short Term Disability PR Batch 51300.06.2025 Long Term Disability	06/20/2025 PR Batch 51300.06.2025 Sho PR Batch 51300.06.2025 Lon	93.64 101.65
Total for this ACH Check for Vendor 423:				195.29
ACH 43		Public Employees Retirement Association PR Batch 51300.06.2025 PERA Coordinated PR Batch 51300.06.2025 PERA Coordinated	06/20/2025 PR Batch 51300.06.2025 PER PR Batch 51300.06.2025 PER	1,342.81 1,163.76
Total for this ACH Check for Vendor 43:				2,506.57
ACH 44		Minnesota Department of Revenue PR Batch 51300.06.2025 State Income Tax	06/20/2025 PR Batch 51300.06.2025 Stat	834.94
Total for this ACH Check for Vendor 44:				834.94
ACH 45		ICMA Retirement Corporation PR Batch 51300.06.2025 Deferred Comp PR Batch 51300.06.2025 Deferred Comp	06/20/2025 PR Batch 51300.06.2025 Defi PR Batch 51300.06.2025 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 51300.06.2025 Federal Income Tax PR Batch 51300.06.2025 FICA Employee Portio PR Batch 51300.06.2025 Medicare Employee Pc PR Batch 51300.06.2025 Medicare Employer Po PR Batch 51300.06.2025 FICA Employer Portio	06/20/2025 PR Batch 51300.06.2025 Fed PR Batch 51300.06.2025 FIC PR Batch 51300.06.2025 Mec PR Batch 51300.06.2025 Mec PR Batch 51300.06.2025 FIC	2,118.08 1,233.84 288.57 288.57 1,233.84
Total for this ACH Check for Vendor 46:				5,162.90
Total for 6/20/2025:				12,061.84
29440 20		Abdo LLP	06/24/2025	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	508200	2024 Audit		135.00
	508200	2024 Audit		135.00
	508200	2024 Audit		630.00
			Total for Check Number 29440:	900.00
29441	52 062025	Bluechip Tree Company Inc Tree Removal	06/24/2025	5,395.00
			Total for Check Number 29441:	5,395.00
29442	192 242938430	Comcast Holdings Corporation June Internet	06/24/2025	413.00
			Total for Check Number 29442:	413.00
29443	25 EMCOM-012529 EMCOM-012544 EMCOM-012560	County of Ramsey May Fleet Support May CAD Services May 911 Dispatch Services	06/24/2025	6.24 83.17 553.67
			Total for Check Number 29443:	643.08
29444	454 DNRGrant	Gertens Greenhouses & Garden Center Inc. Tree Replacement for DNR Grant	06/24/2025	2,497.50
			Total for Check Number 29444:	2,497.50
29445	61 5050541	Gopher State One Call May Locate Tickets	06/24/2025	33.75
			Total for Check Number 29445:	33.75
29446	453 062025	Cynthia Johnson 1764 Pleasant Street - Refund Canceled Plumbin	06/24/2025	126.00
			Total for Check Number 29446:	126.00
29447	31 188165 188165 188165	Kennedy & Graven Chartered 1852 Carl Hazardous Building General Legal Services 1836 Carl Street Lot Division	06/24/2025	760.00 360.00 540.00
			Total for Check Number 29447:	1,660.00
29448	185 062025 062025 062025	Lauderdale Certified Auto Repair Inc May Fuel May Fuel May Fuel	06/24/2025	15.22 71.03 15.22
			Total for Check Number 29448:	101.47
29449	280 67914	Muska Electric Electrical Work - City Hall Lighting	06/24/2025	2,900.00
			Total for Check Number 29449:	2,900.00
29450	12 2025-079 2025-079 2025-079	NineNorth May Virtual Meeting Charge May Virtual Meeting Production May Webstreaming & Archiving	06/24/2025	105.00 380.00 192.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 29450:				677.00
29451	10 0001900756	On Site Sanitation Inc 06/07/2025 - 07/04/2025 Park Portable Restroom	06/24/2025	320.00
Total for Check Number 29451:				320.00
29452	5 619861-05-25	Premium Waters Inc June Water Delivery	06/24/2025	47.16
Total for Check Number 29452:				47.16
29453	90 6114884331 6114884331 6114884331	Verizon Wireless May Cell Phone May Cell Phone May Cell Phone	06/24/2025	41.04 82.09 41.05
Total for Check Number 29453:				164.18
29454	425 2500700914 2500706879	Vestis June Uniforms June Uniforms	06/24/2025	47.49 47.49
Total for Check Number 29454:				94.98
29455	74 929849256 929907798 929917578 930104128 930280885 930280885 930301007 930301007 930301007 930301007	Xcel Energy Larpenteur Bridge Lights May Street Lighting 2430 Larpenteur Avenue W Larpenteur Avenue 1891 Walnut Street 1891 Walnut Street 1885 Fulham Street 1917 Walnut Street 1885 Fulham Street 1917 Walnut Street	06/24/2025	49.69 532.22 10.53 49.35 44.67 162.53 23.83 23.83 41.19 22.11
Total for Check Number 29455:				959.95
Total for 6/24/2025:				16,933.07
Report Total (24 checks):				28,994.91

LAUDERDALE COUNCIL ACTION FORM

Meeting Date June 24, 2025 **Agenda Item** 7/10/25 DIP Music Agreement

Action Requested

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff is asking the City Council to consider approving the attached performance agreement with Lazy Does It for July music at a cost of \$599.

The July event is scheduled from 5-8 p.m. on Thursday, July 10.

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is approving the attached performance agreement with Lazy Does It.

City of Lauderdale Performance Agreement

Event: Day in the Park

Date & Time: Thursday, July 10, 2025 from 5-8 p.m.

Location: Lauderdale Community Park, 1885 Fulham Street

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

ARTIST or GROUP INFORMATION

Artist or Group Name: Lazy Does It

Artist/Group Leader: Len Yaeger

Daytime Phone: 612-331-8530

Cell Phone: _____

Email Address: len.yaeger@gmail.com

Website Address (if applicable): http://omelet.typepad.com/lazy_does_it

Chairs Needed: 6

Electricity: yes

Extension cord: yes

PAYMENT INFORMATION

Performance Fee: \$599.00

Name & Address of Individual or Group for Payment of Fee:

Len Yaeger

1201 Yale Place #2002

Minneapolis, MN 55403

PERFORMANCE PROVISIONS

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

Signature of Artist/Group Leader: _____ Date: _____

Mary Gaasch, Mayor

Date

Heather Butkowski, City Administrator Date

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date

April 14, 2020

ITEM NUMBER

RCPRD SWCD Agreement

STAFF INITIAL



APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Ramsey County Soil and Water Conservation Division staff are willing to continue coming out to treat the knotweed issue behind Rosehill Townhomes on City property. The treatments so far have been very effective but it needs to be an on-going process. They ask the City Council to approve an updated Memorandum of Agreement to formalize this arrangement through the year 2035, if needed.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the Memorandum of Agreement with Ramsey County Parks and Recreation—Soil and Water Conservation District as presented.

MEMORANDUM OF AGREEMENT

Date: June 13, 2025

RE: Lauderdale treatments for invasive plants

This Memorandum of Agreement is to acknowledge items of agreement between Ramsey County Parks and Recreation Department-Soil and Water Conservation Division (RCPRD-SWCD) and Lauderdale to complete chemical or mechanical removal of specific invasive species at sites to be agreed upon by both parties.

RCPRD has received funding to manage roundleaf bittersweet, poison hemlock, black swallowwort, teasel, wild parsnip, narrowleaf bittercress, knotweeds, phragmites, and other emerging invasive species of interest. Additional species may be treated upon mutual agreement of both parties' sites on Lauderdale owned or controlled property will have targeted species managed on the following terms and conditions.

Terms and Conditions:

1. This agreement is valid until 12/31/2035, unless terminated upon agreement by both parties.
2. The city's representatives signature indicates their agreement to grant RCPRD-SWCD representative(s) access to the parcel where the treatment will be located.
3. All expenses for staff time, herbicides, tools, transportation, and incidentals for initial treatment of sites will be covered by RCPRD-SWCD contingent on funding.
4. RCPRD-SWCD treatment is based on the available funding. Sites may be eliminated or reduced at the discretion of RCPRD-SWCD to meet the dollar amount available.
5. RCPRD-SWCD will review project objectives with city representative prior to start of work.
6. Sites will be mutually agreed upon and added as an addendum to this agreement. Sites may be added or deleted via email or edits to the addendum with emails for record keeping.
7. Treatment method is at the discretion of RCPRD-SWCD unless agreed upon by both parties in advance.
8. RCPRD-SWCD will access the site in areas as designated by the city. Restrictions on access must be stated by the township in the addendum site list or via email.
9. RCPRD-SWCD shall comply with local, state and federal standards for all restoration activities, erosion control, chemical application.

10. The city will be responsible for continued control of the target species at the infestation sites, after 12/31/2035, to the best of its ability, unless this agreement is renewed.
11. RCPRD-SWCD shall request permission from the township to access infestation sites, at least 24 hours before entering.
12. Each party will be responsible for its own acts and omissions.

Ramsey County Parks and Recreation

Lauderdale

Soil & Water Conservation Division

Representatives

Date:

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	June 24, 2025	Agenda Item	Comcast Extension
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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:

The most recent franchise agreement with Comcast was approved by the City Council in 2017. It was drafted as an ordinance so it is available on the City's website if you would like to reference. It is under Title 3 of the Code of Ordinances.

Attached is a memo from North Suburban Communication (NineNorth) staff regarding the proposed five-year contract extension. As cable commission staff note, the original contract was good. Getting to extend it another five years is great. Prior to approval of the franchise ordinance, the City Council must hold a public hearing. Notice of the proposed ordinance was posted at least ten days in advance as required by state law. Unless the Council proposes amendments to the ordinance after the public hearing, it is ready for adoption.

With only three council members expected at the meeting, a vote on summary publication will need to be held at the following meeting. A vote requires at least four council members in attendance.

STAFF RECOMMENDATION:

Motion to adopt Ordinance No. 25-01 Franchise Extension Agreement as presented.

STAFF MEMO
Comcast Cable Franchise Extension

Introduction

The North Suburban Communications (the “NSCC”) is a municipal joint powers commission that negotiates and administers the cable franchises on behalf of its nine member cities. Following a long and contentious franchise renewal process, the NSCC and Comcast agreed upon a renewed cable television franchise in 2017. All of the member cities adopted ordinances approving the cable television franchise and Comcast accepted it. At the time, the 2017 cable television franchise was considered one of the best, if not the best, cable television franchise in the metro area. In 2025, it remains one of the best, if not the best, cable television franchises in the metro and it continues to meet the needs of the member cities as it relates to the provision of cable service.

In 2024, Comcast sent a notice to the NSCC that it desired to renew the cable television franchise which had a term through 2027. Shortly after receiving the notice, the NSCC adopted a resolution commencing the renewal process and sent a letter to Comcast in response to Comcast agreeing to pursue the cable television franchise renewal through the informal – contract negotiation – process as contemplated in the federal cable act. In 2025, NSCC counsel and Comcast tentatively agreed on a cable franchise renewal extension that would extend the current terms and conditions of the cable television franchise through 2032. The NSCC recommended adoption of the Franchise Extension Agreement Ordinance by the City and all of its member cities at its meeting in May.

Recommended Action

Staff recommends the city follow their typical process for adoption of an ordinance for the approval of the Franchise Extension Agreement Ordinance.

Following adoption by all of the member cities, the NSCC will coordinate obtaining the acceptance of Comcast of all of the extension ordinances.

CITY OF LAUDERDALE

Ordinance No. 25-01

FRANCHISE EXTENSION AGREEMENT

THIS AGREEMENT, effective upon passage and acceptance, between the City of Lauderdale, Minnesota (the “City”), and Comcast of Minnesota, Inc., a Minnesota corporation (“Comcast”).

WHEREAS, the City granted Comcast a non-exclusive franchise for a ten-year term to construct, operate and maintain a cable television system through a cable television franchise ordinance, Ordinance Number 17-04, accepted and agreed upon by Comcast (the “Franchise”);

WHEREAS, Comcast agreed to additional commitments in a letter to the City dated, February 15, 2018 (the “Agreement”).

WHEREAS, the City, is a member of the North Suburban Communications Commission (the “Commission”) that manages and negotiates the Franchise;

WHEREAS, Comcast has requested renewal of the Franchise;

WHEREAS, Comcast and the Commission have agreed to extend the term of the Franchise and Agreement for an additional five years, subject to approval of the City and written acceptance of Comcast;

NOW, THEREFORE, THE CITY OF LAUDERDALE ORDAINS AS FOLLOWS:

Section 1. Section 2, paragraph 4 of the Franchise is hereby amended by extending the term of such Franchise through and including June 30, 2032. The Parties do not waive any rights under Section 626 of the Federal Cable Act and agree that Grantee shall not be required to file an additional Section 626 Letter to preserve its rights to formal proceedings under the Franchise.

Section 2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.

Section 3. Neither party waives any rights under law as a result of agreeing to this Franchise extension.

Section 4. The Agreement shall remain effective so long as Comcast, including any successors or assigns, continues to operate under the Franchise, including as it may be extended pending the completion of the renewal process. Neither the Commission nor Comcast may terminate the Agreement prior to renewal.

Passed and adopted this 24th day of June, 2025.

CITY OF LAUDERDALE

Mayor

ATTEST

City Clerk - Administrator

APPROVED AS TO FORM

City Attorney

ACCEPTANCE BY COMCAST

Comcast agrees to the terms and conditions of this Ordinance and Franchise Extension Agreement.

COMCAST OF MINNESOTA, INC.

Kalyn Hove

Title: Regional Senior Vice President, Comcast Midwest Region

Date: _____