

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

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October 28, 2025

Call to Order

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

Roll Call

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

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. Mayor Gaasch requested a Halloween update in the Informational Presentations/Reports section of the agenda. There being nothing else, Councilor Kelly moved and seconded by Councilor Sayre to approve the agenda as amended. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the October 14, 2025, City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the October 14, 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 \$35,321.89. Motion carried unanimously.

Consent

Councilor Kelly moved and seconded by Councilor Sayre to approve the Consent Agenda thereby acknowledging the third quarter investment report and approving the contract with 8th Day Landscaping for Larpenteur Avenue snow removal, and the Motiv Excavating & Site Works LLC pay request No. 2 for the 2025 sanitary sewer structure repair project.

Informational Presentations/Reports

A. Halloween Party

Assistant to the City Administrator Bownik shared a Halloween event planning update. On Halloween, candy and beverages will be available from 5-7 p.m. at City Hall. There will also be volunteers preparing and serving hot dogs. Volunteers are encouraged to help set up City Hall on the day of the event.

Discussion/Action Item

A. RFP for Professional Architectural Services and Construction Support for a Municipal Retail Cannabis Store

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Butkowski explained that staff prepared and the city attorney reviewed the RFP for architectural services for a municipal retail cannabis store. Staff are prepared to advertise the applications with proposals due in early December. Additionally, staff would review proposals in December and bring forward the best candidates in January for Council consideration.

Councilor Sayre made a motion directing staff to advertise the RFP for Professional Architectural Design Services and Construction Support for a Municipal Retail Cannabis Store. This was seconded by Councilor Kelly and carried unanimously.

B. Labor Peace Agreement with American Federation of State, County, and Municipal Employees (AFSCME)

Butkowski noted that AFSCME agreed with and signed off on the terms of the Labor Peace Agreement drafted with the assistance of Kennedy and Graven staff.

Councilor Kelly made a motion to adopt the Labor Peace Agreement with AFSCME as presented. This was seconded by Councilor Pulford and carried unanimously.

Set Agenda for Next Meeting

Butkowski stated that the October financial report, and the 2026 utility rate setting will be on the next agenda.

Work Session

A. Community Development Update

Butkowski shared that the union contract was completed today pending Council approval. She also said that Ramsey County is expecting to be done with road construction on both Larpenteur and Eustis Street by the end of next week.

Councilor Pulford stated that the cable commission recently discussed ADA compliance regarding city websites and mobile apps.

B. Opportunity for the Public to Address the City Council

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

Richard Sundeen, 1599 Fulham Street, shared his support for the preservation of Seminary Woods. He also expressed his concerns about the proximity of the proposed construction to the neighboring homes.

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

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Adjournment

Councilor Pulford moved and seconded by Councilor Sayre to adjourn the meeting at 7:28 p.m.
Motion carried unanimously.

Respectfully submitted,

Miles Cline

Miles Cline
Deputy City Clerk