

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

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March 24, 2026

Call to Order

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

Roll Call

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

Councilor absent: Evan Sayre.

Staff present: Heather Butkowski, City Administrator; and Miles Cline, Deputy City Clerk.

Approvals

Mayor Gaasch asked if there were any additions to the meeting agenda. Administrator Butkowski added a quote from Ballroom Roofing for roof repairs to City Hall to the Additional Items section of the agenda. 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 March 10, 2026, City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Dains to approve the March 10, 2026, 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 \$23,262.86. Motion carried unanimously.

Consent

Councilor Pulford asked to remove Consent Agenda item A. Resolution No. 032426A – Approving a 2026 Low-Potency Hemp Edible License to Uniflora Holistics/Retro Bakery. Councilor Dains moved and seconded by Councilor Kelly to approve the remaining Consent Agenda item thereby approving the 2026 Refuse Haulers Licenses. Motion carried unanimously.

Discussion/Action Item

A. Selection of Architect for Lauderdale Municipal Cannabis

In December, thirteen architectural firms responded to the City's RFP. In January, Mayor Gaasch and Council Member Pulford interviewed three potential architects for the municipal dispensary and redevelopment of 2430 Larpenteur Avenue. The process was slowed by the need to find a path that was cost effective but also met state bidding law requirements.

Butkowski explained that after the first interview, two firms were invited for a second interview to answer questions related to the public bidding process. Based on the discussion and city attorney guidance, the two candidates were asked to revise their bids to include a cost estimator to their team and identify the cost of their services from building design through construction.

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The two architectural firms interviewed were Studio EA and Shelter Architecture. Their proposals are protected by the data practices act. Therefore, staff emailed their proposals to the Council for review. The information and pricing may not be shared publicly.

Both firms seem capable of providing a quality product and process. Based on the interviews and the costs, Mayor Gaasch and Council Member Pulford recommend the city council select Studio EA. The next step would be for staff to negotiate a contract and have that reviewed by the city attorney. The city council would then vote on the terms of the contract.

Councilor Dains made a motion directing staff to negotiate a contract with Studio EA for architectural services for the development of a municipal cannabis dispensary at 2430 Larpenteur Avenue. This was seconded by Councilor Kelly and carried unanimously.

B. Resolution No. 032426B – A Resolution Exercising the City’s Authority to Opt-In to, and Support, the Ramsey County Economic Development Agency (“EDA”)
Butkowski said Ramsey County started a levy to fund affordable housing a few years ago. They sought support from Ramsey County cities to expand use of the funds to support small businesses in the County. That bill passed through the legislature last year. Now, Ramsey County is asking which cities in Ramsey County would like to “Opt-In” to allow use of affordable housing dollars to support small businesses in their communities.

Councilor Pulford made a motion to adopt Resolution No. 032426B – A Resolution Exercising the City’s Authority to Opt-In to, and Support, the Ramsey County Economic Development Agency (“EDA”). This was seconded by Councilor Dains and carried unanimously.

C. Street Sweeping Agreement with the City of Falcon Heights
Falcon Heights city staff started floating the idea of providing the City of Lauderdale with street sweeping services a couple of years ago. Falcon Heights recently purchased a new sweeper, and they believe they have the capacity to sweep Lauderdale’s streets.

The benefit to the City of Lauderdale is both cost and service. Street sweeping prices have been going up as locations to dump the material are becoming harder to find. As a city, Falcon Heights has access to avenues for dealing with the waste. The price they quoted for 2026 is 1.3% higher than what the City paid last year. The proposed three-year contract limits the annual increase to 3%. The City moved to three sweeps a year in 2022. Between 2022 and 2025, the total increase in price was 29% due to a large price increase in 2024 to address the waste issue. The guaranteed three-year pricing makes budgeting easier and saves money.

Falcon Heights staff said they would sweep Lauderdale streets and alleys as often as they do their own. This is currently around eight times a year, far more than the three the City has been

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paying for. They will also sweep after big summer storms when leaves and debris litter the road. Overall, staff anticipate this will be a mutually beneficial relationship between the two cities.

Councilor Dains made a motion to approve the contract with the City of Falcon Heights to perform the 2026-2028 street sweepings per the terms of the service agreement. This was seconded by Councilor Kelly and carried unanimously.

D. Resolution No. 032426C – Appointment of Lauderdale Resident Geoff Kramer to the Falcon Heights Community Advisory Committee
Falcon Heights created a Community Advisory Committee to advise on the development of Les Bolstad Golf Course. Falcon Heights' City Council asked the Lauderdale City Council to appoint a representative to sit on this Committee. Mayor Gaasch and Council Member Dains asked staff to prepare a resolution appointing Geoff Kramer. Gaasch and Dains feel that Kramer's background as a water resources engineer would be an asset to the Committee, in addition to his non-contentious demeanor and communication skills. If the rest of the Council agrees, the Council may adopt the following resolution to formalize the decision.

Councilor Pulford made a motion to adopt Resolution No. 032426C – Appointing of Lauderdale Resident Geoff Kramer to the Falcon Heights Community Advisory Committee. This was seconded by Councilor Kelly and carried unanimously.

E. Climate Action Plan Update and Matrix

Butkowski noted that the Environmental Commission gathered feedback for the Climate Action Plan through a survey and an open house. This data, plus other information, was being organized into a matrix prepared by Ramsey County. The matrix will be handed off to Sydne Tursky of the Great Plains Institute to draft the Climate Action Plan. The matrices are a work in progress; staff wanted to keep the Council in the loop on the six areas the data is being divided into. No action was required of the Council.

Items Removed from the Consent Agenda

A. Resolution No. 032426A – Approving a 2026 Low-Potency Hemp Edible License to Uniflora Holistics/Retro Bakery

Uniflora Holistics/Retro Bakery applied for a lower-potency hemp edible (LPHE) license from the City. This was a requirement from the Office of Cannabis Management (OCM) as they manufacture LPHEs onsite to fulfill sales generated through their e-commerce site. They do not sell LPHEs from their location through a retail store. They will remit notice of the City's approval to the OCM to qualify for an LPHE license from the state.

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Councilor Pulford clarified that the City is not allowed to block businesses from opening LPHE establishments. He mentioned that Uniflora will not be selling products from their Lauderdale location. Instead, they will be doing a mail order and delivery system.

Councilor Pulford made a motion to adopt Resolution No. 032426A Approving the 2026 Lower-Potency Hemp Edibles License. This was seconded by Councilor Dains and carried unanimously.

Additional Items

A. Quote from Ballroom Roofing for Roof Repair at City Hall

Butkowski explained that as part of the solar panel installation plans, Blue Horizon Energy asked Ballman Roofing to evaluate the structural condition of the roof. They said the roof was structurally sound and would support the solar panels. Over the winter, however, a small leak started in the southeast corner of City Hall. We asked Ballman to find the holes and patch the area which they did.

When removing snow from the roof to minimize the leak, staff started discussing the ponding that happens in that corner of the roof and some other work that should be done to shore up the area before the panels are installed. Ballman provided pricing to repair the roof at a cost of \$3,989. Staff asked about the cost to drain the recessed area to prevent future issues. Ballman priced that additional work at \$1,945. Staff recommend having Ballman Roofing complete the work this spring before the solar panels are installed.

Councilor Dains made a motion to contract with Ballman Roofing and Coating for the repair of the roof at Lauderdale City Hall per the quote provided. This was seconded by Councilor Pulford and carried unanimously.

Set Agenda for Next Meeting

Butkowski stated that the next meeting may include the planned unit development application for 2421 Larpenteur Avenue West and the annual audit presentation.

Work Session

A. Community Development Updates

Butkowski shared that staff were fielding quotes for replacement of the pickup truck. She continued to say that staff were also in the process of working on the warming house repairs.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to those interested in addressing the Council. Three individuals asked to address the Council. The individuals would not provide their addresses as requested. They attempted to speak to items not germane to the meeting. Mayor Gaasch closed the floor.

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Adjournment

Councilor Dains moved and seconded by Councilor Kelly to adjourn the meeting at 7:50 p.m.
Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk