

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

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August 11, 2015

Mayor Dains called the Regular City Council meeting to order at 7:32 p.m.

Councilors present: Mayor Dains, Mary Gaasch, Roxanne Grove, Denise Hawkinson, and Lara Mac Lean.

Councilors absent: None.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Terry Berg, Deputy City Clerk.

Others present: Chris Goodwin of Eureka! Recycling and Paul Winkelaar.

### **Approvals**

Mayor Dains asked for changes to the meeting agenda. There being none, motion was made by Councilor Grove to approve the agenda, seconded by Councilor Mac Lean and carried unanimously.

Councilor Gaasch moved to approve the City Council meeting minutes of July 28, 2015 and goal setting session minutes of July 28, 2015. Councilor Hawkinson seconded the motion and carried unanimously.

Councilor Hawkinson moved and seconded by Councilor Gaasch to approve the claims totaling \$91,313.75. Motion carried unanimously.

### **Consent**

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Mac Lean moved and seconded by Councilor Grove to approve the Consent Agenda acknowledging the Quarterly Investment Report and Resolution 081115A Approving the Purchase of New Voting Equipment. Motion carried unanimously.

### **Informational Presentations / Reports**

#### **A. Day in the Park**

Assistant City Administrator Bownik noted that Day in the Park is this Saturday, August 15 from 12:00 noon until 3:00 p.m. Events will be similar as to past years.

### **Discussion / Action Items**

#### **A. Use of City Park**

City Administrator Butkowski noted that Paul Winkelaar requested to use the park on September 12 for a bean bag tournament. This is the fourth year for the event; arrangements will be the same as past years where Mr. Winkelaar will reimburse the City for additional costs incurred. The only event change is that kid friendly games are being added this year. Motion was made by Councilor Gaasch and seconded by Councilor Mac Lean to approve the use of the City Park request for September 12, 2015. Motion carried unanimously on a roll call vote.

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**B. Revisions to the Recycling Contract for Alley Collection**

Assistant City Administrator Bownik reported that the current agreement with Eureka! Recycling is for curbside collection of recyclables. Due to the hardship this causes some residents, Eureka!

Recycling purchased a truck can that collect recyclables in alleys. In short, recyclables will be collected where refuse is collected with a map provided showing the collection service by street. Assistant City Administrator Bownik noted that with the new larger carts, the City could change to bi-weekly collection and the rates would remain at \$2.08 or if the weekly schedule continues the new rate is \$2.52 including alley collection. Council discussed the frequency question with the consensus to continue with weekly collection.

City Administrator Butkowski stated that the agreement would be revised to reflect the Council's decision for the August 25 agenda. Chris Goodwin of Eureka! Recycling stated that they would begin updating marketing materials for residents that will be distributed by City email list, mailed postcards, and a hanger on the recycling cart.

City Administrator noted the next meeting may include the Amendment to Rental Housing Ordinance and 2016 Levy and Budget. Sheriff Matt Bostrom is scheduled for September 8.

**Work Session**

**A. Public Comment**

None.

**B. 2016 Budget and Levy**

City Administrator Butkowski highlighted the preliminary budget noting that city staff will know more about market values and tax rates after the August 13 Ramsey County Finance Directors' meeting. Increased costs to the 2016 General Fund budget include policing and county dispatch, election operation, cost of living for employee wages, drafting the amendment for the Comprehensive Plan, and a transfer to the Community Development Fund. The Council briefly discussed levy impact realizing that information from Ramsey County has not been received.

**C. Draft Revisions to Social Room Policy**

Administrator Butkowski noted that the policy had been revised five years ago and staff felt that revisions were again necessary due to recent incidents. Revisions include limiting use to Lauderdale residents, limiting the hours for rental from 7:00 a.m. to 10:00 p.m., and adjusting the fee schedule. The fee schedule could be adjusted at the time the policy is revised or delayed until January 1, 2016 when the new fee schedule becomes effective. Council suggested that groups with longstanding relationships with Lauderdale be grandfathered in lieu of the residency requirement.

The last issue is whether there should be an additional fee for actual cooking in the kitchen rather than using for service only. The Council decided to take that question under consideration.

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D. Planning for 2016 Eustis Street Improvements

Ramsey County plans to repave Eustis Street in 2016 and the question of limiting parking was raised due to public safety concerns. The advantages for one sided parking include creating full

size parking spaces, providing space for pedestrians, and allowing for easier snow removal. Councilor Mac Lean suggested one sided parking on the east with marked bike lane and sidewalk on the west. Council consensus was for Administrator Butkowski to contact Ramsey County regarding pedestrian improvements with a resolution drafted for future consideration.

E. Planning for Technology Upgrades

City staff has been researching software products that would increase efficiency to manage the City's financial records, building permits, code enforcement, and rental housing licenses. It was stressed that the City would need to invest in the current Banyon software, a new complete package, or individual software modules. Discussion ensued with Council support to update software to improve efficiency and customer service. Staff will complete their research and bring a recommendation to Council.

F. Brandy Chase Condominium Association Reimbursement Request

City Administrator noted that staff is waiting on additional quotes for Council consideration of the request.

D. Community Development Update

Administrator Butkowski noted that the contractor has had scheduling conflicts preventing completion of the nuisance abatement at 1701 Carl Street.

The trimming on Eustis Street hill will be handled by the property owners not the County going forward.

Administrator Butkowski contacted Ramsey County regarding the timing of crosswalk signals on Eustis Street. They will contact residents who have expressed concern to determine whether the signals need adjustments. Councilors offered other solutions as examples implemented in other areas for pedestrian safety and ease.

The City's offer for 1821 Eustis Street has been declined with Fannie Mae opting to make extensive improvements to the structure and list it for sale. It was noted that staff did inquire if a higher offer could be made which was declined.


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There being no further business on the council agenda, motion was made by Councilor Mac Lean and seconded by Councilor Gaasch, carried unanimously, to adjourn the meeting at 8:44 p.m.

Respectfully submitted,



Terry J. Berg  
Deputy City Clerk