



# AGENDA

## City Council

### Workshop Meeting

January 27, 2026

Hadley Conference Room

5:00 PM

- 5:00 PM Turf Grass and Vegetation Code Review + Consideration of Volunteer Code Enforcers
- 5:15 PM Recreational Vehicle Storage Code Review
- 5:35 PM City Marketing Plan
- 5:50 PM Review of Mayor/Council Member Pay and Chapter 2, Oakdale City Code of Ordinances Revisions
- 6:15 PM City Attorney Presentation: Open Meeting Law, Serial Meetings, More
- 6:35 PM Administrator Update
- 6:40 PM Council Topics
- 6:55 PM Adjourn





# COUNCIL MEMORANDUM

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Greg Brady, Chief Building Official
<b>Date:</b>	January 27, 2026
<b>Subject:</b>	Turf Grass and Vegetation Code Review + Consideration of Volunteer Code Enforcers

## BACKGROUND

At a recent Council Workshop, City Council directed staff to bring forward information regarding City of Oakdale Code of Ordinances Chapter 24, Sections 24.01 through 24.05, regulating turf grass and vegetation in the City and how Code is being enforced. Additionally, there was some interest in potentially having volunteers assist in investigating and enforcing these provisions.

## Volunteer Code Enforcers

The City Attorney has advised against using volunteers for long grass enforcement. The volunteer would be charged with writing legally binding orders which may be easily challenged in court. A person serving in this capacity is working under the direction of the Chief Building Official even if they are only responding to complaints to verify a violation. The City Attorney suggests pursuing paid seasonal employees if more assistance is needed. Last summer, the City had the Police Department Intern help with this work a few times per week. The Intern responded to new complaints and followed up on verified complaints. This did free up time for full-time staff to work on larger, more time-consuming Code complaints that were received.

## Current Ordinance

The current ordinance language is attached for reference. Generally, non-native turf grass or other vegetation is not allowed to grow higher than 6 inches on average. Dead weeds or turf grass except for composting are prohibited as defined by [State Statute 18.75](#). There are exceptions for alternative landscapes which can be approved administratively by staff. In July of 2023, new laws took effect which allowed managed natural landscapes to be installed and maintained on all parcels. Included in this change is a higher allowable height of 8 inches which many cities have adopted. The City has also informally moved the enforcement start date back to June 1<sup>st</sup> to accommodate those participating in 'No Mow May' or 'Less Mow May' over the last three years.

## Current Enforcement Practices

Below is the number of cases regarding long grass complaints over the past six years.

	2020	2021	2022	2023	2024	2025
# of Complaints Received	25	35	40	45	70	76
# Abated by City	5	9	4	3	2	11

There has been an uptick in long grass complaints starting in 2022 and continuing into 2025. A contributing factor is delayed enforcement due to no enforcement in May which often leads to properties with a history of maintenance problems not getting addressed right away. Other cities such as Roseville have dialed back or eliminated their participation in 'No Mow May'.

Oakdale is primarily a complaint-based enforcement program outside of obvious nuisance and life safety violations. Complaints are received in person, by email, or through SeeClickFix, the City's 311 online

platform. An onsite investigation would take place to verify if there was a violation of City Code. Should a violation be observed, a turf maintenance violation notice is posted on the door of the property on the day it was observed which cites the ordinance language, how to correct the violation, and the timeline for compliance. The owner has five days to cut the turf. If it remains in violation after those five days, the property is then referred to the City's contract lawn service for cutting. The property owner is billed for the service, and if not paid, it is assessed against the property. If contact is made before the fifth day, the City will work with the owner to adjust the deadline. Some factors that come into play are health reasons, broken equipment, people who were out of town for an extended period, or vacant bank-owned properties.

### Peer Municipality Research

Oakdale is on the low end of the cities surveyed for maximum height of grass. The City could consider raising the height to provide more flexibility to residents and move in line with [State Statute 412.925](#) which governs native landscapes.

City	Height in inches
Cottage Grove	8
Lake Elmo	No set max, but generally 12
North St Paul	6
Mahtomedi	9
Maplewood	8
Woodbury	8
Stillwater	8
Average	8.5

### COUNCIL DIRECTION REQUESTED

It is requested that the City Council direct staff on whether the Turf Grass and Vegetation Maintenance Code language is sufficient or if changes are requested, such as raising the maximum height of grass. Council should further discuss participating in delayed enforcement until June 1 in 2026, and if paid seasonal code inspection enforcement assistance should be further explored.

### Attachments

City of Oakdale Code of Ordinances Chapter 24 – Management of Turf Grass and Vegetation  
Excerpt from *Minnesota Cities Magazine*, May/June 2024 Edition, ‘What Should Cities Know About the State’s Lawns to Legumes Program?’  
“Less Mow Summer” Promotes Pollinator Habitat, City of Roseville NewsFlash, dated April 28, 2025

## CHAPTER 24 - MANAGEMENT OF TURF GRASS AND VEGETATION

## Sec. 24-01. - Prohibited.

It shall be unlawful for any owner, lessee or occupant, or any agent, having control of any land in Oakdale to allow non-native turf grass or other vegetation to grow to a greater height than six (6) inches on the average, or any accumulation of dead weeds or turf grass, except for the purpose of composting or brush, or to allow any growth or have in possession noxious weeds, as defined by Minnesota Statutes Chapter 18, Sections 75-91. Noxious weeds are regulated invasive plants and a list of species for Minnesota is maintained by the Minnesota Department of Agriculture: <http://www.mda.state.mn.us/weedcontrol>. The vegetation shall be of a majority uniform height and cut regularly. The vegetation shall not be allowed to go to seed or be allowed to grow in areas originally intended as a parking surface, roadway, bike path, or sidewalk. Alternate landscape plans, other than turf, shall be approved by the city Planning Director prior to installation and required to be maintained according to approved plans.

## Sec. 24-02. - Duty to Abate.

It shall be the duty of any owner, lessee or occupant of any land to cut and remove or cause to be cut and removed all noxious weeds and to maintain the required height of turf grass as often as may be necessary to comply with the provisions of Section 24-01; provided that cutting and removing such noxious weeds and turf grass at least once in every two (2) weeks between May 15 and October 15 shall be deemed to be in compliance with this chapter.

## Sec. 24-03. - Notice, Abatement by City.

The Weed Inspector shall serve written notice of any violations to the owner, lessee or occupant or any person having the care or control of any land that is in violation of this chapter. If the person upon whom the notice is served fails, neglects or refuses to correct the stated violation within five (5) days after receipt of such notice, or if no person can be found who either is or claims to be the owner of land, the Weed Inspector shall bring the land into compliance. The actual cost of any activity required to bring the land into compliance with this chapter, plus five percent (5%) for inspection and other administrative costs in connection therewith, shall be certified by the City Clerk to the County Auditor, and shall become and be a lien upon the property and shall be added to and become and form part of the taxes next to be assessed and levied upon such lot or land and shall bear interest at the same rate as taxes and shall be collected and enforced by the same officer and in the same manner as taxes.

## Sec. 24-04. - Violations.

Any person who shall neglect to cut and remove noxious weeds and turf grass, as directed in this chapter, or who shall fail, neglect or refuse to comply with the provisions of any notice herein provided or who shall violate any of the provisions of this chapter or who shall resist or obstruct the city or its employees in the cutting and removal of weeds, grass, brush and other vegetation, shall be guilty of a misdemeanor. Each day on which such violation continues shall constitute a separate offense.

## Sec. 24-05. - Care and Maintenance of Boulevards.

- (a) **Purpose.** Property owners are responsible to plant and maintain the boulevard areas adjoining their property in a manner which enhances and improves the aesthetic appearance of city streets to provide a more diverse, healthy wildlife habitat in Oakdale and to improve water quality.
- (b) **Plantings Permitted.** Owners, lessees, or agents having control of land in Oakdale shall maintain boulevards adjoining their property with turf grass, native plantings, wildflowers, or other beneficial vegetation. To maintain an adequate site line and safe travel within the right-of-way, such plantings, excluding trees, shall not exceed thirty-two (32) inches in height.
- (c) **City Policy for City-Maintained Boulevards.** The city shall establish a policy for maintaining boulevards adjacent to city-owned property.

# What Should Cities Know About the State's Lawns to Legumes Program?

## City Ordinances



### What should cities know about the state's Lawns to Legumes program?

**LMC** As spring and summer approach, cities should be aware of the Lawns to Legumes program and requirements surrounding native landscapes and noxious weeds. Through the Lawns to Legumes program, the Minnesota Board of Water and Soil Resources (BWSR) helps communities transform ordinary lawns into native landscapes via workshops, coaching, planting guides, grants, and collaboration with others — including local agencies. The goal of the program is to protect pollinators, but additional benefits include water protection, carbon removal, and landscape and climate resiliency.

A new state law effective July 1, 2023, states that cities must allow natural landscapes, which can include native and non-native plants that can grow over 8 inches tall and go to seed. Native landscapes cannot include turf or noxious weeds. If there are weeds or other plants that aren't part of a natural landscape, they cannot be more than 8 inches tall or go to seed.

City ordinances may need changes to be consistent with these requirements. There are many approaches cities can use to allow and promote natural landscapes. For example, cities can add to or change existing ordinances and permitting processes; many cities already have ordinances limiting plant height or prohibiting weeds, and some cities have permitting processes to allow natural landscapes on residential lots. Cities should consult with their city attorney to amend ordinances to be consistent with the law changes. Cities should also keep in mind the resources available, like state grants, to manage noxious weeds and invasive plants. More information about the Lawns to Legumes program is available on the BWSR website at [bit.ly/LawnstoLegumes](https://bit.ly/LawnstoLegumes).

Answered by Staff Attorney Josie Rosene: [jrosene@lmc.org](mailto:jrosene@lmc.org).

## Employing Minors



### The city is hiring part-time seasonal help, including 17-year-olds who are licensed to drive. Can they drive city vehicles and operate riding lawn mowers?

**LMC** The Fair Labor Standards Act and its Minnesota counterpart, the Minnesota Fair Labor Standards Act, include restrictions about when minors can work and what they can and cannot do on the job. For more information, see chapter 2, section XIII of the League's HR Reference Manual at [lmc.org/hiring](https://lmc.org/hiring).

Minors at least 16 years of age can operate many push and ride-on mowers for cities on golf courses, resort grounds, or municipal grounds, provided:

- ▶ Prior to operating lawn care equipment, the employee is trained in the safe operation of the specific lawn care equipment.
- ▶ The employee wears personal protective equipment including, but not limited to, safety glasses, hearing protection, gloves, safety vest, and work boots, as necessary, at all times during equipment operation.
- ▶ The city ensures all safety rules and instructions provided in the equipment's operator manual are followed.
- ▶ The city ensures required safety equipment is in place and operational on all lawn care equipment, including roll-over protection, seat belts, operator presence control systems, interlocks, guards, and shields.

Minors are generally not allowed to operate vehicles or motorized equipment on streets or highways during working hours as part of their normal job. There is an exception under federal law for 17-year-olds for occasional and incidental driving on public roads. For more details, refer to Minnesota Administrative Rules 5200.0910 at [bit.ly/employingminors](https://bit.ly/employingminors).

Answered by Assistant Human Resources Director Joyce Hottinger: [jhottinger@lmc.org](mailto:jhottinger@lmc.org).

## Public Trash Collection



### What options are there for reducing employee injuries related to park trash collection?



There are a variety of options when it comes to park trash collection, and several cities have changed the way they operate to improve employee safety. Many cities have shelters for parties, fields for recreation, playgrounds, or walking paths. Most of these parks have trash cans, and the responsibility typically falls on public works staff to collect and dump these receptacles. Additionally, more and more cities are adding trash cans to their downtown areas.

Trash collection can become problematic over time, as these containers can get heavy, awkward to maneuver, and have caused employee injuries due to repetitive motion. There are a variety of options to consider when looking for ways to reduce injuries or update your current operations:

- ▶ Schedule more frequent trash pickup to reduce the likelihood that receptacles will be full.
- ▶ Modify dumpsters to be pulled to trash receptacles, versus carrying the trash to the dumpster.
- ▶ Use trucks with lift gates.
- ▶ Use specialty equipment designed for trash collection.
- ▶ Consider contracting with your local trash collection company to dump all the cans using their trucks and automatic dump systems.

Each city handles its trash collection differently, and there are many options for modifying your operations that could help reduce employee injuries, and even save time and money. **MC**

Answered by Public Works and Public Safety Specialist Troy Walsh: [twalsh@lmc.org](mailto:twalsh@lmc.org).



# "Less Mow Summer" Promotes Pollinator Habitat

The City of Roseville will now focus on year-round pollinator health, sunsetting the Less Mow May program.

**Sustainability** *Posted on April 28, 2025*

The Roseville City Council voted to end Less Mow May following new guidance from the University of Minnesota Bee Lab, which indicates that leaning into pro-pollinator gardening and lawn practices throughout the growing season are more beneficial than letting grass grow long in May.

With the conclusion of Less Mow May, there will be no suspension of enforcement of Roseville's lawn ordinances this May. Turf grass will need to be less than eight inches high, according to city code.



"We felt Less Mow May was an opportunity to get people involved in sustainability efforts from their yards without undertaking a more significant landscaping project, but while well-intentioned, the original program wasn't the most effective way to support pollinators," Noelle Bakken, Roseville's Sustainability Specialist, said. "This re-framing will create additional opportunities to connect with residents throughout the year on how they can make their yard a haven for pollinators!"

Most of the beneficial, blooming species that we are seeing in grass, including clover and dandelions, don't typically grow beyond 4 inches, which are well within existing turf, Bakken said.

Suspension of lawn ordinances also created some confusion and issues with problem properties that lingered into the summer months. In 2022, the city inspector received feedback from residents expressing confusion about whether or not they were allowed to mow their lawns in May. There were more

than 20 overgrown properties that the city had to bring back into code compliance in June.

No Mow May/Less Mow May is an international movement that started in the United Kingdom and has become popular with American cities in recent years.

New research in Minnesota has found it's not as beneficial for pollinators in our climate. Pollinators need habitat and forage throughout the year, not just in May.



"It's a growing understanding of how best to respond to this situation. University of Minnesota Bee Lab was advocating for No Mow May a few years ago too and now they have shifted their messaging," Bakken said to the council.

Residents who would like to recraft their existing "Less Mow May" signs into "Less Mow Summer" can pick up stickers at City Hall starting in mid-late April. [Reach out to Noelle Bakken via email.](#)



# COUNCIL MEMORANDUM

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Greg Brady, Chief Building Official
<b>Date:</b>	January 27, 2026
<b>Subject:</b>	Recreational Vehicle Storage Code Review

## BACKGROUND

This information was brought forward at a previous City Council Workshop. During that Workshop, rules regarding recreational vehicle storage provisions in the City Code were reviewed and discussed along with current enforcement practices. Council discussed potentially changing the setback requirements, changing the number of vehicles allowed, and requiring parking of vehicles on hard surfaces; however, there was not consensus at the time, and staff was asked to do additional research and bring proposed changes back at a future City Council Workshop.

As part of the Zoning and Subdivision Ordinance Update project approved on July 8, 2025, changes to the Recreational Vehicles section were made that are non-substantive in nature including changing the grammatical structure of the section to align with traditional ordinance formatting. The only substantive change is the requirement that Recreational Vehicles be stored on impervious surfaces to be consistent with other vehicle regulations in the Zoning Chapter.

## Current Ordinance

An excerpt from City of Oakdale Code of Ordinances Chapter 25 containing the full definition of Recreational Vehicles and applicable Recreation Vehicle Storage language from Sec. 25-09-215 is attached. A summary is also provided below:

*Generally, recreational vehicles are recognized as campers, travel trailers, boats, personal watercraft, collector vehicles, motorcycles, and utility trailers. Not included with this enforcement is private passenger vehicles or commercial usage vehicles which are defined and enforced separately. Each residential property is allowed to store one (1) recreational vehicle outside on the lot. They are required to be currently licensed and operable. All recreational vehicles must be parked behind the front setback line except for a period of forty-eight (48) hours for loading and unloading. Exceptions to this requirement are seasonal and dependent on the type of recreational vehicle. Between May 1 and November 1, personal watercraft, utility trailers, and campers may be stored in front of the front setback line. Between November 1 and May 1, snowmobiles on trailers and utility trailers may be stored in front of the front setback line. At all times, recreational vehicles must be parked at least fifteen (15) feet from the curb or roadway and at least five (5) feet from side or rear property line. Recreational vehicles shall not be parked on grass, vegetation, or other permeable surfaces.*

## Current Enforcement Practices

Below is the number of cases opened regarding recreational vehicles during the past six years.

	2025	2024	2023	2022	2021	2020
# of Violations	5	2	15	17	33	30

Oakdale is primarily a complaint-based enforcement program outside of obvious nuisance and life safety violations. City staff does proactively attempt to educate residents regarding the seasonal aspect to this Code section. When seasonal deadlines are approaching, City staff will send reminders to residents to give them time to make arrangements in advance. There are several common concerns from residents that staff have heard when attempting to resolve a Code complaint during the winter months.

- Storage units are at capacity during the winter months and locating an opening is difficult, costly, and may not be nearby.
- Depending on snow and weather conditions, recreational vehicles may be difficult or unable to be moved.
- Should winter weather conditions be mild, many residents continue to store and utilize their recreational vehicles during the seasonal restrictions.

A typical Code enforcement response would begin with a complaint. An onsite investigation would take place to verify if there was a violation of City Code. Should a violation be observed, a correction notice would be sent to the owner of the property on what was observed, what the ordinance is, how to correct the violation, and a timeline for compliance. A follow up inspection would be scheduled to verify if the issue had been addressed or if it remained in violation. If it remained in violation, a second notice would be sent to the property owner detailing the potential consequences for remaining in violation and a second timeframe given to come into compliance. Another follow up inspection would be conducted to either close the case, if in compliance, or to move forward with further enforcement. If the violation remains after two notices, City staff could issue an administrative citation. The resident would have seven (7) days to either pay and resolve the violation or contest the citation in writing. Should they contest the citation, an administrative hearing would be conducted. If the resident continues to remain in violation after the administrative citation process, City staff can either issue additional administrative citations with increasing fine amounts, or work with the Prosecutor's Office and issue a criminal citation which requires a mandatory court appearance. Timeframes and enforcement may vary should residents request extensions and show good faith effort in resolving outstanding violations on their property.

### **Peer Municipality Research**

A survey of surrounding municipalities was conducted regarding their regulations on recreational vehicles and is attached for reference. Most cities require they be licensed and operable. The number of recreational vehicles per lot varies from no restrictions, restrictions based on acreage, to restrictions based on size or class. The storage location on the property also varies widely, however, most cities have defined setbacks from the right-of-way and side/rear property lines. There was only one other city that had a similar seasonal restriction to Oakdale.

### **COUNCIL DIRECTION REQUESTED**

It is requested that the Council direct staff if the Recreational Vehicle Storage Code language is sufficient or if changes are requested.

### **Attachments**

Excerpt from City of Oakdale Code of Ordinances Chapter 25 relating to Recreational Vehicles  
City Survey of Recreational Vehicle Regulations

**RECREATIONAL AMENITY, PRIVATE:** A private area or facility intended to serve the recreational needs of a specific population. Private recreational amenities include but are not limited to: tennis courts, pickleball courts, walking trails, basketball courts, or playground equipment.

**RECREATIONAL VEHICLE:** Any vehicle which meets the criteria for "recreation" class registration and license plate, DNR registration, or trailer registration used for conveyance of recreation vehicles as established by the Minnesota Department of Public Safety, Minnesota Department of Natural Resources, or this Ordinance, including, but not limited to: travel trailers, stock car trailers, campers, motor homes, tent trailers, vehicles converted to motor homes, boat trailers, snowmobiles, snowmobile trailers, boats, personal watercraft, all-terrain vehicles, and all-terrain vehicle trailers.

**RELIGIOUS INSTITUTION:** A church, synagogue, mosque, or other religious organization organized under Minnesota Statutes, Chapter 315.

**RESIDENTIAL CARE FACILITY:** An in-home residential facility licensed by the state which provides primarily nonmedical care to individuals who are in need of personal assistance to manage the activities of daily life or for the protection of the individual.

**RESTAURANT.** An establishment where food and beverages are prepared, served, and consumed on the premises.

**SACRED COMMUNITY:** A residential settlement established on or contiguous to the grounds of a religious institution's primary worship location primarily for the purpose of providing permanent housing for chronically homeless persons, extremely low-income persons, and designated volunteers that meets the requirements of MN Statutes 327.30.

**SCHOOL, ELEMENTARY, MIDDLE, OR SECONDARY:** A public or private institution, together with its accessory buildings and uses, for the purpose of elementary, middle, or secondary education, which meets all the requirements of compulsory education laws of the State of Minnesota.

**SCHOOL, POST-SECONDARY:** A building(s) or area of land used for the purpose of public or private post-secondary education, including but not limited to colleges and universities.

**SCHOOL, VOCATIONAL:** A building or area of land used for the purpose of teaching artistic, business, or industrial skills, including but not limited to trade or business schools.

**SELF-SERVICE LAUNDRY:** A facility where patrons wash or dry clothing or other fabrics in machines operated by the patron.

**SELF-SERVICE STORAGE FACILITY:** Real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access for the purpose of storing and removing personal property. The term does not include:

- (a) Property of a financial institution that contains vaults, safe deposit boxes, or other receptacles for the uses, purposes, and benefits of the financial institution's customers;
- (b) Warehousing as defined by this Article; or

(h) Outdoor display areas shall be limited to products for sale and shall not serve as a storage area for inventory.

**Sec. 25-09-213.     Outdoor Sales**

- (a) Outdoor sales may be located in parking lots, drive areas, or landscaped areas of the principal use.
- (b) Display and sales activity, including temporary structures, shall not take up or interfere with access to, any required parking, loading, maneuvering or pedestrian area.
- (c) Tent sales shall be licensed according to Chapter 9 Article 5 Garden Centers/Retail Tent Sales.

**Sec. 25-09-214.     Outdoor Storage**

- (a) All exterior storage of raw materials, supplies, finished, or semi-finished products and equipment shall be excluded from the front yard.
- (b) All outdoor storage areas shall be screened from view of abutting residential properties and adjacent right-of-way by an opaque wall or fence.

**Sec. 25-09-215.     Recreational Vehicle Storage**

- (a) No more than one (1) recreational vehicle may be parked outside on a single lot.
- (b) Recreational vehicles shall not be parked on grass, vegetation, or other permeable surfaces.
- (c) Recreational vehicles parked outdoors must be currently licensed and operable.
- (d) Recreational vehicles must be parked a minimum of fifteen (15) feet from the back of the curb or roadway.
- (e) All recreational vehicles shall be parked behind the front setback line of the zoning district in which they are located except that vehicles may be allowed within the front setback for a period of forty-eight (48) hours for the purpose of loading and unloading.
- (f) Exceptions
  - (1) Personal watercrafts on trailers, motor homes, all-terrain vehicles, utility trailers, campers, and camping buses may be parked within the front setback from May 1 to November 1.
  - (2) Snowmobiles on their trailers, all-terrain vehicles, or utility trailers may be parked within the front setback from November 1 to the following May 1.
  - (3) Above "exceptions" are to be parked a minimum 15 feet from the back of the curb or roadway.
- (g) Recreational and non-commercial vehicles may be parked in the side and rear yard, but shall be at least five (5) feet from any property line. On corner lots, both yards abutting a street shall be considered a front yard.

## City Survey of Recreation Vehicle Regulations

City	Licensed/Operable	Number Allowed	Storage Location	Seasonal Restrictions
Oakdale	Yes	1 per lot Includes campers, boats, snowmobiles, trailers	5ft setback from side/rear property lines. 15ft setback from curb if on driveway.	May 1-Nov 1 Campers, boats, trailers may park in front of front setback. Nov 1-May 1 Snowmobiles, trailers may park in front of front setback
Cottage Grove	Yes	No more than 4 vehicles stored outside. Includes all motor vehicles and recreational vehicles	Must be on improved surface in front setback. May be parked on Class V or landscape rock on sides/rear. Not allowed in ROW. Must meet accessory structure setbacks. Ranges from 6-20ft on side and 10-50ft in rear.	None
Woodbury	Yes	1 allowed per dwelling unit up to 24ft in length. Trailers less than 3000 GVW	In front setback must be 15ft from curb and side/rear not within 5ft of lot line. Must be on improved surface.	None
Maplewood	Yes	No restriction	In front setback must be on improved surface. 5ft setback on sides/rear of property.	None
Forest Lake	Yes	Allow 1.5 total vehicles per licensed driver. Not to exceed 30ft	Not allowed in ROW. Must meet accessory structure setbacks. Ranges from 10-20ft on side and 30-50ft in rear setback	None
Eagan	Yes	No restriction	Must be 15ft from curb if in front setback. Encourage parking on driveway, inside garage or alongside home but not required.	None
Burnsville	Maintained clean, well-kept and operable	No more than 2 on lots less than 1 acre. No more than 4 on 1+ acre lots. Max length 40ft	Must be 15ft from curb. In front setback must be on established driveway. 5ft side setback and 8ft rear setback, parking must be on improved surface or Class V or decorative rock	None
Roseville	Yes	No restriction. Boats/watercraft not to exceed 20ft	Not allowed in ROW. Must be on improved surface in front setback. Must be 5ft from side/rear lot lines, no surfacing requirement.	None
Bloomington	Must be in operable condition	Two Class 1 vehicles or one or less Class 1 and one Class 2 vehicle per lot. Greater than 40ft not allowed.	Must be at least 20ft from curb on conforming or legally nonconforming driveway surface. 5ft side/rear setback. 30ft rear setback if abutting street.	If storage is more than 8ft past front setback. Nov-Mar storage of summer-oriented vehicles prohibited. May-Oct winter oriented prohibited. No restrictions in April
Inver Grove Heights	No condition	No more than 2 allowed in front setback	Must be 5ft from side property line and 8ft from rear. Cannot park on grass or unpaved surfaces in front setback.	None

## City Survey of Recreation Vehicle Regulations

City	Licensed/Operable	Number Allowed	Storage Location	Seasonal Restrictions
Stillwater	Must be operable-tabs must be no more than 90 days past expiration	No restrictions	Adequately screened by fence or landscaping from roadways and neighboring views.	None
North St. Paul	Yes	Two (2) per lot. Large recreational vehicle one (1) per lot	May be stored in garage, on driveway, side or rear yard on surfaced area. Must be screened in side and rear yard.	Large recreational vehicles may only be stored in front yard for 72 hours. No other time limits.
White Bear Lake	Yes	No restrictions	Must be parked on designated driveway or hard surface. Not allowed in front of principle structure's living area.	None
Hugo	Yes	No more than 2 per lot under 1/2 acre. No more than 3 over acre.	Must be parked on driveway no closer than 30ft from curb. Must meet side & rear yard setbacks, range from 1ft to 20ft.	Between Memorial Day & Labor Day, front setback moves from 30ft to 10ft from curb.



# COUNCIL MEMORANDUM

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Lori Pulkrabek, Communications Manager Andrew Gitzlaff, Community Development Director
<b>Date:</b>	January 27, 2026
<b>Subject:</b>	City Marketing Plan

## BACKGROUND

One of the recommendations of the Business Retention, Expansion, and Attraction (BREA) Program for the City is to improve communication with local businesses and begin marketing the City as a destination to businesses and visitors. The City Council has budgeted \$37,500 in the 2025 Community and Economic Development Fund (CEDF) to explore ways to better market the City of Oakdale to businesses, visitors, and future residents. Of the \$37,500 budgeted, \$7,500 was planned to be set aside for plan implementation (advertising).

The Communications and Community Development departments drafted a scope of work plan to hire a consultant to assist with preparation of the marketing plan. Objectives of a collaborative partnership with a consultant include developing key messages, strategies, and implementation measures such as promotional print, video, and social media material/content, and a set aside for advertisement. The recommendations for the marketing plan would be driven by input from stakeholders including the City Council, Oakdale Area Chamber of Commerce, and community leaders.

## COUNCIL DIRECTION REQUESTED

It is requested that the City Council provide feedback on the draft scope of work. If pursued in 2026, Council would need to authorize a carryover of the funds from the 2025 CEDF.

## Attachment

Draft Scope of Work: City Marketing Plan





## DRAFT SCOPE OF WORK: City Marketing Plan

### Summary

The City of Oakdale is seeking partnership with a company to help develop and execute a marketing plan with the following objectives:

- Explore better ways to market the City of Oakdale to businesses, visitors, and future residents.
- Collaborate with Community Development and Communications departments to develop clear, compelling key messages with input from stakeholders including the City Council, Oakdale Area Chamber of Commerce, and community leaders.
- Develop strategies and implementation measures along with promotional print, video, and social media material/content.

### Tasks

- Review background data
- Conduct interviews with key stakeholders
- Attend up to 2 workshops with City Council

### Deliverables

- Report with findings from interviews with key stakeholders
- Final report with recommendations based on findings to market the City to businesses, visitors, and future residents
- Collateral materials include promotional print, video, and social media material/content.

### Possible Timeline

- Week 1 – Request quotes from vendors using the finalized scope of work information
- Week 4 – Review proposals and select vendor
- Week 5 – Finalize contract with vendor
- Weeks 7 to 12 (6 weeks) – Vendor conducts interviews with stakeholders, compiles information, and prepares draft report
- Week 15 – Vendor shares report with City staff for review and revision if needed
- Week 17 – Final report sent to City with recommendations

### Milestones

- Check-in halfway through the six-week interview period to ensure the process is going well; identify additional stakeholders if needed
- Draft report to City staff to review and suggest changes if needed

### Roles and Responsibilities

- City: Provide background materials, coordinate stakeholder interviews, and approve deliverables
- Consultant/Vendor: Conduct all tasks and submit deliverables on time
- Partners/Community Leaders: Support community entry, validation, and dissemination





# COUNCIL MEMORANDUM

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Christina M. Volkers, City Administrator
<b>Date:</b>	January 27, 2026
<b>Subject:</b>	Review of Mayor/Council Member Pay and Chapter 2, Oakdale City Code of Ordinances Revisions

## BACKGROUND

At the March 11, 2025 Workshop, it was requested that Mayor and Council Member pay be revisited in 2026. Currently, the City of Oakdale Code of Ordinances, Chapter 2, Article 3, Sec. 2-13 – Compensation states:

*Commencing January 1, 2025, the salary of the Mayor of the city shall be one thousand dollars (\$1,000.00) per month and the salary for each council member shall be eight hundred dollars (\$800.00) per month.*

City	Office	Yearly	Quarterly	Monthly
Oakdale	Mayor	\$12,000.00	\$3,000.00	\$1,000.00
	Council	\$9,600.00	\$2,400.00	\$800.00

Staff researched Mayor and Council Member pay for other Metro cities, and below are the results. Historical data is also attached for reference.

City	Office	Yearly	Quarterly	Monthly
Maplewood	Mayor	\$17,430.00	\$4,357.50	\$1,452.50
	Council	\$15,350.40	\$3,837.60	\$1,279.20
Cottage Grove	Mayor	\$13,351.44	\$3,337.86	\$1,112.62
	Council	\$10,057.32	\$2,514.33	\$838.11
North St. Paul	Mayor	\$6,900.00	\$1,725.00	\$575.00
	Council	\$5,700.00	\$1,425.00	\$475.00
Stillwater	Mayor	\$9,000.00	\$2,250.00	\$750.00
	Council	\$7,200.00	\$1,800.00	\$600.00
Woodbury	Mayor	\$16,680.00	\$4,170.00	\$1,390.00
	Council	\$12,006.00	\$3,001.50	\$1,000.50
White Bear Lake	Mayor	\$9,600.00	\$2,400.00	\$800.00
	Council	\$7,500.00	\$1,875.00	\$625.00
Roseville	Mayor	\$10,500.00	\$2,625.00	\$875.00
	Council	\$8,220.00	\$2,055.00	\$685.00

As part of this discussion, the City Council should also review the proposed changes to City of Oakdale Code of Ordinances, Chapter 2, Article 3, Sec. 2-20 – Time and Place of Regular Meetings and Sec. 2-23 – Workshop Meetings. As defined in the City Code, workshop meetings are not regular meetings of the City Council, thus, during workshop meetings the Council can only discuss the topics that are listed on the agenda. To give the Council the ability to discuss matters at a workshop meeting that come up on short notice, it is recommended that the City of Oakdale Code of Ordinances be amended to specify that the workshop meetings that begin at 5:00 p.m. are classified as regular meetings of the City Council. The

proposed changes for Council consideration are noted in the accompanied attachment using tracked changes.

#### **COUNCIL DIRECTION REQUESTED**

Staff is requesting Council feedback on the proposed changes to the City of Oakdale Code of Ordinances, Chapter 2, Article 3, as well as the possibility of increasing the monthly salary of the Mayor and Council Members.

#### **Attachments**

Historical Mayor and Council Member Pay (as of 11/14/23)

Proposed Changes to the City of Oakdale Code of Ordinances Chapter 2, Article 3 with Tracked Changes



### Historical Mayor and Council Member Pay

Pay on 11/14/23

City	Office	Yearly	Quarterly	Monthly
Maplewood	Mayor	\$15,974.22	\$3,993.56	\$1,331.19
	Council	\$13,795.98	\$3,449.00	\$1,149.67
Cottage Grove	Mayor	\$12,585.00	\$3,146.25	\$1,048.75
	Council	\$9,480.00	\$2,370.00	\$790.00
North St. Paul	Mayor	\$6,900.00	\$1,725.00	\$575.00
	Council	\$5,700.00	\$1,425.00	\$475.00
Stillwater	Mayor	\$9,000.00	\$2,250.00	\$750.00
	Council	\$7,200.00	\$1,800.00	\$600.00
Woodbury	Mayor	\$14,946.00	\$3,736.50	\$1,245.50
	Council	\$11,379.96	\$2,844.99	\$948.33
White Bear Lake	Mayor	\$9,600.00	\$2,400.00	\$800.00
	Council	\$7,500.00	\$1,875.00	\$625.00
Oakdale	Mayor	\$8,400.00	\$2,100.00	\$700.00
	Council	\$7,020.00	\$1,755.00	\$585.00



**CITY OF OAKDALE  
ORDINANCE NO. XXX**

**AMENDING THE CODE OF ORDINANCES FOR THE CITY OF OAKDALE, CHAPTER 2, ARTICLE 3,  
SECTIONS 2-20 AND 2-23 PERTAINING TO REGULAR CITY COUNCIL MEETINGS AND  
WORKSHOP MEETINGS**

The City Council of the City of Oakdale ordains:

**Section 1.** The City of Oakdale Code of Ordinances, Section 2-20 is amended to read as follows:

**Sec. 2-20. - Time and Place of Regular Meetings.**

Regular meetings of the City Council shall be held on the second and fourth Tuesdays of each month commencing at 5:00 PM and 7:00 PM at the Oakdale City Hall. If any such Tuesday is a legal holiday, the meeting will be canceled or held on another date and time as established by City Council action. The 5:00 PM meetings will be workshop meetings.

**Section 2.** The City of Oakdale Code of Ordinances, Section 2-23 is amended to read as follows:

**Sec. 2-23. - Workshop Meetings**

In addition to the days and times specified in Sec. 2-20 of this Code, ~~W~~workshop meetings of the City Council may be held at the Oakdale City Hall at such times as the City Council may establish by majority vote. The purpose of such a meeting is to discuss administrative business and familiarize each council member with items that may be presented for a regular or special meeting at a future City Council meeting. No official City Council action will normally be taken at workshop meetings, but the City Council may take action on matters that come before them during a workshop meeting if the City Council deems it advisable to do so.

**Section 3. Effective Date.** This Ordinance shall take effect and be in full force on and after its adoption and publication, as provided by law.

Voting in Favor:

Voting Against:

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2026 by the Oakdale City Council.

---

Kevin Zabel, Mayor

Attest:

---

Sara Ludwig, City Clerk

Posted:

Published:

Text with ~~strikeout~~ is proposed for deletion.

Text with underline is proposed for insertion.

proposed



# COUNCIL MEMORANDUM

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Christina M. Volkers, City Administrator
<b>Date:</b>	January 27, 2026
<b>Subject:</b>	City Attorney Presentation: Open Meeting Law, Serial Meetings, More

## BACKGROUND

At Tuesday's Workshop, City Attorney Thomson will provide the annual overview of the Open Meeting Law, discuss serial meetings, and provide additional information pertinent to elected officials.

## Attachment

Presentation Slides



# Open Meeting Law

- 1983 Court Decision (*Moberg v. Robbinsdale School District*) defined "meeting" as a gathering of a quorum or more of the City Council at which they discuss, decide, or receive information as a group on matters relating to city business
- "Electronic gatherings" did not exist in 1983

Serial communication between members can also violate the Open Meeting Law!



1

## Quote From 1983 Court Decision

"Of course, serial meetings in groups of less than a quorum for purposes of avoiding public hearings or fashioning agreement on an issue may also be found to be a violation of the statute **depending upon the facts of the individual case.**"

## Definition of “Serial Meeting”

Gatherings of less than a quorum for the purposes of avoiding public meeting or fashioning agreement on an issue and done with the intent of avoiding the requirements of the OML

## Serial Meeting Determination

- Whether a “serial meeting” has occurred depends on two factual determinations:
  - What was the purpose of the meeting; and
  - What was the intent of the elected officials who participated in the meeting?

## 1996 North Mankato Case

- Applicants for city administrator were serially interviewed by all five members of the City Council in one-on-one closed interviews
- The five city councilmembers were present in the same building, but each conducted separate interviews in five different rooms.
- Decision on who to hire was made at an open meeting

## 1996 North Mankato Case

- Trial court found that the private interviews were not conducted for the purpose of avoiding a public meeting.
- The court of appeals upheld the trial court's decision.
- Conclusion: Gatherings involving less than a quorum of a public body held for the purpose of avoiding the requirements of the OML constitute "serial meetings" and violate the OML.

## E-Mails and Open Meetings

- Can e-mails constitute a “serial meeting”?
- 2009 and 2017 IPAD Advisory Opinions said yes

### IPAD Advisory Opinion No. 09-20

- Newspaper reporter sends email to a board member asking for comments on a previously published newspaper article
- Board member sends a proposed statement to other board members
- Seven board members respond with comments **and cc all other board members**

## IPAD OPINION 09-20

- Emails among members of joint powers board (Metro Gang Strike Task Force) concerning contents of press release violated the Open Meeting Law

## IPAD OPINION 09-20

- Comments included:
  - “I support the statement”
  - “I agree with the others”
  - “The statement reflects a solidarity on the part of the board”

## IPAD OPINION 09-20

- Commissioner concluded that a quorum or more of the board commented and provided direction to the board member regarding the statement
- The group emails were the functional equivalent of a “meeting”

## IPAD OPINION 09-20

- If the board member had taken action without consulting a quorum of the board, no violation would have occurred
- A “one-way communication” is permissible

- What should the board members have done?
- Call an emergency meeting

## Case Study

- Council members receive their packets. One of the items is a controversial matter that the council has not previously discussed at a meeting.
  - Council Member A contacts Council Member B to discuss the matter before the council meeting. OML Violation? NO
  - Council member A then contacts Council Members C and D to discuss the matter. OML Violation? Potentially
  - Council Member A does not contact any council member other than Council Member B, but Council Member B contacts all the other council members and tells them about her conversation with Council Member A. OML Violation? Potentially

## Social Media

In 2014, the OML was amended to state that “use of social media by members of a public body does not violate the open meeting law as long as the social media use is limited to exchanges with all members of the general public.” Emails are not considered “social media” for purposes of the new law.

## ADVICE

- With respect to the OML, treat emails (or tweets or text messages) like phone calls
- Do not engage in email conversations, serial or otherwise, between more than one other council member
- Even a “one-way” email can quickly turn into a series of emails
- Work through the city administrator
- Remember that emails between council members will almost always be public data