

City of Lake Elmo
3800 Laverne Avenue North

**7 PM REGULAR COUNCIL MEETING
AGENDA**

May 6, 2008

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ATTENDANCE: ___Johnston, ___DeLapp, ___Johnson, ___Park, ___Smith
- D. APPROVAL OF AGENDA: (The approved agenda is the order in which the City Council will do its business.)
- E. ORDER OF BUSINESS: (This is the way that the city council runs its meetings so everyone attending the meeting or watching the meeting understands how the city council does its public business.)
- F. GROUND RULES: (These are the rules of behavior that the city council adopted for doing its public business.)
- G. APPROVE MINUTES:
 - 1. Consider approval of April 15, 2008 minutes
- H. PUBLIC COMMENTS/INQUIRIES: In order to be sure that anyone wishing to speak to the city council is treated the same way, meeting attendees wishing to address the city council on any items NOT on the regular agenda may speak for up to three minutes.
- I. CONSENT AGENDA: Items are placed on the consent agenda by city staff and the Mayor because they are not anticipated to generate discussion. Items may be removed at City Council's request.
 - 2. Approve Resolution no. 2008-022 payments of claims.
 - 3. Consider approving a request from Washington County Parks Division for the City to conduct a deer harvest in Sunfish Lake Park in conjunction with the Lake Elmo Park Reserve deer harvest in November of 2008
 - 4. Authorize the purchase and installation of two drinking fountains from the Park Capital Fund
 - 5. Authorize a capital equipment expenditure associated with the annual trade in of the bobcat for a new model
- J. REGULAR AGENDA:
 - 6. Authorize entering into a contract with Iteris on behalf of Lake Elmo Elementary School PTA for the Safe Routes to School Plan
 - 7. Receive an update from Washington County on various transportation projects:
 - Trunk Highway 36 and Manning Avenue (CSAH 15) Project
 - Trunk Highway 36 and Lake Elmo Avenue (CSAH 17) Design Review Committee
 - Keats Avenue (CSAH 19) Landscaping Project
 - Inwood Avenue North (CSAH 13) Project
 - Trunk Highway 36 and Manning Avenue (CSAH 15) Project

8. Consider a preferred location for a sanitary sewer lift station in the vicinity of Reid Park for the I-94 to 30th Street Infrastructure Project

9. Consider approving an application to the 1000 Friends of Minnesota for a Community Growth Options Grant; Resolution no. 2008-023

K. REPORTS AND ANNOUNCEMENTS:

(These are verbal updates and do not have to be formally added to the agenda.)

- Mayor and Council Members
- Administrator

L. ADJOURN

City of Lake Elmo
City Council Meeting Minutes

April 15, 2008

Mayor Johnston called the meeting to order at 7:05 p.m.

PRESENT: Mayor Johnston, Council Members DeLapp, Johnson, Park,
Also Present: Finance Director Bouthilet, City Attorney Filla, Planning Director Klatt
and City Clerk Lumby

APPROVAL OF AGENDA:

MOTION: Council Member DeLapp moved to approve the April 15, 2008 agenda as amended. Council Member Johnson seconded the motion. The motion passed unanimously.

ORDER OF BUSINESS:

APPROVE MINUTES:

The minutes of April 1, 2008 were approved by consensus.

PUBLIC COMMENTS/INQUIRIES: None

CONSENT AGENDA:

MOTION: Council Member Johnson moved to approve the Consent Agenda as presented. Council Member Park seconded the motion. The motion passed unanimously.

- Approve Resolution no. 2008-020 payment of claims in the amount of \$98,943.00
- Approve Mn/DOT Community Roadside Landscaping Partnership Program Agreement no. 92477 with MnDOT, Resolution no. 2008-021
- Authorization to purchase plants "wholesale" in accordance with the May 3 planting project plan from Bachman Nursery Wholesale Center, as well as authorization to purchase miscellaneous planting materials for the project in the amount not to exceed \$4,500.00. The MnDOT Land landscape Partnership program agreement provides for the reimbursement of project costs up to \$4,500.00.

REGULAR AGENDA:

MOTION: Council Member Johnson moved to approve Mayor Johnson proclaiming the month of May, 2008 to be Arbor Month in the City and April 25, 2008 as Arbor Day. Council Member Park seconded the motion. The motion passed unanimously.

REPORTS AND ANNOUNCEMENTS: None

Mayor Johnston adjourned the meeting at 7:20 p.m.

NIMS Workshop:

The NIMS Workshop was cancelled because the instructor was on a fire call.

The workshop recessed at 7:30 p.m.

Respectfully submitted by Sharon Lumby, City Clerk

DRAFT

City Council

Date: 05/06/2008

CONSENT

Item: 2

Resolution 2008-022

ITEM: Approve resolution No. 2008-022 approving disbursements in the amount of \$185,356.25.

SUBMITTED BY: Tom Bouthilet, Finance Director

SUMMARY AND ACTION REQUESTED: The City Council is being asked to approve disbursements in the amount of \$185,356.25

**CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION NO. 2008-022
RESOLUTION APPROVING CLAIMS**

BE IT RESOLVED THAT Claim Number 457 was used for building surcharge, 458, 459, DD1642 through DD1653, 32478 through 324483 and 32485 through 32488 were used for Staff Payroll dated April 24, 2008; 32484, 32489 through 32546 were used for Accounts Payable, in the total amount of \$185,356.25 are hereby approved.

ADOPTED, by the Lake Elmo City Council on the 6th day of May, 2008.

Dean Johnston
Mayor

ATTEST:

Susan Hoyt
City Administrator

Accounts Payable To Be Paid Proof List

User: Administrator

Printed: 05/02/2008 - 8:08 AM

Batch: 001-05-2008



Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ACEHARD Ace Hardware										
59177	04/07/2008	24.69	0.00	05/06/2008	Bulbs - City Hall		-	No		0000
101-410-1940-42230	Building Repair Supplies									
59177	04/07/2008	14.56	0.00	05/06/2008	Air Connect - Public Works		-	No		0000
101-430-3100-42150	Shop Materials									
	59177 Total:	39.25								
	ACEHARD Total:	39.25								
ACS Animal Control Services										
112	04/19/2008	455.45	0.00	05/06/2008	Animal Control Services 4/7 - 4/19 2008		-	No		0000
101-420-2700-43150	Contract Services									
	112 Total:	455.45								
	ACS Total:	455.45								
ADMIN Admin-IPA										
	04/29/2008	190.00	0.00	05/06/2008	Registration for Data Practices Workshop		-	No		0000
101-410-1320-44370	Conferences & Training									
	Total:	190.00								
	ADMIN Total:	190.00								
ARAM Aramark										
629-6462140	04/02/2008	32.25	0.00	05/06/2008	Uniforms - Public Works		-	No		0000
101-430-3100-44170	Uniforms									
	629-6462140 Total:	32.25								
629-6466930	04/09/2008	32.24	0.00	05/06/2008	Uniforms - Public Works		-	No		0000
101-430-3100-44170	Uniforms									
	629-6466930 Total:	32.24								
629-6469793	04/14/2008	52.64	0.00	05/06/2008	Linen City Hall		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg									
	629-6469793 Total:	52.64								
629-6471699	04/16/2008	32.25	0.00	05/06/2008	Uniforms - Public Works		-	No		0000
101-430-3100-44170	Uniforms									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
629-6476496	04/23/2008	32.25	0.00	05/06/2008	Uniforms-Public Works		-	No		0000
101-430-3100-44170	Uniforms	32.24								
629-6471699 Total:		32.25								
629-6476497	04/23/2008	32.24	0.00	05/06/2008	Mats-Public Works		-	No		0000
101-430-3100-44010	Repairs/Maint Contractual Bldg	21.86								
629-6476496 Total:		32.24								
629-6476497 Total:		21.86								
629-6479330	04/28/2008	28.85	0.00	05/06/2008	City Hall Linen		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg	28.85								
629-6479330 Total:		28.85								
ARAM Total:		232.33								
ARAMAU ARAMARK										
11016954	04/09/2008	75.88	0.00	05/06/2008	City Work Shirts		-	No		0000
101-410-1320-42000	Office Supplies	75.88								
11016954 Total:		75.88								
ARAMAU Total:		75.88								
ASPENMI Aspen Mills, Inc.										
80866	04/17/2008	79.95	0.00	05/06/2008	Turnout Boots - Fire		-	No		0000
101-420-2220-45800	Equipment	85.45								
80866	04/17/2008	85.45	0.00	05/06/2008	Pants, Belt, Shirt Patech		-	No		0000
101-420-2220-44170	Uniforms	165.40								
80866 Total:		165.40								
ASPENMI Total:		165.40								
BATTYPL Batteries Plus Woodbury										
32-149764	04/04/2008	68.69	0.00	05/06/2008	Battery for Roller-Public Works		-	No		0000
101-430-3100-42210	Equipment Parts	68.69								
32-149764 Total:		68.69								
BATTYPL Total:		68.69								
BERBEE Berbee Information Networks										
IN00173547	03/31/2008	4,118.83	0.00	05/06/2008	Computer Switch Box		-	No		0000
411-480-8000-45700	Office Equipment & Furnishings	4,118.83								
IN00173547 Total:		4,118.83								
BERBEE Total:		4,118.83								
BIFFS Biff's Inc.										
W349488	04/09/2008	75.26	0.00	05/06/2008	Portable Restroom - Sunfish Lake Park		-	No		0000
101-450-5200-44120	Rentals - Buildings									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
W349488	04/09/2008	75.26								
W349488 Total: 75.26										
101-450-5200-44120	Rentals - Buildings	-69.07	0.00	05/06/2008	Portable Restroom - Lions Park Credit		-	No		0000
W349489 Total: -69.07										
BIFFS Total: 6.19										
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BONESTRO Bonestroo	04/04/2008	23,997.03	0.00	05/06/2008	Village AUAR- Jan - Mar 22, 2008		-	No		0000
413-480-8000-43150 Contract Services										
Total: 23,997.03										
BONESTRO Total: 23,997.03										
<hr/>										
CAMPBELL Campbell Knutson P.A.	03/31/2008	225.00	0.00	05/06/2008	Legal Services - AUAR		-	No		0000
2879-000G 03/31/2008 Legal Services										
413-480-8000-43040 Legal Services										
2879-000G 03/31/2008 Legal Services - Planning										
101-410-1910-43040 Legal Services										
2879-000G 03/31/2008 Legal Services - HR										
101-410-1610-43040 Legal Services										
2879-000G Total: 1,450.30										
CAMPBELL Total: 1,450.30										
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CHIEFS Chief's Choice Cleaning	04/16/2008	153.00	0.00	05/06/2008	Cleaning Supplies-Fire		-	No		0000
22325 04/16/2008										
101-420-2220-44040 Repairs/Maint Contractual Eqpt										
22325 Total: 153.00										
CHIEFS Total: 153.00										
<hr/>										
ENVIR Research Inst. Environmental Syste	04/08/2007	4,366.01	0.00	05/06/2008	Upgrade to GIS		-	No		0000
91727131 04/08/2007										
101-410-1910-44330 Dues & Subscriptions										
91727131 Total: 4,366.01										
ENVIR Total: 4,366.01										
<hr/>										
FASTENAL Fastenal	04/03/2008	30.51	0.00	05/06/2008	Tools & Bolts - Public Works		-	No		0000
MNT1112698 04/03/2008										
101-430-3100-42150 Shop Materials										
MNT1112698 Total: 30.51										
FASTENAL Total: 30.51										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
FXL FXL, Inc.	04/29/2008	2,000.00	0.00	05/06/2008	Assessing Services	May 2008	-			0000
101-410-1550-43100	Assessing Services									No
	Total:	2,000.00								
	FXL Total:	2,000.00								
JARDINE Jardine, Logan & O'Brien	04/25/2008	264.50	0.00	05/06/2008	Legal Services	through March 08	-			0000
67736	Legal Services									No
101-410-1610-43040	Legal Services									
	67736 Total:	264.50								
	JARDINE Total:	264.50								
LAKEFIRE Lake Elmo Fire Department	04/29/2008	56.65	0.00	05/06/2008	Fire Vehicle Repairs		-			0000
Petty Cash	Repairs/Maint Contractual Eqpt									No
101-420-2220-44040	Repairs/Maint Contractual Eqpt									
Petty Cash	04/29/2008	11.94	0.00	05/06/2008	Building Repairs-Fire		-			0000
101-420-2220-44010	Repairs/Maint Contractual Bldg									
Petty Cash	04/29/2008	4.80	0.00	05/06/2008	Postage - Fire		-			0000
101-420-2220-42000	Office Supplies									
Petty Cash	04/29/2008	11.72	0.00	05/06/2008	Boot Polish		-			0000
101-420-2220-44170	Uniforms									
	Petty Cash Total:	85.11								
	LAKEFIRE Total:	85.11								
LANG DAN Dan Lang Homes LTD	04/28/2008	1,000.00	0.00	05/06/2008	Escrow Return	11671 56th Street N.	-			0000
Permit 5859	Deposits Payable									No
803-000-0000-22900	Deposits Payable									
	Permit 5859 Total:	1,000.00								
Permit 5860	04/28/2008	1,000.00	0.00	05/06/2008	Escrow Return	11704 56th Street N.	-			0000
803-000-0000-22900	Deposits Payable									No
	Permit 5860 Total:	1,000.00								
Permit 5871	04/28/2008	1,000.00	0.00	05/06/2008	Escrow Return	11839 58th Street N.	-			0000
803-000-0000-22900	Deposits Payable									No
	Permit 5871 Total:	1,000.00								
Permit 5887	04/28/2008	1,000.00	0.00	05/06/2008	Escrow Return	5693 Linden Ave	-			0000
803-000-0000-22900	Deposits Payable									No
	Permit 5887 Total:	1,000.00								
	LANG DAN Total:	4,000.00								
LEAGMN League of MN Cities	03/31/2008	20.00	0.00	05/06/2008	Loss Control Workshop	Public Works	-			0000
1-000033583	Conferences & Training									No
101-430-3100-44370	Conferences & Training									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
1-000033583 Total:										
1-000033918	04/16/2008	20.00								
101-410-11110-44370	Conferences & Training	85.00	0.00	05/06/2008	Mayor's Conference		-	No		0000
1-000033918 Total:										
LEAGMN Total:		85.00								
		105.00								
LEAGUE Minnesota Cities League of										
101-410-1320-44350	04/28/2008	49.36	0.00	05/06/2008	Directory of MN City Officials		-	No		0000
	Books	49.36								
Total:										
LEAGUE Total:		49.36								
LMCIT Cities Insurance Trust League of M										
CMC 27014	04/22/2008	500.00	0.00	05/06/2008	City's Deduct Claim Public Works		-	No		0000
411-480-8000-43040	Legal Services	500.00								
CMC 27014 Total:										
CMC28066	04/20/2008	500.00	0.00	05/06/2008	City's Deductible on Legal Claim		-	No		0000
101-410-1610-43040	Legal Services	500.00								
CMC28066 Total:										
LMCIT Total:		1,000.00								
MARONEYS Maroney's Sanitation, Inc										
23682	04/09/2008	102.11	0.00	05/06/2008	Waste Removal - City Hall		-	No		0000
101-410-1940-43840	Refuse	56.01								
23682	04/09/2008	56.01	0.00	05/06/2008	Waste Removal - Fire		-	No		0000
101-420-2220-43840	Refuse	102.11								
23682	04/09/2008	102.11	0.00	05/06/2008	Waste Removal - Public Works		-	No		0000
101-430-3100-43840	Refuse	195.92								
23682	04/09/2008	195.92	0.00	05/06/2008	Waste Removal - Parks		-	No		0000
101-450-5200-43840	Refuse	456.15								
23682 Total:										
MARONEYS Total:		456.15								
MATCO Matco Tools										
200284	04/03/2008	120.39	0.00	05/06/2008	Tools Public Works		-	No		0000
101-430-3100-42400	Small Tools & Minor Equipment	120.39								
200284 Total:										
200831	04/17/2008	170.19	0.00	05/06/2008	Tools - Public Works		-	No		0000
101-430-3100-42400	Small Tools & Minor Equipment	170.19								
200831 Total:										
201074	04/24/2008	170.19	0.00	05/06/2008	Tools - Public Works		-	No		0000
101-430-3100-42400	Small Tools & Minor Equipment	54.23								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	201074 Total:	54.23								
	MATCO Total:	344.81								
MENARDSO Menards - Oakdale										
34526	04/14/2008	11.69	0.00	05/06/2008	Garbage Bags - Parks		-	No		0000
101-450-5200-42150	Shop Materials									
	34526 Total:	11.69								
34967	04/16/2008	41.51	0.00	05/06/2008	Paint for Fire Station 2		-	No		0000
101-420-2220-44010	Repairs/Maint Contractual Bldg									
	34967 Total:	41.51								
35174	04/17/2008	19.07	0.00	05/06/2008	Tennis Net Ties		-	No		0000
101-450-5200-42150	Shop Materials									
	35174 Total:	19.07								
	MENARDSO Total:	72.27								
MENARDST Menards - Stillwater										
15892	04/17/2008	3.52	0.00	05/06/2008	Supplies-Fire		-	No		0000
101-420-2220-44010	Repairs/Maint Contractual Bldg									
15892	04/17/2008	2.01	0.00	05/06/2008	Supplies-Fire		-	No		0000
101-420-2220-44010	Repairs/Maint Contractual Bldg									
	15892 Total:	5.53								
	MENARDST Total:	5.53								
MFRA MFRA										
60956	02/01/2008	5,089.98	0.00	05/06/2008	Planning Consultant Services-Jan. 2008		-	No		0000
101-410-1910-43150	Contract Services									
	60956 Total:	5,089.98								
61525	04/01/2008	4,477.50	0.00	05/06/2008	Planning Consultant Services-March 2008		-	No		0000
101-410-1910-43150	Contract Services									
	61525 Total:	4,477.50								
	MFRA Total:	9,567.48								
MICROSEL Microsel, Inc.										
0176844-IN	02/28/2008	90.00	0.00	05/06/2008	Connection Box for Laptop to TV		-	No		0000
101-420-2220-45800	Equipment									
	0176844-IN Total:	90.00								
	MICROSEL Total:	90.00								
MNAWWA Minnesota AWWA										
601-494-9400-44370	05/01/2008	60.00	0.00	05/06/2008	Water Operator Training		-	No		0000
	Conferences & Training									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
Total:		60.00								
MNAWWA Total:		60.00								
MNDOH MN Department of Health										
	05/01/2008	23.00	0.00	05/06/2008	Water Certificate Renewal-Horning		-		No	0000
101-420-2400-44370	Conferences & Training									
	05/01/2008	32.00	0.00	05/06/2008	Water Operator Supply License - Duddeck		-		No	0000
601-494-9400-44370	Conferences & Training									
	04/24/2008	23.00	0.00	05/06/2008	Water Certification Renewal-Gustafson		-		No	0000
601-494-9400-44370	Conferences & Training									
Total:		78.00								
MNDOH Total:		78.00								
MNUNEMPL MN Dept Economic Security										
	07973555	320.30	0.00	05/06/2008	Unemployment Insurance		-		No	0000
101-410-1110-44330	Dues & Subscriptions									
07973555 Total:		320.30								
MNUNEMPL Total:		320.30								
NATREPRO National Reprographics, LLC										
	53647	3.20	0.00	05/06/2008	Meeting Notes - Planning		-		No	0000
101-410-1910-42000	Office Supplies									
53647 Total:		3.20								
54256	04/22/2008	6.39	0.00	05/06/2008	Park's Packet		-		No	0000
101-450-5200-44300	Miscellaneous									
54256 Total:		6.39								
NATREPRO Total:		9.59								
NORTHTOO HSBC Business Solutions										
	0561038111	7.98	0.00	05/06/2008	Sealed Switch - Public Works		-		No	0000
101-430-3100-42210	Equipment Parts									
0561038111 Total:		7.98								
NORTHTOO Total:		7.98								
OFFICEMX OfficeMax										
	216497	224.34	0.00	05/06/2008	Office Supplies - Admin		-		No	0000
101-410-1320-42000	Office Supplies									
216497 Total:		224.34								
219005	04/14/2008	20.21	0.00	05/06/2008	Office Supplies		-		No	0000
101-410-1320-42000	Office Supplies									
219005 Total:		20.21								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
219008	04/11/2008	44.67	0.00	05/06/2008	Office Supplies		-	No		0000
101-410-1320-42000	Office Supplies									
	219008 Total:	44.67								
279422	04/11/2008	-9.04	0.00	05/06/2008	Office Supplies-Credit on Returned items		-	No		0000
101-410-1320-42000	Office Supplies									
	279422 Total:	-9.04								
	OFFICEMX Total:	280.18								
PAI Parts Associates Inc.										
PAI0742552	04/03/2008	103.27	0.00	05/06/2008	Tef-Gel Lubricant - Public Works		-	No		0000
101-430-3100-42150	Shop Materials									
	PAI0742552 Total:	103.27								
	PAI Total:	103.27								
PETERSON Peterson Fram & Bergman										
11135M	03/31/2008	1,339.07	0.00	05/06/2008	Legal Services-Civil		-	No		0000
101-410-1610-43040	Legal Services									
11135M	03/31/2008	979.00	0.00	05/06/2008	Legal Services-Planning		-	No		0000
101-410-1910-43040	Legal Services									
11135M	03/31/2008	148.50	0.00	05/06/2008	Legal Services-Village		-	No		0000
413-480-8000-43030	Engineering Services									
	11135M Total:	2,466.57								
11140M	03/31/2008	3,989.73	0.00	05/06/2008	Legal Services-Criminal		-	No		0000
101-410-1610-43045	Civil Attorney Criminal									
	11140M Total:	3,989.73								
11150M	03/31/2008	77.00	0.00	05/06/2008	Legal Services-Developer		-	No		0000
203-490-9070-43040	Legal Services									
	11150M Total:	77.00								
11155M	03/31/2008	116.50	0.00	05/06/2008	Legal Services-Civil		-	No		0000
101-410-1610-43040	Legal Services									
	11155M Total:	116.50								
	PETERSON Total:	6,649.80								
PLANTH PLANT HEALTH ASSOCIATES, INC										
910-98	05/01/2008	1,316.00	0.00	05/06/2008	Forester Services March & April 2008		-	No		0000
101-430-3100-43150	Contract Services									
	910-98 Total:	1,316.00								
	PLANTH Total:	1,316.00								
PRESS Press Steven										
101-410-1320-43620	05/01/2008	58.88	0.00	05/06/2008	Cable Meeting - Council 4/15/08		-	No		0000
	Cable Operation Expense									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
101-410-1910-43620	05/01/2008 Cable Operation Expense	58.88	0.00	05/06/2008	Cable Meeting - Planning	4/14/08	-	No		0000
101-450-5200-44300	05/01/2008 Miscellaneous	44.16	0.00	05/06/2008	Cable Meeting - Forester	4/22/08	-	No		0000
	Total:	161.92								
	PRESS Total:	161.92								
PTNCOMP P1212	PTN Computer Sales & Services 03/17/2008	170.00	0.00	05/06/2008	Replace Fan Motor	Computer	-	No		0000
101-410-1520-43185	Hardware Support	170.00								
	1212 Total:	170.00								
	PTNCOMP Total:	170.00								
REGIONSH 765724	Regions Hospital 04/10/2008	2,700.00	0.00	05/06/2008	Training agreement-	Year 2	-	No		0000
101-420-2220-44370	Conferences & Training	2,700.00								
	765724 Total:	2,700.00								
	REGIONSH Total:	2,700.00								
Rivertwn 50035963	Rivertown Newspaper Group 03/31/2008	11.80	0.00	05/06/2008	Public Hearing Notices		-	No		0000
101-410-1910-42000	Office Supplies	11.80								
	50035963 Total:	11.80								
	Rivertwn Total:	11.80								
ROGERS 15545	Rogers Printing Services 04/21/2008	1,823.28	0.00	05/06/2008	Spring Newsletter		-	No		0000
101-410-1320-43090	Newsletter/Website	1,823.28								
	15545 Total:	1,823.28								
	ROGERS Total:	1,823.28								
ROSE 0008677	City of Roseville 04/21/2008	78.91	0.00	05/06/2008	Cables to connect switch		-	No		0000
411-480-8000-45700	Office Equipment & Furnishings	78.91								
	0008677 Total:	78.91								
	ROSE Total:	78.91								
RUD 101-410-1940-44010	Prince-Rud Diane 05/01/2008	360.00	0.00	05/06/2008	Cleaning - City Hall		-	No		0000
	Repairs/Maint Contractual Bldg									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
101-420-2220-44010	05/01/2008	360.00	0.00	05/06/2008	Cleaning - Fire		-			No 0000
	Repairs/Maint Contractual Bldg									
101-410-1940-42110	05/01/2008	14.44	0.00	05/06/2008	Cleaning supplies		-			No 0000
	Cleaning Supplies									
	Total:	734.44								
	RUD Total:	734.44								
SAMSCLUB Sam's Club										
57266312009915	03/31/2008	78.64	0.00	05/06/2008	Printer Ink Catridges-Public Works		-			No 0000
101-430-3100-42000	Office Supplies									
	57266312009915 Total:	78.64								
	SAMSCLUB Total:	78.64								
SATELLIT Satellite Shelters, Inc.										
R116563	03/27/2008	319.50	0.00	05/06/2008	Office Rental 3/27/08 - 04/23/08		-			No 0000
101-420-2400-44120	Rentals - Building									
	R116563 Total:	319.50								
	SATELLIT Total:	319.50								
TASCH T. A. Schiffsky & Sons										
44062	04/14/2008	195.53	0.00	05/06/2008	Asphalt - Public Works		-			No 0000
101-430-3100-42240	Street Maintenance Materials									
	44062 Total:	195.53								
44128	04/22/2008	388.63	0.00	05/06/2008	Asphalt - Public Works		-			No 0000
101-430-3100-42240	Street Maintenance Materials									
	44128 Total:	388.63								
	TASCH Total:	584.16								
TDS TDS METROCOM - MN										
6517798882	04/13/2008	149.77	0.00	05/06/2008	Analog Phone Service - Fire		-			No 0000
101-420-2220-43210	Telephone									
6517798882	04/13/2008	34.25	0.00	05/06/2008	Analog Phone Service - Public Works		-			No 0000
101-430-3100-43210	Telephone									
6517798882	04/13/2008	102.63	0.00	05/06/2008	Analog Phone Service - Lift Station		-			No 0000
101-430-3100-43210	Telephone									
	6517798882 Total:	286.65								
	TDS Total:	286.65								
TKDA TKDA, Inc.										
200801314	04/09/2008	1,059.24	0.00	05/06/2008	Wellhead Protection Plan		-			No 0000
601-494-9400-43030	Engineering Services									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
200801315	04/09/2008	1,059.24	0.00	05/06/2008	Lake Elmo Water System Interconnect	-	-	No		0000
601-494-9400-43030	Engineering Services	848.28								
200801316	04/09/2008	848.28	0.00	05/06/2008	Tablyn/Heights Watermain	-	-	No		0000
202-494-9400-43030	Engineering Services	2,212.04								
200801317	04/09/2008	2,212.04	0.00	05/06/2008	Manning Ave & Hwy 36	-	-	No		0000
414-480-8000-43030	Engineering Services	554.44								
200801318	04/09/2008	554.44	0.00	05/06/2008	Comp Park Plan Update	-	-	No		0000
404-480-8000-43030	Engineering Services	957.41								
200801319	04/09/2008	957.41	0.00	05/06/2008	Pavement Management Report	-	-	No		0000
404-480-8000-43030	Engineering Services	641.76								
200801320	04/09/2008	641.76	0.00	05/06/2008	Development - Whistling Valley III	-	-	No		0000
404-480-8000-43030	Engineering Services	210.84								
200801321	04/09/2008	210.84	0.00	05/06/2008	Development - Eagle Point 7th Add.	-	-	No		0000
404-480-8000-43030	Engineering Services	49.39								
200801322	04/09/2008	49.39	0.00	05/06/2008	Development - Tapestry at Charlotte Grov	-	-	No		0000
404-480-8000-43030	Engineering Services	1,185.57								
200801323	04/09/2008	1,185.57	0.00	05/06/2008	Development - Lake Elmo Farms	-	-	No		0000
404-480-8000-43030	Engineering Services	883.98								
200801324	04/09/2008	883.98	0.00	05/06/2008	Development - Discovery	-	-	No		0000
404-480-8000-43030	Engineering Services	1,009.73								
200801325	04/09/2008	1,009.73	0.00	05/06/2008	Development - Sanctuary	-	-	No		0000
404-480-8000-43030	Engineering Services	2,217.78								
200801326	04/09/2008	2,217.78	0.00	05/06/2008	Development - Hidden Meadows	-	-	No		0000
404-480-8000-43030	Engineering Services	2,091.33								
200801327	04/09/2008	2,091.33	0.00	05/06/2008	Development - Park Meadows	-	-	No		0000
404-480-8000-43030	Engineering Services	504.65								
200801328	04/09/2008	504.65	0.00	05/06/2008	I-94 to 30th St - Village Sanitary	-	-	No		0000
404-480-8000-43030	Engineering Services	30,484.30								
200801329	04/09/2008	30,484.30	0.00	05/06/2008	Village Planning	-	-	No		0000
404-480-8000-43030	Engineering Services	389.83								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
200801329 Total:		389.83								
200801330	04/09/2008	5,364.64	0.00	05/06/2008	General Engineering		-	No		0000
101-410-1930-43030	Engineering Services									
200801330	04/09/2008	886.44	0.00	05/06/2008	Planning		-	No		0000
101-410-1910-43030	Engineering Services									
200801330 Total:		6,251.08								
200801331	04/09/2008	2,076.74	0.00	05/06/2008	General Engineering Planning		-	No		0000
101-410-1910-43030	Engineering Services									
200801331	04/09/2008	718.11	0.00	05/06/2008	General Engineering Building		-	No		0000
101-420-2400-43030	Engineer Serv Utility Permits									
200801331	04/09/2008	6,894.94	0.00	05/06/2008	General Engineering MSA		-	No		0000
409-480-8000-43030	Engineering Services									
200801331	04/09/2008	3,549.76	0.00	05/06/2008	Surface Water Management & NPDES		-	No		0000
603-496-9500-43030	Engineering Services									
200801331	04/09/2008	4,227.18	0.00	05/06/2008	Water Supply System		-	No		0000
601-494-9400-43030	Engineering Services									
200801331	04/09/2008	404.24	0.00	05/06/2008	Sanitary Sewer System		-	No		0000
602-495-9450-43030	Engineering Services									
200801331 Total:		17,870.97								
TKDA Total:		69,422.62								
TWINCIT Twin City Water Clinic, Inc.										
4613	03/31/2008	65.00	0.00	05/06/2008	Bacteria Analysis		-	No		0000
601-494-9400-42270	Utility System Maintenance									
4613 Total:		65.00								
TWINCIT Total:		65.00								
ULI Urban Land Institute										
283258	04/02/2008	200.00	0.00	05/06/2008	Membership Renewal ULI-Mayor		-	No		0000
101-410-1110-44330	Dues & Subscriptions									
283258 Total:		200.00								
ULI Total:		200.00								
UNIQUE Unique Paving Materials Corp.										
184691	03/28/2008	240.16	0.00	05/06/2008	Winter Asphalt Mix		-	No		0000
101-430-3100-42240	Street Maintenance Materials									
184691 Total:		240.16								
UNIQUE Total:		240.16								
USPOST United States Postal Service										
	04/28/2008	500.00	0.00	05/06/2008	Newsletter Mailing		-	No		0000
101-410-1320-43090	Newsletter/Website									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
Total:		500.00								
USPOST Total:		500.00								
Verizon Wireless										
1839801345	04/28/2008	81.33	0.00	05/06/2008	Cell Phone-Admin		-	No		0000
101-410-1940-43210	Telephone	81.33								
1839801345 Total:		81.33								
Verizon Total:		81.33								
WAS-TRAN Washington County										
60142	04/23/2008	2,892.05	0.00	05/06/2008	Labor Only-Speed Sign on Hwy 5		-	No		0000
410-480-8000-45800	Other Equipment	2,892.05								
60142 Total:		2,892.05								
WAS-TRAN Total:		2,892.05								
WASHCONS Washington Conservation Dist.										
1317	03/31/2008	500.00	0.00	05/06/2008	Shared Water Resource Educator 1 Qtr		-	No		0000
603-496-9500-44370	Conferences & Training	500.00								
1317 Total:		500.00								
WASHCONS Total:		500.00								
XCEL Xcel Energy										
51-4504807-7	04/09/2008	23.43	0.00	05/06/2008	Lights-Legion Park		-	No		0000
101-450-5200-43810	Electric Utility	61.61								
51-4504807-7	04/09/2008	26.82	0.00	05/06/2008	Electric Hudson Lift Station		-	No		0000
602-495-9450-43810	Electric Utility	26.82								
51-4504807-7	04/09/2008	111.86	0.00	05/06/2008	Traffic Lights-Inwood		-	No		0000
101-430-3160-43810	Street Lighting	26.08								
51-4504807-7 Total:		111.86								
51-4572945-7	04/09/2008	26.08	0.00	05/06/2008	Street Lighting-Jamely		-	No		0000
101-430-3160-43810	Street Lighting	26.08								
51-4572945-7 Total:		26.08								
51-4580376-5	04/09/2008	1,146.80	0.00	05/06/2008	Utilities Service-City Hall		-	No		0000
101-410-1940-43810	Electric Utility	28.14								
51-4580376-5	04/09/2008	1,174.94	0.00	05/06/2008	Traffic Lights-Keats		-	No		0000
101-430-3160-43810	Street Lighting	1,312.88								
51-4580376-5 Total:		1,174.94								
XCEL Total:		1,312.88								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ZACK Zack's, Inc. 23867	03/26/2008	131.18	0.00	05/06/2008	Cleaning Supplies-City Hall		-			0000
101-410-1940-42230	Building Repair Supplies									
23867	03/26/2008	297.70	0.00	05/06/2008	Asphalt Remover,Safety Vest & Misc		-			0000
101-430-3100-42150	Shop Materials									
	23867 Total:	428.88								
	ZACK Total:	428.88								
	Report Total:	144,806.42								

ITEM: Consider approving a request from Washington County Parks Division for the City to conduct a deer harvest in Sunfish Lake Park in conjunction with the Lake Elmo Park Reserve deer harvest in November of 2008.

REQUESTED BY: Peter Mott, Park Manager Washington County Parks

SUBMITTED BY: Carol Kriegler, Project Assistant
Mike Bouthliet, Park and Public Works Superintendent

REVIEWED BY: Parks Commission
Susan Hoyt, City Administrator

SUMMARY AND ACTION REQUESTED: The city council is being asked to approve a deer harvest in Sunfish Lake Park in November 2008 in conjunction with the Lake Elmo Park Reserve deer harvest. The goal of the hunt is to reduce the deer population in the two parks by 100 deer, resulting in a population of 15 to 25 deer per square mile. This has been a 15 year on-going partnership between the county and the city to control the deer population. The proposed gun hunt at Sunfish Lake Park will be comprised of hunters selected by lottery. The lottery will be limited to Lake Elmo city residents and result in the selection of 8 hunters and 2 alternates. The deer harvest will be conducted in conjunction with the Lake Elmo Park Reserve harvest, with assistance of the DNR, in the two parks over two weekends in November (November 8-9, and 15 & 16). A number of precautions will be in place to ensure that potential park visitors will not enter the parks during the hunt, including extensive signing of park entrances and boundaries. The Parks Commission reviewed the proposal and discussed it with park representatives and approved the deer harvest.

ADDITIONAL INFORMATION

Deer populations have been growing steadily in Washington County and throughout the Metropolitan area for the last 30 years. In order to keep deer populations in balance with available habitat, collective efforts between the Minnesota Department of Natural Resources, metropolitan cities, park agencies, sportsmen's organizations, and private citizens have been developed and implemented.

The Washington County Parks Division, with assistance from the MN DNR, recommends the use of a "special hunt" to manage deer populations within the Lake Elmo Park Reserve and adjacent Sunfish Lake Park. MN DNR wildlife managers estimate that upwards of 200 deer are in the park areas based on a 2008 aerial count of 153 and the assumption that 30% of the actual deer population is missed through aerial surveys. A population of this size causes significant damage to trees and shrubs in the parks due to browsing and also poses a traffic hazard as deer cross nearby highways. A controlled hunt in the parks should remove significant numbers of deer from the parks, while also dispersing deer into areas where they may be harvested by other hunters, thereby increasing the overall effectiveness of the harvest.

The goal of the harvest is to reduce the deer herd to 15-25 deer per square mile in the parks. The Lake Elmo Parks Commission requested a cap of deer harvested, and the County has proposed that no more than 100 deer will be harvested between the two parks.

The Parks Commission voted unanimously in support of approving the proposed deer harvest.

RECOMMENDATION:

Approve a request from Washington County Parks Division for the City to conduct a deer harvest in Sunfish Lake Park in conjunction with the Lake Elmo Park Reserve deer harvest in November of 2008.

MOTION FOR CONSIDERATION

Move to approve the deer harvest in Sunfish Lake Park to be held in conjunction with the Lake Elmo Park Reserve harvest, with assistance of the Minnesota DNR, on November 8 and 9 and November 15 and 16.

ATTACHMENTS

- 1 Washington County Parks Division, 2008 Proposed Shotgun Deer Management Plan
- 2 Washington County Parks Division, Lake Elmo Park Reserve Deer Harvest



**Public Works Department
Parks Division**

Donald J. Theisen, P.E.
Director/County Engineer

John D. Elholm, CPRP
Parks Director

Washington County
Parks Division

2008 Proposed Shotgun Deer Management Plan

Deer populations have been growing steadily in Washington County and throughout the Metropolitan Area for the last 30 years. In order to keep deer populations in balance with available habitat, collective efforts between the Minnesota Department of Natural Resources (MN DNR), metropolitan cities, park agencies, sportsmen's organizations, and private citizens must be developed and implemented.

The Washington County Parks Division, with assistance from the MN DNR, recommends the use of a 'special hunt' to manage deer populations within the Lake Elmo Park Reserve (LEPR). The proposal for LEPR is to conduct a shotgun hunt during the regular Minnesota firearms deer season in November of 2008. A shotgun hunt is being selected over an archery hunt to increase harvest success rates, thereby decreasing the number of days of disturbance in the park.

The deer herd in the park reserve and the adjacent Sunfish Lake Park has grown to 153, based upon a 2008 aerial survey. MN DNR wildlife managers estimate that 30% of the actual deer population is missed through aerial surveys. This means there are upwards of 200 deer in the park area. MN DNR wildlife managers recommend deer population goals of 15 to 25 deer per square mile, or 45 - 75 deer in the area surveyed. A large number of these deer are entering and staying in the parks in the fall because of outside hunting pressures. The large concentration of deer in the park has caused significant damage to trees and shrubs due to deer browsing. A population of this size also poses a traffic hazard as deer cross nearby highways. A controlled hunt in the park, in conjunction with the regular deer firearms season, should remove significant numbers of deer from the park reserve, while also dispersing deer into areas outside the park where they may be harvested by other hunters, thereby increasing the overall effectiveness of our efforts.

MN DNR wildlife managers recommend that we allow hunting of either sex deer in the park reserve while emphasizing the importance of harvesting antlerless (female) deer. This will be accomplished through an "earn-a-buck" management approach. The "earn-a-buck" approach requires hunters to harvest a female deer before they can harvest a buck (male deer). Reducing populations of female deer will lower the short-term reproductive capacity of the deer herd, maximizing the benefits of a controlled deer harvest in the park. MN DNR wildlife managers recommend we allow 50 hunters into the park reserve for the controlled harvest, and allow hunters to purchase additional antlerless permits. The goal of the harvest is to reduce the deer herd to 15 - 25 deer per square mile in the park. No more than 100 deer will be harvested from the park reserve.

Washington County Parks will work with MN DNR to take advantage of the lottery system for this year's hunt. MN DNR will conduct the drawing and provide the list of successful applicants to Washington County.

Staff asks for approval of the 2008 Deer Management Plan.

11660 Myeron Road North, Stillwater, Minnesota 55082
Phone: 651-430-4300 • Fax: 651-430-4350 • TTY: 651-430-6246

www.co.washington.mn.us

Equal Employment Opportunity / Affirmative Action

Washington County
Parks Division

Lake Elmo Park Reserve Deer Harvest

Background

This report contains information about how the white-tailed deer harvest will be conducted in the Lake Elmo Park Reserve. The Washington County Parks Division, in conjunction with the Minnesota Department of Natural Resources, will conduct this special harvest.

Studies conducted in conjunction with the Minnesota Department of Natural Resources indicate that there is an over-population of deer in the Lake Elmo Park Reserve.

Permits

Shotgun hunting permits will be issued.

Dates

The hunt will be conducted November 8th & 9th and 15th & 16th.

Game

Either sex white-tailed deer. A doe must be harvested before a buck can be harvested. The Lake Elmo Park Reserve is designated an Intensive Harvest Area by the MN DNR. Hunters will be given the option to purchase and use up to four Bonus Permits to take additional antlerless deer, up to a grand total of 5 deer. No more than 100 deer will be removed from the park reserve.

Application Procedures

Application for special area permits must be submitted to the MN DNR License Bureau. The State will conduct a random drawing and return a list of successful applicants to the County.

Orientation Meeting

Successful applicants will receive a packet of hunt information and will be notified of a mandatory hunter orientation/safety meeting, which will be held before the hunt begins.

Hunting Zones

The park reserve will be divided into hunting zones. At the orientation session, each hunter will select the zone he wants to hunt according to the order in which they were drawn in the lottery. Hunters selected near the end of the lottery probably will not receive their first choice of zone. Hunters, with approval from Park staff, may shift zones after the first day to fill vacancies left by successful hunters.

Zones will be marked on a map and marked in the field near residential development. A minimum of 300 yards will be the nearest any zone will be marked from residential development.

Parking and Vehicle Use

Designated parking areas will be established for use during the hunt. Hunters will not be allowed to park on any roads outside the park and walk into the park. The only time hunters will be allowed to drive beyond the parking areas is to retrieve a deer.

City Council
Date: 5/6/08
CONSENT
Item: 4
Motion

ITEM: Authorize the purchase and install two drinking fountains from the Park Capital Fund

SUBMITTED BY: Mike Bouthilet, Public Works Superintendent

REVIEWED BY: Parks Commission
Susan Hoyt, City Administrator
Tom Bouthilet, Finance Director

SUMMARY AND ACTION REQUESTED: The city council is being asked to authorize the purchase of two drinking fountains for a total of \$3,710, which includes shipping costs, from the Parks Capital Fund, which has funds to cover this expense. The two drinking fountains are:

- An accessible drinking fountain that meets the Americans With Disabilities Act (ADA) for the VFW Park (\$1,930)
- A replacement drinking fountain for Pebble Park (\$1,430)

MOTION

Authorize the purchase of two drinking fountains for an amount not to exceed \$ 3,800 out of the Park Capital Fund for VFW and Pebble Park.

City Council
Date: 5/6/08
CONSENT
Item: 5
Motion

ITEM: Authorize a capital equipment expenditure
associated with the annual trade in of the bobcat for a new model

SUBMITTED BY: Mike Bouthilet, Public Works Superintendent

REVIEWED BY: Susan Hoyt, City Administrator
Tom Bouthilet, Finance Director

SUMMARY AND ACTION REQUESTED: The city council is being asked to approve expenditures of \$1,926 (including tax) out of the capital equipment budget for trading in the bob cat for a new model. This is an annual program that the city participates in with the manufacturer that the Maintenance Advisory Committee for the city has approved participating in in the past.

MOTION (The cost is rounded to give a little flexibility).

Authorize the expenditure of up to \$1,950 for the trade in of the Bobcat for an updated model.

ITEM: Authorize entering into a contract with Iteris on behalf of Lake Elmo Elementary School PTA for the Safe Routes to School Plan

REQUESTED BY: Sandy Cullen, PTA, Lake Elmo Elementary School

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: School Evaluation Team

SUMMARY AND ACTION REQUESTED: The City Council is being asked to enter into a contract with Iteris, Inc. on behalf of Lake Elmo Elementary School to using grant funds in the amount of \$20,000 for the Safe Routes to School Plan to promote walking and biking opportunities for students at Lake Elmo Elementary School. The School was awarded a \$20,000 grant for the work and the city is the fiscal agent so the city must technically enter into the grant even though it is under the management of the School. The city formalized the agreement with MnDOT in January of 2008. The city staff will participate in the planning process when appropriate. The School sent out a request for proposals for the study in March, 2008 and received four responses. Iteris was selected by the school evaluation team.

ADDITIONAL INFORMATION

Iteris was selected because of the thoroughness of their work plan, conciseness of their deliverables and their emphasis on creating educational opportunities for the school community and the general public. Iteris uses PE Engineering and 3M as subcontractors in the process.

The four consultant teams submitted proposals; all costs were for the full \$20,000 amount.

- Alliant Engineering, Inc., Minneapolis
- Bonestroo, St. Paul
- Iteris, Inc., Minneapolis; in association with PE Services, Ltd., Wayzata; and 3M
- Olsson Associates, Edina; in association with KLD Consulting, Minneapolis

A proposal evaluation group rated each of the proposals. The evaluation group consisted of:

- Kristie Billiar, Mn/DOT SRTS Coordinator
- Nik Costello, Washington County Traffic Engineer
- Sandy Cullen, Lake Elmo Elementary PTA
- Andy Fields, Lake Elmo Elementary Principal
- Jack Griffin, City of Lake Elmo Engineer
- Jennifer Pelletier, City of Lake Elmo Planning Commission
- Anne Schlagel, Lake Elmo Elementary PTA

RECOMMENDATION

The School Evaluation team has selected Iteris and requests the city authorize the contract between the city and Iteris so the school can move forward with this project.

SUGGESTED MOTION FOR CONSIDERATION

Move to authorize the a contract with Iteris, Inc. for a cost not to exceed \$20,000 for Lake Elmo Elementary School to complete the Safe Routes to School according to the proposal submitted by Iteris and based upon the recommendation of the Lake Elmo School Evaluation team.

ORDER OF BUSINESS:

- Introduction Susan Hoyt, City Administrator
- Report by staff or other presenter Sandy Cullen
PTA, Lake Elmo Elementary School
- Questions from city council members to the presenter Mayor and council members
- Questions/comments from the public to the city council Mayor facilitates
(a maximum of three minutes per question/statement)
- Call for a motion. Mayor and council members
- Discussion among city council members Mayor and council members
- Action by the city council City council

City Council
Date: May 6, 2008
REGULAR
Item: 7
INFORMATION

ITEM: Receive an update from Washington County on various transportation projects being planned or constructed

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Susan Hoyt, City Administrator
Ryan Stempski, Assistant City Engineer

SUMMARY AND ACTION REQUESTED: The City Council is being asked to receive an update from Washington County on the following projects. No further action is requested at this time.

1. Trunk Highway 36 and Manning Avenue (CSAH 15) Project
2. Trunk Highway 36 and Lake Elmo Avenue (CSAH 17) Design Review Committee
3. Keats Avenue (CSAH 19) Landscaping Project
4. Inwood Avenue North (CSAH 13) Project

ORDER OF BUSINESS:

- Introduction Susan Hoyt, City Administrator
- Report by staff or other presenter Jack Griffin, City Engineer
Wayne Sandberg, Washington County
- Questions from city council members to the presenter Mayor and council members
- Questions/comments from the public to the city council Mayor facilitates
(a maximum of three minutes per question/statement)

City Council
Date: 5/06/08
REGULAR
Item: 8
RESOLUTION

ITEM: Consider a resolution authorizing the application for a 1,000 Friends of Minnesota Community Growth Options Planning Grant

SUBMITTED BY: Susan Hoyt, City Administrator
Kyle Klatt, Planning Director

SUMMARY AND ACTION REQUESTED: The city council is being asked to authorize the application to the 1,000 Friends of Minnesota community Growth Options planning grant. The grant provides for matching funds for planning expertise for ten cities and townships under 10,000 people within the twelve county metropolitan area that are anticipating growth between now and 2035. Lake Elmo meets these criteria. The Village area will require substantial planning expertise and communication with property owners and residents to move through the comprehensive plan amendments, zoning code and subdivision requirements to implement the preferred development scenario. These city initiated planning activities are eligible for these grant funds and the city's commitment to public involvement throughout the Village planning process with all of its related activities will support our application. After a review of the criteria, it appears that the 1,000 Friends may be looking for cities/townships that do not have a planning staff and/or have historically had limited resources available to address complex planning issues. Nevertheless, Lake Elmo clearly fits the criteria and the Village provides a great opportunity for the grant funds to be effectively used to plan and implement thoughtful growth.

This grant may provide funds to support this effort in the amount of \$40,000 the first year, \$24,000 the second year and up to \$100,000 over six years. It will also connect the city with additional community resources. The timing of the Village planning work will likely be done in a shorter time frame than six years so this funding detail would need to be worked to maximize investment in the Village planning. However, south of Tenth Street will require planning expertise and communication beginning in year 2010 or 2011 given the comprehensive plan timelines for growth. The deadline for the grant is May 15 and a resolution is required to support the city's application. The city was contacted by the 1,000 Friends of Minnesota about this opportunity and staff recommends submitting an application. The city's match could be through planning consulting dollars that are routinely budgeted and through the city's planning budget.

ADDITIONAL INFORMATION PROVIDED BY THE 1,000 FRIENDS OF MINNESOTA

The 1,000 Friends of Minnesota is an organization that has long been committed to managing growth. In an effort to promote thoughtful, sustainable development the 1000 Friends of Minnesota and their University of Minnesota partners, the Center for Urban and Regional Affairs and the Hubert H. Humphrey Institute of Public Affairs, are now accepting applications from interested communities for Community Growth Options (CGO). CGO is a multi-year project funded by the McKnight Foundation and designed to deliver to small, fast-growing communities financial and other assistance for community planning, ordinance development, and implementation.

- The six-year goals of Community Growth Options (CGO) are:
 - _ To assist local elected officials, staff and citizens in guiding the development patterns in their communities.
 - _ To support Minnesota communities in accommodating growth.
 - _ To create models of successful planning and implementation.
 - _ To entice planning firms to provide to growing communities a comprehensive array of services.
 - _ To create and sustain in communities a demand for long-term planning and a balanced-growth approach to community development.

- Selected communities will be expected to:
 - Contract with a planning firm from our approved pool of consultants.
 - Work with that firm to establish a cyclical planning framework for their community that includes the following components: community visioning, comprehensive planning, ordinance development/updating, plan implementation/developing action items, policies and procedures audit, ongoing internal education and training with assistance from the selected planning firm, implement this planning framework.
 - Commit to funding ongoing planning as a core function of government (as noted above: CGO will pay up to \$40,000 of the community's planning costs in Year One, up to \$24,000 in year two, and decreasing each year until Year Six when the community is expected to pay the full cost of their planning program).
 - Commit to seeking diverse and broad citizen representation in the planning process.
 - Commit to openness and a high level of information-sharing in the planning process.
 - Participate in CGO workshops and trainings as appropriate.

- In addition to the basic criteria above, the following will be considered when selecting communities to participate:
 - _ Commitment to public participation
 - _ Commitment to achieving diversity and inclusiveness in public participation
 - _ Degree of community interest in the project
 - _ Degree of community leaders' commitment to the project
 - _ Proximity to future or existing transit or highway projects
 - _ Proximity to sensitive lands and/or compromised or threatened water resources and natural habitat
 - _ Budget
 - _ Staff capacity (Lake Elmo will likely have more staff capacity than some cities/townships)
 - _ Relationship with neighbors
 - _ References in the community

RECOMMENDATION

Apply for the 1,000 Friends of Minnesota Community Growth Options Grant as a way to assist the city in financing the comprehensive planning, zoning and subdivision work, including public participation, that will be necessary to take the Village Vision and implement it after the AUAR process is completed, financial information is received and the city council determines a preferred development scenario.

MOTION

Move to approve Resolution no. 2008-023 authorizing the application for a 1,000 Friends of Minnesota Community Growth Options Grant.

ORDER OF BUSINESS

- | | |
|---|--------------------------------|
| ▪ Introduction | Susan Hoyt, City Administrator |
| ▪ Report | Kyle Klatt, Planning Director |
| ▪ Questions from the council to the presenters
(3 minute/question) | Mayor and Council members |
| ▪ Questions /comments from the public to the council
(3 minute max/person) | Mayor facilitates |
| ▪ Call for a motion | Mayor and Council members |
| ▪ Discussion | Mayor and Council members |
| ▪ Action | City Council |

ATTACHMENTS:

- 1 Resolution no. 2008-023
- 2 Announcement
- 3 Application Requirements
- 4 Advisory Board for 1,000 Friends

**CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2008-023

*A RESOLUTION OF SUPPORT FOR AN APPLICATION TO THE
COMMUNITY GROWTH OPTIONS PROGRAM*

WHEREAS, the city of Lake Elmo desires to enter into the Community Growth Options program offered by the McKnight Foundation through 1000 Friends of Minnesota; and

WHEREAS, the city of Lake Elmo is committed to developing a long-term, proactive approach to planning; and

WHEREAS, the city of Lake Elmo is committed to bringing sewer to two areas within the its city limits; and

WHEREAS, the city of Lake Elmo is carefully planning for the addition of sewer and public infrastructure to these two areas of the city beginning with the area around the Village and then portions of the area south of Tenth Street; and

WHEREAS, the city of Lake Elmo has committed to proactive and thoughtful planning with substantial public participation; and

WHEREAS, the city of Lake Elmo has adopted thirteen principles to achieve in implementing its vision of the Village through a comprehensive plan amendment, zoning code and subdivision ordinances; and

WHEREAS, the city of Lake Elmo intends to partially fund its future planning for growth with the assistance of the Community Growth Options Program; and

WHEREAS, the city of Lake Elmo is committed to transparent and inclusive public planning processes with diverse and broad citizen representation; and

WHEREAS, the city of Lake Elmo is committed to openness and a high level of information-sharing in the planning process and participation by elected, appointed officials and citizens in educational workshops and training provided in a variety of ways including through the 1,000 Friends and its partners; and

WHEREAS, the City of Lake Elmo contains a high proportion of sensitive lands and open space, including unique rolling hills, natural springs and streams, lakes and wetlands with regional and statewide significance as well as historic agricultural uses within its *twenty three square mile area*.

NOW, THEREFORE, The Lake Elmo City Council does hereby resolve to support this application to the Community Growth Options program and commit the City of Lake Elmo to a planning framework that includes pursuing a community vision, comprehensive planning, ordinance development/updating, plan implementation/developing action items, policies and procedures audit and ongoing internal education and training.

Passed and duly adopted this 6th day of May, 2008 by the City Council of the City of Lake Elmo, Minnesota.

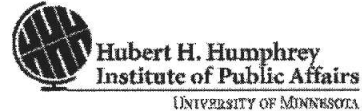
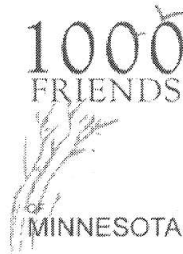
Dean A. Johnston, Mayor

ATTEST:

Susan Hoyt, City Administrator

Voting in Support

Voting against



COMMUNITY GROWTH OPTIONS

Now Accepting Applications

1000 Friends of Minnesota and their University of Minnesota partners, the Center for Urban and Regional Affairs and the Hubert H. Humphrey Institute of Public Affairs, are now accepting applications from interested communities for Community Growth Options (CGO). CGO is a multi-year project funded by the McKnight Foundation and designed to deliver to small, fast-growing communities financial and other assistance for community planning, ordinance development, and implementation.

CGO recognizes that Minnesota is growing rapidly and that many small communities are in the path of development with little or no support to help them prepare for this. Many communities have a vision of maintaining their community character, open spaces, and rural lifestyle, while also enjoying the economic development that growth could bring. Being concerned for the future of these unique places, CGO seeks to build capacity for ongoing planning and implementation in ten growing communities over a six-year period. In the end, the success of this project will be a replicable model of planning that specifically addresses the unique challenges facing small growing communities.

The six-year goals of CGO are:

- To assist local elected officials, staff and citizens in guiding the development patterns in their communities.
- To support Minnesota communities in accommodating growth.
- To create models of successful planning and implementation.
- To incent planning firms to provide to growing communities a comprehensive array of services.
- To create and sustain in communities a demand for long-term planning and a balanced-growth approach to community development.

In 2008 ten communities will be selected to participate in this six-year project. Each of the ten communities will be awarded a grant in Year One of up to \$40,000 and up to \$24,000 in Year Two for the purpose of establishing a long-term framework for community planning, zoning and implementation. Communities that are working toward desired project outcomes are eligible for financial support over the six years of the project, totaling up to \$100,000. Communities will be

expected to contribute a portion of their own planning costs in an amount which will increase incrementally over the six-year period. Financial support from CGO will decrease each year until Year Six when the community is expected to pay the full cost of their planning and implementation.

The ten selected communities will also have access to a comprehensive array of communications, educational, technology and University resources at no additional cost to support and enhance their planning and implementation efforts. These resources include:

- A comprehensive array of communications resources, such as quarterly newsletters produced about each community and distributed to all community citizens, as well as CGO program-wide newsletters that highlight progress in all selected communities. Each community will also have a dedicated website for easy information sharing regarding the project.
- Regular training opportunities, such as workshops for local elected officials, staff and citizens on various planning and natural resource topics relevant to the community.
- University of Minnesota resources such as 10-week graduate student internships and faculty research support, which includes GIS support, market research, community surveys and data-gathering.
- Technical assistance to support, inform the community planning process such as 3D visualization, interactive mapping and GIS analysis.

Selected communities will be expected to:

- Contract with a planning firm from our approved pool of consultants.
- Work with that firm to establish a cyclical planning framework for their community that includes the following components: community visioning, comprehensive planning, ordinance development/updating, plan implementation/developing action items, policies and procedures audit, ongoing internal education and training.
- With assistance from the selected planning firm, implement this planning framework.
- Commit to funding ongoing planning as a core function of government (as noted above: CGO will pay up to \$40,000 of the community's planning costs in Year One, up to \$24,000 in year two, and decreasing each year until Year Six when the community is expected to pay the full cost of their planning program).
- Commit to seeking diverse and broad citizen representation in the planning process.
- Commit to openness and a high level of information-sharing in the planning process.
- Participate in CGO workshops and trainings as appropriate.

The timeline for the project is as follows:

- April (date to be determined) – Information sessions held. Please contact us at cgo@1000fom.org to register.
- May 15, 2008 – Review of applications begins
- June 15, 2008 – Community selection begins. First communities are selected.
- Communities will then choose and contract with participating planning firms and the first grant payments will be made and work begins.

Eligible communities are invited to submit applications following the guidelines below (the full guidelines are available on a separate document on our web site at www.1000fom.org):

Basic Eligibility Requirements

To be considered for the project, the community *must* meet the following basic criteria:

- **Geographic location** – In this phase of the project we are accepting applications from communities located in the following counties: Hennepin, Ramsey, Washington, Dakota, Anoka, Scott, Carver, Sherburne, Wright, Isanti, Chisago, and Goodhue.
- **Community type** – Cities and townships are eligible to apply. We are not able to accept applications from counties at this time.
- **Growing** – Communities must be projected to grow between now and 2035.
- **Population** – Only communities with a 2006 estimated population greater than 600 and less than 12,000 are eligible to apply. Please follow this link if you are not sure if you fit this criteria: http://www.demography.state.mn.us/documents/MCDEST2000_2006.csv
- **Board resolution** – A resolution of the town board or city council authorizing application submission is required. If necessary, the resolution can be submitted after the application deadline, but all resolutions must be received by 4:00 p.m. June 16, 2008.

Other Selection Criterion

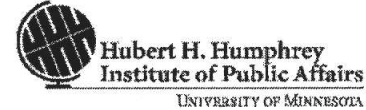
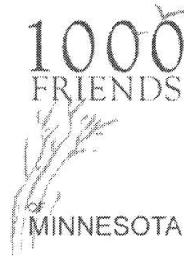
In addition to the basic criteria above, the following will be considered when selecting communities to participate:

- Commitment to public participation
- Commitment to achieving diversity and inclusiveness in public participation
- Degree of community interest in the project
- Degree of community leaders' commitment to the project
- Proximity to future or existing transit or highway projects
- Proximity to sensitive lands and/or compromised or threatened water resources and natural habitat
- Budget
- Staff capacity
- Relationship with neighbors
- References

How to Apply

Step 1: If you think your community might be a good match for this project, please call or e-mail us. We would like to get to know your community and provide more information about the project. Call Liz Boyer or Lisa Bigaouette at (651) 312-1000 or e-mail cgo@1000fom.org.

Step 2: Submit an application and cover sheet to 1000 Friends of Minnesota by 4:00 p.m. on May 15, 2008. Application Guidelines can be found on 1000 Friends of Minnesota's website at www.1000fom.org



COMMUNITY GROWTH OPTIONS

Application Guidelines

1000 Friends of Minnesota and their University of Minnesota partners, the Center for Urban and Regional Affairs and the Hubert H. Humphrey Institute of Public Affairs, are now accepting applications from interested communities for Community Growth Options (CGO). CGO is a multi-year project funded by the McKnight Foundation and designed to deliver to small, fast-growing communities financial and other assistance for community planning, ordinance development, and implementation.

Please see the full Application Announcement at:

http://www.1000fom.org/Posted_Documents/CGO.announcement.pdf for information on the project's goals, expectations of participating communities, and project timeline.

A press release about the project is also available at:

http://www.1000fom.org/Posted_Documents/CGO_press_release.pdf

Basic Eligibility Requirements

To be considered for the project, the community *must* meet the following basic criteria. Please see the Application Announcement for criteria that will be considered in the selection process:

- **Geographic location** – In this phase of the project we are accepting applications from communities located in the following counties: Hennepin, Ramsey, Washington, Dakota, Anoka, Scott, Carver, Sherburne, Wright, Isanti, Chisago, and Goodhue.
- **Community type** – Cities and townships are eligible to apply. We are not able to accept applications from counties at this time.

- **Growing** – Communities must be projected to grow between now and 2035.
- **Population** – Only communities with a 2006 estimated population greater than 600 and less than 12,000 are eligible to apply. Please follow this link if you are not sure if you fit this criteria: http://www.demography.state.mn.us/documents/MCDEST2000_2006.csv
- **Board resolution** – A resolution of the town board or city council authorizing application submission is required. If necessary, the resolution can be submitted after the application deadline, after the full application.

How to Apply

Step 1: If you think your community might be a good match for this project, please call or e-mail us. We would like to get to know your community and provide more information about the project. Call Liz Boyer or Lisa Bigaouette at (651) 312-1000 or e-mail cgo@1000fom.org.

Step 2: Submit an application and cover sheet to 1000 Friends of Minnesota by 4:00 p.m. on May 15, 2008.

Applications can be either e-mailed to cgo@1000fom.org or mailed to:

1000 Friends of Minnesota
1031 West 7th Street
St. Paul, MN 55102

COVER SHEET

Please include the following information in the cover sheet:

- Name of your community
- Your community's 2008 total operating budget
- Key contact person, title
- Address
- Phone number
- E-mail address (if available)

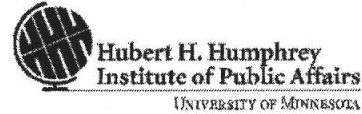
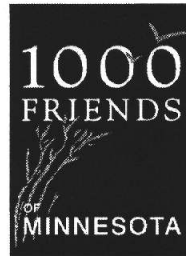
APPLICATION

The application should respond to the following questions. Applications can be brief and should not exceed 10 pages. Please include any supporting documentation that would be helpful in reviewing your application. If any of your community's documents are available online, please include the web address(es) where they can be found.

1) Need and desire to participate in Community Growth Options

- Briefly describe why this program would be of value in meeting the needs of your community's planning, zoning, and implementation efforts.

- Briefly describe your community's most urgent concerns related to growth and development.
 - Briefly describe your community's planning capacity – in terms of staff, financial and technical resources.
 - Has your community received financial support for planning, zoning, and/or implementation in recent years through other organizations or agencies? Please describe.
- 2) **Community visioning**
- Has your community ever undertaken a community visioning effort? (Note: this is not required to participate in the project). If yes, how would you describe the overall vision for your community?
- 3) **Planning efforts and ordinance documents**
- Does your community currently have a comprehensive plan? (Note: this is not required to participate in the project). If yes, when was it completed?
 - If your community is a township, do you have your own zoning ordinance or do you use the county's?
- 4) **Community Involvement**
- Have you ever completed a community survey? If yes, please attach a summary.
 - Briefly describe your community's experience with achieving community input in a planning or visioning process.
- 5) **Relationship with neighbors** – How would you characterize your relationship with neighboring communities? Some communities may wish to submit joint proposals. If this application is being submitted jointly by two or more jurisdictions, please clearly describe common objectives and potential for collaboration.
- 6) **Board resolution** – Please include with your application a resolution of the town board or city council supporting this application. If necessary, the resolution can be submitted after the application deadline. The resolution must be received by 4:00 p.m. on June 16, 2008.
- 7) **References** – Help us get to know your community. Please include the names and contact information of individuals, organizations or business who have been involved with your community in the last 5 years.



COMMUNITY GROWTH OPTIONS

Board of Advisors

- Jim Solem—Chair
- John Crosby—1000 Friends of Minnesota, Board of Directors
- Bob Engstrom—Robert Engstrom Companies; 1000 Friends of Minnesota, Board of Directors
- Tom Fischer—U of M College of Design
- Ed Goetz—U of M HHH Institute of Public Affairs
- Warren Hanson—Greater Minnesota Housing Fund
- Jeff Heegaard—1000 Friends of Minnesota
- Louis Jambois—Association for Metropolitan Municipalities
- Curt Johnson—Citistates
- Joe Kurcinka—MN Dept of Natural Resources, Regional Director
- Paul Moline—county representative (Carver County)
- Eric Muschler—The McKnight Foundation
- Guy Peterson—Metropolitan Council
- Elizabeth Ryan—Family Housing Fund
- Susan Schmidt—Trust for Public Land/Embrace Open Space
- Tom Scott—U of M Center for Urban and Regional Affairs
- Meredith Udoibok—MN Dept of Employment and Economic Development
- Open seat—private sector representative (developer, banker, for ex)
- Open seat—township representative

City Council
Date: May 6, 2008
REGULAR
Item: 9
DIRECTION
MOTION

ITEM: Consider a preferred location for a sanitary sewer lift station in the vicinity of Reid Park for the I-94 to 30th Street Infrastructure Project.

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Susan Hoyt, City Administrator
Ryan Stempski, Assistant City Engineer

SUMMARY AND ACTION REQUESTED: The city council is being asked to 1) provide input and direction regarding the site location and site design for the proposed sanitary sewer lift station facilities for the I-94 to 30th Street Infrastructure Project then refer the item to the park commission for information and comments; and 2) to reduce the contract for engineering the plans and specifications for the I-94 to 30th Street contract from \$296,600 to \$250,000 for a savings of \$46,600 due to the forcemain option.

RELATED INFORMATION

Preliminary engineering work has identified three potential lift station locations in the vicinity of Reid Park. The locations selected and reviewed at this time provide the least cost sanitary sewer system for both the initial capital costs and on-going operational costs; and provide the most functional and flexible trunk sewer system for servicing both new development and existing homes and business in the Village area.

The alternative sites were selected after reviewing the general topography of the sewer service area as defined in the Lake Elmo Comprehensive Plan; generally locating the lift stations in the lowest topographic region to maximize the lift station service area. The area around the southern part of Reid Park provides the lowest topography, is City-owned, and is adjacent to the project corridor. The three sites identified for council consideration include (please refer to the attached location map for these site locations):

- Site Alternative No. 1: In the southwest corner of Reid Park; access from 30th Street,
- Site Alternative No. 2: In the southeast corner of Reid Park; access from 30th Street, and

Site Alternative No. 3: In a City-owned parcel adjacent to the southeast corner of Reid Park. This site would require easement acquisition to accommodate the sewer pipe and the access driveway. Also, soil borings, a wetland delineation, and additional engineering work will be required to verify the feasibility of this site.

TKDA will present and discuss the advantages and disadvantages of each site. This will include plan view drawings, cost estimates, photos, and 3D renderings showing the proposed facilities. At the conclusion of the presentation, TKDA and staff are requesting input and direction from the Council to help identify one lift station site, and to provide input regarding the site layout and configuration for the lift station facilities.

Site layout options will be presented for site access, the chemical odor control dosing tank, back-up power on-site generator, facility layout, routing options for 3-phase power to the site, and a landscape screening plan.

ADDITIONAL INFORMATION

The scope of the I-94 to 30th Street Infrastructure project includes the extension of trunk sanitary forcemain from the MCES interceptor connection near I-94 and Hudson Boulevard, along the Lake Elmo Avenue corridor, to the Reid Park Area on 30th Street (at the southern border of the proposed sewer service area). Future sewer projects will be required to connect to this Reid Park lift station to extend trunk gravity sewer from the lift station to the area(s) to be served.

Depending on which lift station site is selected, the scope of these future projects will vary. The further east the lift station is located, the less distance the trunk gravity sanitary sewer would need to be extended to the Village area, but the more distance trunk gravity sanitary sewer would need to be extended to the Old Village area (existing homes along Lake Elmo Avenue and north of 30th Street).

The lift station site will need to accommodate the lift station wet well and structure, control panel, valve vault, forcemain piping, gravity sewer piping, 3-phase power transformer, odor control dosing tank, stand-by generator, and access driveway. Many of these facilities will be substantially buried and there is an option to bury the chemical dosing tank.

A chemical dosing tank will be required at the lift station site for the purpose of odor control. Chemicals stored in the dosing tank will pre-treat the wastewater in the lift station. Treatment inhibits the growth of hydrogen sulfide bacteria, which causes undesired odors and increases the corrosiveness of wastewater. Bioxide®, a non-toxic nitrate compound, is the most commonly used chemical. The dosing tank can be installed above ground or buried at additional cost.

A permanently mounted stand-by power generator will also be necessary at the site to ensure uninterrupted operation in the event of a power outage or other emergency situations. The life expectancy of a generator is approximately 25 years. It is possible to phase the design and size of this generator to provide a lower initial cost with the option of converting it to a portable mounted generator for Public Works operations, once a larger permanently mounted generator is required to meet higher operating conditions.

The proposed lift station will require 3-phase power at the site. In addition to lift station site layout selection, staff is looking for council input in regards to the preferred route to supply 3-phase power to the site. Xcel Energy has reviewed the availability of 3-phase power in the area. Xcel Energy stated the following routes would be feasible (all cost estimates are preliminary and in 2008 dollars):

- Adding an additional 3-phase line to the existing power poles along Lake Elmo Avenue and 30th Street (approximately under \$50,000),
- Extending a combination above ground and below ground line from Manning Avenue along 30th Street (approximately \$50,000), and
- Extending a below ground only line from Manning Avenue along 30th Street (approximately \$70,000)

All options remain within the engineer's project estimate.

BACKGROUND

The Council has previously authorized the design phase services for the I-94 to 30th Street Infrastructure project. The project was approved as a forcemain-only design, extending along Lake Elmo Avenue using directional boring as necessary to minimize roadway disturbance. The proposed alignment and facility configuration extended the forcemain east along 30th Street with a sanitary lift station located in the vicinity of Reid Park. An Environmental Assessment Worksheet (EAW) was completed with the determination that an Environmental Impact Statement (EIS) is not necessary for this project.

The initial design authorization for this project occurred with the proposed sewer alignment consisting partially of gravity sanitary sewer along Lake Elmo Avenue and 30th Street. The

infrastructure improvements therefore included the reconstruction of Lake Elmo Avenue from 20th to 30th Street, the reconstruction of 30th Street, the addition of a trail along Lake Elmo Avenue, and the extension of a trunk watermain line along Lake Elmo Avenue. At the city council meeting on October 16, 2007, TKDA recommended that the city proceed with the Forcemain only option. This change consisted of extending a sanitary sewer forcemain for the entire length of the Lake Elmo Avenue corridor, thereby removing the street reconstruction work, the trail addition and the trunk watermain extension. The proposed change also identified for the council how residents along Lake Elmo Avenue could be served by gravity sanitary sewer in the future and at a lower cost if and when sanitary sewer service would be necessary or desired for these properties.

The proposed recommendations were approved by the Council, thereby altering and reducing the project scope and design. We have subsequently reviewed the design services fee estimate that was previously authorized by the Council and we have found that we can confidently reduce our proposed fees at this time by at least \$46,600. This would alter our proposed design fees from \$296,600 down to \$250,000.

CITY COUNCIL DIRECTION AND ACTION REQUIRED

SUGGESTED ACTION FOR CONSIDERATION – no formal motion required

The Council is being asked to provide input and direction to the engineering staff in regards to the lift station site location, routing of three phase power, above or below ground chemical dosing tank, site access, and landscape improvements.

It is further recommended that council direct staff to meet with the Park Commission to obtain input on this project as it relates to Reid Park.

MOTION – to reduce the contract for the I-94 to 30th Street

Move to amend the TKDA contract for engineering services for the final design and specifications of the I-94 to 30th Street Sewer project from \$296,600 to \$250,000 for a reduction of \$46,600.

ATTACHMENTS:

- 1. Lift Station Site Location Map

ORDER OF BUSINESS:

- | | |
|---|--------------------------------|
| • Introduction | Susan Hoyt, City Administrator |
| • Report by staff or other presenter | Jack Griffin, City Engineer |
| • Questions from city council members to the presenter | Mayor and council members |
| • Questions/comments from the public to the city council
(a maximum of three minutes per question/statement) | Mayor facilitates |
| • Provide Direction on lift station and refer to the park
commission NO MOTION NECESSARY | City council |
| • Move to amend the contract with TKDA for cost reduction | Mayor and Council members |
| • Action on motion | City Council |



Map Date: May, 2008
 Created By:
TKDA
ENGINEERS • ARCHITECTS • PLANNERS

**City of Lake Elmo
 Minnesota**



Lift Station Site Location Map
 Attachment for May 6, 2008 City Council Agenda Item
 I-94 to 30th Street Infrastructure Improvements
 TKDA Project No. 13857.000

**Attachment
 No. 1**