

City of Lake Elmo
3800 Laverne Avenue North
Lake Elmo, Minnesota

October 20, 2009

7:00 p.m.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE:
- C. ATTENDANCE: ___ Johnston ___ DeLapp, ___ Emmons, ___ 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. Approval of the October 6, 2009 City Council 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 payment of disbursements and payroll
- J. REGULAR AGENDA:
 3. Variance: Consideration of an application to permit the construction of a 147 sq.ft. addition to the house which increases the non-conforming impervious surface coverage at 8199 Hill Trail N.; Resolution No. 2009-040
 4. PUBLIC HEARING: Tablyn Park Improvements; Approve Resolution No. 2009-041 consolidating and ordering improvements
 5. Authorization to prepare 2010 street and water quality improvements
 6. General Fund Revenues/Expenditures through 3rd Quarter 2009 (Unaudited)

K. REPORTS AND ANNOUNCEMENTS:

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

- Mayor and City Council
- Administrator:
 - a. 3M Groundwater contamination update
 - b. Metropolitan Council update
- City Engineer:
 - a. Update on reconstruction of DeMontreville Trail
- Planning Director

L. Adjourn

City of Lake Elmo
City Council Minutes

October 6, 2009

Mayor Johnston called the meeting to order at 7:00 p.m.

PRESENT: Mayor Johnston and Council Members DeLapp, Emmons, Park and Smith.

Also Present: City Administrator Messelt, Planning Director Klatt, Attorney Snyder, Finance Director Bouthilet and City Clerk Lumby

APPROVAL OF AGENDA:

MOTION: Council Member DeLapp moved to approve the October 6, 2009 City Council Agenda as presented. Council Member Smith seconded the motion. The motion passed 5-0.

ORDER OF BUSINESS:

GROUND RULES:

APPROVED MINUTES:

The September 15, 2009, City Council minutes were approved by consensus.

PUBLIC COMMENTS/INQUIRIES: None

CONSENT AGENDA:

MOTION: Council Member Smith moved to approve Items 2, 3 and 4 on the Consent agenda as presented. Council Member Park seconded the motion. The motion passed 5-0.

- Approve payment of disbursements and payroll in the total amount of \$634,852.18.
- Adopt Resolution No. 2009-039 authorizing issuance, awarding sale for the payment of \$575,000 General Obligation Improvement Bond, Series 2009B for Tablyn Park entrance and lot
- Approve 2009 Street Improvements Payment Certificate #2 in the amount of \$185,143.08 to be paid to Tower Asphalt, Inc. from the Project Fund

Approval of easements to the Minnesota Pollution Control Agency for the placement of ground water monitoring wells in Sunfish Lake Park and Lake Jane Hills Park

In regard to Council Member DeLapp's inquiry regarding the Minnesota Land Trust's review of the MPCA easements for the monitoring wells at Sunfish Lake Park and Lake Jane Hills Park, the Minnesota Land Trust was made aware of the request, reviewed the draft easement documents, and the easement document was structured in such a way that provided the City with the authority to grant the easements to the MPCA.

MOTION: Council Member DeLapp moved to approve the easements to the Minnesota Pollution Control Agency for the placement of ground water monitoring wells in Sunfish Lake Park and Lake Jane Hills Park. Council Member Smith seconded the motion. The motion passed 5-0.

Acceptance of the developer-installed infrastructure improvements for the Prairie Ridge Office Park development

Council Member DeLapp asked if the lights could be tuned off after the businesses close, as the City required when they first moved here. He only wanted the opinion to be advisory.

MOTION: Council Member Emmons moved to accept the developer-installed infrastructure improvements for the Prairie Ridge Office Park development pending final staff approval for landscaping and soil conditions. Mayor Johnston seconded the motion. The motion passed 5-0.

REGULAR AGENDA:

Consider an application from Greg and Kathy Lohmer for a variance from the maximum imperious coverage ratio to permit the construction of an addition at 8199 Hill Trail N.

The applicants, Greg and Kathy Lohmer, asked that this item be delayed until the October 20th City Council meeting.

The Council delayed this item until the October 20th City Council meeting, per the applicant's request.

Consideration of an amendment to Section 154.081 of the Lake Elmo Zoning Ordinance regarding permitted encroachments in required yards and the addition of definitions for "porch" and "awning" to Chapter 11

Kyle Klatt, Planning Director, reported the City Council is being asked to review and approve the proposed text amendments to address permitted encroachments within front and side corner setbacks and to add definitions for the terms "porch" and "awning".

The Council changed the definition to awning to read as follows: A roof-like cover including, but not limited to fabric, metal, or glass designed ...”

Council Member DeLapp previously noted he thought it was unfair how some homes are set back further from roadways than others due to varying right-of-way widths in older neighborhoods.

The Planning Commission reconsidered the setback code. The ordinance now reads: Porches as defined in this ordinance may encroach up to 6 feet into a required front yard setback or side corner yard, but in no case shall be setback less than 10 feet from the front property line. A porch is not allowed in a side or rear yard setback.

MOTION: Council Member Smith moved to adopt Ordinance No. 08-017, An ordinance to add definitions for “porch” and “awning” to Section 11.01, and to amend Section 154.081 for permitted encroachments on required yards, including the definition change of “awning”. Council Member Emmons seconded the motion. The motion passed 5-0.

The meeting was adjourned at 7:28 p.m.

Respectfully submitted by Sharon Lumby, City Clerk

DRAFT

City Council
10/22/2009
CONSENT
Item: 2

AGENDA ITEM: Approve disbursements in the amount of : \$ 142,779.46

SUBMITTED BY: Tom Bouthilet, Finance Director

THROUGH: Bruce A Messelt, City Administrator

REVIEWED BY: City Staff

<u>Claim #</u>	<u>Amount</u>	<u>Description</u>
ACH	\$ 7,199.47	Payroll Taxes to IRS 10/08/2009
ACH	\$ 1,064.73	Payroll Taxes to Mn Dept.of Revenue 10/08/09
DD2427 - DD2461	\$ 23,418.49	Payroll Dated 10/08/2009 (Direct Deposit)
34793 - 34801	\$ 16,944.89	Payroll Dated 10/08/2009 (Payroll)
34802 - 34854	\$ 94,151.88	Accounts Payable Dated 10/22/2009

Total: \$ 142,779.46

SUMMARY AND ACTION REQUESTED: The City Council is being asked to approve disbursements in the total amount of \$142,779.46

Accounts Payable To Be Paid Proof List

User: Joan Z

Printed: 10/14/2009 - 3:51 PM

Batch: 002-10-2009

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ACS Animal Control Services										
506	10/11/2009	935.97	0.00	10/20/2009	Animal Control Services	9/7-10/4/2009	-	No		0000
101-420-2700-43150	Contract Services									
	506 Total:	935.97								
	ACS Total:	935.97								
ACTION Action Rental										
199	10/01/2009	1,070.35	0.00	10/20/2009	Tent, Tables & Chair Rental - Fall Fest		-	No		0000
204-450-5200-44300	Miscellaneous									
	199 Total:	1,070.35								
	ACTION Total:	1,070.35								
AMES Ames John										
Chk Req	10/13/2009	161.00	0.00	10/20/2009	Refund Silent Auction Return		-	No		0000
204-450-5200-44300	Miscellaneous									
	Chk Req Total:	161.00								
	AMES Total:	161.00								
ARAM Aramark, Inc.										
629-6830692	09/28/2009	51.04	0.00	10/20/2009	Linen City Hall-annex		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg									
	629-6830692 Total:	51.04								
629-6830693	09/28/2009	26.77	0.00	10/20/2009	Linen City Hall Annex		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg									
	629-6830693 Total:	26.77								
629-6833688	10/01/2009	36.26	0.00	10/20/2009	Uniforms		-	No		0000
101-430-3100-44170	Uniforms									
	629-6833688 Total:	36.26								
629-6838624	10/08/2009	36.26	0.00	10/20/2009	Uniforms		-	No		0000
101-430-3100-44170	Uniforms									
	629-6838624 Total:	36.26								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ARAM Total:		150.33								
BATTYPL Batteries Plus Woodbury, Corp										
32-181531	10/02/2009	208.38	0.00	10/20/2009	(2 ea) Back up generator batteries		-	No		0000
601-494-9400-44030	Repairs\Maint Imp Not Bids									
32-181531 Total:		208.38								
BATTYPL Total:		208.38								
BURBLAC Burbel Black Dirt, Inc.										
11793	08/03/2009	76.68	0.00	10/20/2009	Black Dirt for settled service area		-	No		0000
601-494-9400-44030	Repairs\Maint Imp Not Bids									
11793 Total:		76.68								
12030	10/02/2009	255.60	0.00	10/20/2009	Black Dirt Reid Park		-	No		0000
101-450-5200-42250	Landscaping Materials									
12030 Total:		255.60								
BURBLAC Total:		332.28								
C&J CONS C & J Consulting Services, LLP										
2009-09	10/05/2009	800.00	0.00	10/20/2009	Monthly Acctg Services - Sept 2009		-	No		0000
101-410-1520-43150	Contract Services									
2009-09 Total:		800.00								
C&J CONS Total:		800.00								
CAGERBIT C.A. Gerbitz co., Inc.										
10850	09/10/2009	84.00	0.00	10/20/2009	Waterball Plates - Fall Festival		-	No		0000
204-450-5200-44300	Miscellaneous									
10850 Total:		84.00								
CAGERBIT Total:		84.00								
CAMPION Campion Barrows & Assoc.										
4815	10/05/2009	1,170.00	0.00	10/20/2009	Psych evals for new recruits X 3		-	No		0000
101-420-2220-43050	Physicals									
4815 Total:		1,170.00								
CAMPION Total:		1,170.00								
CARQUEST Car Quest Auto Parts										
2055-168628	10/01/2009	11.24	0.00	10/20/2009	Repair Part for E-1, (3173)		-	No		0000
101-420-2220-44040	Repairs\Maint Eqpt									
2055-168628 Total:		11.24								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	CARQUEST Total:	11.24								
COMCAST COMCAST										
09/27/2009	09/27/2009	7.90	0.00	10/20/2009	Monthly Service		-	No		0000
101-420-2220-44300	Miscellaneous									
	09/27/2009 Total:	7.90								
	COMCAST Total:	7.90								
COMPENSA Compensation Consultants, Ltd										
10/1/2009	10/01/2009	40.00	0.00	10/20/2009	Monthly Admin Fee - October 2009		-	No		0000
101-410-1320-44300	Miscellaneous									
	10/1/2009 Total:	40.00								
	COMPENSA Total:	40.00								
CPTELECO CP Telecom, Corp										
651-207-1000	10/01/2009	527.80	0.00	10/20/2009	Telephone/Data Service-City Hall Oct 09		-	No		0000
101-410-1940-43210	Telephone									
	651-207-1000 Total:	527.80								
	10/01/2009	444.27	0.00	10/20/2009	Telephone/Data Service-Public Wks Oct 09		-	No		0000
651-207-1701	10/01/2009	444.27								
101-430-3100-43210	Telephone									
	651-207-1701 Total:	444.27								
	CPTELECO Total:	972.07								
CTYBLOOM City of Bloomington										
September 09	09/30/2009	60.00	0.00	10/20/2009	Lab Bacteria Tests		-	No		0000
601-494-9400-42270	Utility System Maintenance									
	September 09 Total:	60.00								
	CTYBLOOM Total:	60.00								
CTYOAKDA City of Oakdale										
10000460-01	10/30/2009	12,196.70	0.00	10/20/2009	Water Service I94		-	No		0000
601-494-9400-43820	Water Utility									
	10000460-01 Total:	12,196.70								
	CTYOAKDA Total:	12,196.70								
CTYROSEV City of Roseville										
0010240	10/02/2009	1,551.58	0.00	10/20/2009	Monthly IT Services Oct 2009		-	No		0000
101-410-1450-43180	Information Technology/Web									
	0010240 Total:	1,551.58								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
CTYROSEV Total:		1,551.58								
ECKBERG Eckberg Lamers Briggs Wolff										
99859	09/30/2009	3,763.72	0.00	10/20/2009	Legal Services - Civil		-	No		0000
101-410-1320-43040	Legal Services									
99859 Total:		3,763.72								
ECKBERG Total:		3,763.72								
EMERGAPP Emergency Apparatus Maint. INC										
44747	09/29/2009	1,181.10	0.00	10/20/2009	#44747, Reparis to E-2 (3183)		-	No		0000
101-420-2220-44040	Repairs/Maint Eqpt									
44747 Total:		1,181.10								
44750	09/29/2009	818.70	0.00	10/20/2009	Repairs to T-2 (3186)		-	No		0000
101-420-2220-44040	Repairs/Maint Eqpt									
44750 Total:		818.70								
EMERGAPP Total:		1,999.80								
HACH HACH Company										
6427987	09/29/2009	389.48	0.00	10/20/2009	Lab Tests supplies		-	No		0000
601-494-9400-42160	Chemicals									
6427987 Total:		389.48								
HACH Total:		389.48								
KDV Kern DeWenter Viere Ltd										
98961	09/30/2009	2,126.25	0.00	10/20/2009	Financial Services September 2009		-	No		0000
601-494-9400-43150	Contract Services									
98961 Total:		2,126.25								
KDV Total:		2,126.25								
LEAGMN League of MN Cities										
134074	10/07/2009	40.00	0.00	10/20/2009	Metro Meeting		-	No		0000
101-410-1110-44370	Conferences & Training									
134074 Total:		40.00								
LEAGMN Total:		40.00								
LEINN Lake Elmo Inn										
39450, 39454	08/20/2009	310.47	0.00	10/20/2009	Lunches for City Admin interviews		-	No		0000
101-410-1110-44300	Miscellaneous									
39450, 39454 Total:		310.47								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
LEINN Total:		310.47								
LEOIL Lake Elmo Oil, Inc.										
09/30/2009	09/30/2009	541.58	0.00	10/20/2009	Fuel		-	No		0000
101-420-2220-42120	Fuel, Oil and Fluids									
Multiple 09/30/2009 Total:		541.58								
101-430-3120-42120	Fuel, Oil and Fluids	88.00	0.00	10/20/2009	Fuel		-	No		0000
Multiple Total:		88.00								
LEOIL Total:		629.58								
Lillie Newspapers Inc. Lillie Suburban										
007148	09/30/2009	20.26	0.00	10/20/2009	Public Hearing CUP and Floodplain		-	No		0000
101-410-1450-43510	Public Notices									
007148 Total:		20.26								
10/5/2009	10/05/2009	47.03	0.00	10/20/2009	Public Hearing Notice Variance App		-	No		0000
101-410-1450-43510	Public Notices									
10/5/2009 Total:		47.03								
7148	09/30/2009	441.00	0.00	10/20/2009	Fall Festival Acknowledgement Ad		-	No		0000
204-450-5200-44300	Miscellaneous									
7148 Total:		441.00								
Lillie Total:		508.29								
LOFF Loffler Companies, Inc.										
1055210	10/01/2009	263.47	0.00	10/20/2009	Copy Machines Overage & Base Sept 09		-	No		0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt									
1055210 Total:		263.47								
LOFF Total:		263.47								
MARVS Marv's Professional Tools										
212622	04/09/2009	243.39	0.00	10/20/2009	Twist Socket Sets		-	No		0000
101-430-3100-42400	Small Tools & Minor Equipment									
212622 Total:		243.39								
218421	10/01/2009	106.50	0.00	10/20/2009	XL Pliers set		-	No		0000
101-430-3100-42400	Small Tools & Minor Equipment									
218421 Total:		106.50								
MARVS Total:		349.89								
MCCMA Minnesota City/County Mgmt Ass										
10/2/2009	10/02/2009	100.00	0.00	10/20/2009	Annual Membership		-	No		0000
101-410-1320-44330	Dues & Subscriptions									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
10/2/2009 Total:		100.00								
MCCMA Total:		100.00								
MENARDSO Menards - Oakdale										
94067	09/29/2009	6.39	0.00	10/20/2009	Door Trim		-	No		0000
101-410-1940-42230 Building Repair Supplies		6.39								
94067 Total:		70.89								
94771	10/01/2009	70.89	0.00	10/20/2009	Grinder accessories and step ladder		-	No		0000
101-430-3100-42400 Small Tools & Minor Equipment		70.89								
94771 Total:		144.24								
96114	10/05/2009	144.24	0.00	10/20/2009	Hockey Board Lumber		-	No		0000
101-450-5200-44030 Repairs/Maint Imp Not Bldgs		144.24								
96114 Total:		36.28								
96608	10/07/2009	36.28	0.00	10/20/2009	Hockey Board Paint		-	No		0000
101-450-5200-44030 Repairs/Maint Imp Not Bldgs		36.28								
96608 Total:		36.28								
MENARDSO Total:		257.80								
MENARDST Menards - Stillwater										
43337	10/08/2009	18.28	0.00	10/20/2009	Station Supplies		-	No		0000
101-420-2220-44010 Repairs/Maint Bldg		18.28								
43337 Total:		18.28								
MENARDST Total:		18.28								
METCOU Metropolitan Council										
0000910770	10/01/2009	1,068.66	0.00	10/20/2009	Monthly Wastewater Service - Nov 09		-	No		0000
602-495-9450-43820 Sewer Utility - Met Council		1,068.66								
0000910770 Total:		1,068.66								
METCOU Total:		1,068.66								
METROFIR Metro Fire										
35923, 35950	09/30/2009	1,487.98	0.00	10/20/2009	Helmets		-	No		0000
410-480-8000-45800 Other Equipment		182.39								
35923, 35950	09/30/2009	182.39	0.00	10/20/2009	Helmet fronts		-	No		0000
410-480-8000-45800 Other Equipment		1,670.37								
35923, 35950 Total:		1,670.37								
METROFIR Total:		1,670.37								
MFRA McCombs Frank Roos Assoc Inc.										
65672	09/01/2009	1,295.80	0.00	10/20/2009	Consulting Planner-Code Enforc		-	No		0000
101-410-1910-43150 Contract Services		1,295.80								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
	65672 Total:	1,295.80								
	MFRA Total:	1,295.80								
MILLEREX Miller Excavating, Inc.										
14395	09/30/2009	836.07	0.00	10/20/2009	Reid Park Gravel		-		No	0000
404-480-8000-45300	Improvements Other Than Bldgs									
14395	09/30/2009	450.00	0.00	10/20/2009	Grading Gravel Roads		-		No	0000
101-430-3120-43150	Contract Services									
	14395 Total:	1,286.07								
	MILLEREX Total:	1,286.07								
ONECALL One Call Concepts, Inc Gopher Stat										
9090620	09/30/2009	258.70	0.00	10/20/2009	Line Locates - September 2009		-		No	0000
101-430-3100-43150	Contract Services									
	9090620 Total:	258.70								
	ONECALL Total:	258.70								
PITNEYRE Reserve Account Pitney Bowes										
Reserve	09/21/2009	500.00	0.00	10/20/2009	Postage		-		No	0000
101-410-1320-43220	Postage									
	Reserve Total:	500.00								
	PITNEYRE Total:	500.00								
PRESS Press Steven										
10/6/2009	10/06/2009	58.88	0.00	10/20/2009	City Council Meeting 10/6/2009		-		No	0000
101-410-1320-43620	Cable Operation Expense									
	10/6/2009 Total:	58.88								
	PRESS Total:	58.88								
RIVRCOOP River Country Cooperative										
09/30/2009	09/30/2009	440.51	0.00	10/20/2009	Fuel		-		No	0000
101-420-2220-42120	Fuel, Oil and Fluids									
	09/30/2009 Total:	440.51								
	RIVRCOOP Total:	440.51								
ROSEFLOR Rose Floral & Greenhouse										
412013	08/29/2009	96.36	0.00	10/20/2009	Flowers funeral of retired FF J. Beers		-		No	0000
101-420-2220-44300	Miscellaneous									
	412013 Total:	96.36								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close POLine #
ROSEFLOR Total:		96.36								
RUD Prince-Rud Diane	10/14/2009	342.00	0.00	10/20/2009	Cleaning City Hall & Annex		-	No		0000
101-410-1940-44010	Repairs/Maint Contractual Bldg									
10/14/2009	10/14/2009	256.50	0.00	10/20/2009	Cleaning Fire Hall		-	No		0000
101-420-2220-44010	Repairs/Maint Bldg									
10/14/2009	10/14/2009	-38.50	0.00	10/20/2009	Use Tax		-	No		0000
101-000-0000-20201	Use Tax Payable									
	10/14/2009 Total:	560.00								
	RUD Total:	560.00								
S&T S&T Office Products, Inc.										
OINP3785	09/30/2009	29.05	0.00	10/20/2009	Office Supplies		-	No		0000
101-410-1320-42000	Office Supplies									
	OINP3785 Total:	29.05								
	S&T Total:	29.05								
SACHSJIM James Sachs										
Chk Req	09/30/2009	23.00	0.00	10/20/2009	Waste Water Recertification		-	No		0000
602-495-9450-44370	Conferences & Training									
	Chk Req Total:	23.00								
	SACHSJIM Total:	23.00								
SAMSCLUB Sam's Club										
004414	09/09/2009	742.80	0.00	10/20/2009	Fall Restival Roast and Concession		-	No		0000
204-450-5200-44300	Miscellaneous									
	004414 Total:	742.80								
10/01/2009	10/01/2009	20.58	0.00	10/20/2009	EMS Supplies for H1N1		-	No		0000
101-420-2220-42080	EMS Supplies									
10/01/2009	10/01/2009	5.24	0.00	10/20/2009	Station Supplies		-	No		0000
101-420-2220-44010	Repairs/Maint Bldg									
10/01/2009	10/01/2009	39.73	0.00	10/20/2009	Coffee maker		-	No		0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt									
10/01/2009	10/01/2009	7.32	0.00	10/20/2009	Cleaning Supplies related to H1N1		-	No		0000
101-420-2220-44300	Miscellaneous									
	10/01/2009 Total:	72.87								
	SAMSCLUB Total:	815.67								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
SCHWAAB Schwab, Inc.										
Y49997	10/02/2009	31.05	0.00	10/20/2009	Office Supplies - Notary C. Luczak		-		No	0000
-101-410-1320-42000	Office Supplies									
	Y49997 Total:	31.05								
SCHWAAB Total:		31.05								
STILLAGZ Stillwater Gazette										
283129 mberr	09/30/2009	400.00	0.00	10/20/2009	Fall Festival Acknowledgement Ad		-		No	0000
204-450-5200-44300	Miscellaneous									
	283129 mberr Total:	400.00								
STILLAGZ Total:		400.00								
SURPLUS Surplus Services										
CY0400	10/07/2009	21.00	0.00	10/20/2009	4 Cases hand sanitizer and floor mat		-		No	0000
101-430-3100-42150	Shop Materials									
CY0400	10/07/2009	7.00	0.00	10/20/2009	Pliers		-		No	0000
101-430-3100-42400	Small Tools & Minor Equipment									
	CY0400 Total:	28.00								
SURPLUS Total:		28.00								
TDS TDS METROCOM - LLC										
651-779-8882	10/13/2009	164.52	0.00	10/20/2009	Analog Lines - Fire		-		No	0000
101-420-2220-43210	Telephone									
651-779-8882	10/13/2009	155.36	0.00	10/20/2009	Analog Lines - Public Works		-		No	0000
101-430-3100-43210	Telephone									
651-779-8882	10/13/2009	104.13	0.00	10/20/2009	Analog Lines - Lift Station Alarms		-		No	0000
602-495-9450-43210	Telephone									
651-779-8882	10/13/2009	42.03	0.00	10/20/2009	Alarm Well House #2		-		No	0000
601-494-9400-43210	Telephone									
	651-779-8882 Total:	466.04								
TDS Total:		466.04								
TKDA TKDA, Inc.										
000200902968	10/14/2009	185.14	0.00	10/20/2009	Development - Whistling Valley III		-		No	0000
203-490-9070-43030	Engineering Services									
	000200902968 Total:	185.14								
000200902969	10/14/2009	92.57	0.00	10/20/2009	Tapestry at Charlotte Grove		-		No	0000
203-490-9070-43030	Engineering Services									
	000200902969 Total:	92.57								
000200902970	10/14/2009	1,138.63	0.00	10/20/2009	Lake Elmo Farms		-		No	0000
203-490-9070-43030	Engineering Services									
	000200902970 Total:	1,138.63								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
000200902971	10/14/2009	647.98	0.00	10/20/2009	Sanctuary		-	No		0000
203-490-9070-43030	Engineering Services									
	000200902971 Total:	647.98								
000200902972	10/14/2009	3,793.83	0.00	10/20/2009	SW Area Water Extension System		-	No		0000
601-494-9400-43030	Engineering Services									
	000200902972 Total:	3,793.83								
000200902973	10/14/2009	876.60	0.00	10/20/2009	Surface Water Mgmt Plan		-	No		0000
603-496-9500-43030	Engineering Services									
	000200902973 Total:	876.60								
000200902974	10/14/2009	2,897.44	0.00	10/20/2009	General Engineering		-	No		0000
101-410-1930-43030	Engineering Services									
	000200902974 Total:	2,897.44								
000200902975	10/14/2009	4,141.16	0.00	10/20/2009	General Engineering		-	No		0000
101-410-1910-43030	Engineering Services									
	000200902975 Total:	4,141.16								
000200902976	10/14/2009	7,038.60	0.00	10/20/2009	General Engineering - VRA		-	No		0000
409-480-8000-43030	Engineering Services									
	000200902976 Total:	7,038.60								
000200902977	10/14/2009	871.84	0.00	10/20/2009	General Engineering - VRA		-	No		0000
404-480-8000-43030	Engineering Services									
	000200902977 Total:	871.84								
000200902978	10/14/2009	3,782.63	0.00	10/20/2009	General Engineering - VRA		-	No		0000
603-496-9500-43030	Engineering Services									
	000200902978 Total:	3,782.63								
000200902979	10/14/2009	2,711.70	0.00	10/20/2009	General Engineering - VRA		-	No		0000
601-494-9400-43030	Engineering Services									
	000200902979 Total:	2,711.70								
000200902975	10/14/2009	509.12	0.00	10/20/2009	General Engineering - VRA		-	No		0000
602-495-9450-43030	Engineering Services									
	000200902975 Total:	509.12								
000200902976	10/14/2009	46.28	0.00	10/20/2009	General Engineering - VRA		-	No		0000
413-480-8000-43030	Engineering Services									
	000200902976 Total:	46.28								
000200902977	10/14/2009	7,921.57	0.00	10/20/2009	Lake Elmo Area Village Eng. Support		-	No		0000
409-480-8000-43030	Engineering Services									
	000200902977 Total:	7,921.57								
000200902978	10/14/2009	3,808.91	0.00	10/20/2009	2009 Cracking Sealing		-	No		0000
409-480-8000-43030	Engineering Services									
	000200902978 Total:	3,808.91								
000200902979	10/14/2009	71.99	0.00	10/20/2009	2009 Street Improvement - Final Design		-	No		0000
409-480-8000-43030	Engineering Services									
	000200902979 Total:	71.99								
000200902978	10/14/2009	20,762.25	0.00	10/20/2009	2009 Street Improvement - Final Design		-	No		0000
409-480-8000-43030	Engineering Services									
	000200902978 Total:	20,762.25								
	TKDA Total:	46,338.07								
VALLEYTR Valley Trophy Inc.										
39152	10/01/2009	7.50	0.00	10/20/2009	Update Department Plaque		-	No		0000
101-420-2220-44300	Miscellaneous									
	39152 Total:	7.50								
	VALLEYTR Total:	7.50								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
VANZANDT Van Zandt Distributing 3804 10/01/2009		476.78	0.00	10/20/2009	EMS Supplies for HINI Protection				No	0000
101-420-2220-42080 EMS Supplies		476.78								
	3804 Total:	476.78								
	VANZANDT Total:	476.78								
VISA-SL VISA										
10/26/2009	10/26/2009	31.59	0.00	10/20/2009	Survey Monkey.com				No	0000
101-410-1450-43180 Information Technology/Web		31.59								
	10/26/2009 Total:	31.59								
	VISA-SL Total:	31.59								
WASHCONS Washington Conservation Dist. 1699 09/30/2009		500.00	0.00	10/20/2009	3rd Qtr-Shared Educator Program				No	0000
603-496-9500-44370 Conferences & Training		500.00								
	1699 Total:	500.00								
	WASHCONS Total:	500.00								
XCEL Xcel Energy										
51-4504807-7	10/27/2009	53.26	0.00	10/20/2009	Lights at Legion Park				No	0000
101-450-5200-43810 Electric Utility		64.70	0.00	10/20/2009	Lift Station				No	0000
51-4504807-7	10/27/2009	31.58	0.00	10/20/2009	Traffic Lights				No	0000
602-495-9450-43810 Electric Utility		149.54	0.00	10/20/2009	Street Lights Jamley				No	0000
51-4504807-7	10/27/2009	27.76	0.00	10/20/2009	Fire Station 2				No	0000
101-430-3160-43810 Street Lighting		27.76	0.00	10/20/2009	City Hall				No	0000
	51-4504807-7 Total:	267.80	0.00	10/20/2009	Traffic Lights				No	0000
	51-4572945-7 Total:	267.80	0.00	10/20/2009	Tennis Courts				No	0000
51-4572945-7	10/27/2009	16.76	0.00	10/20/2009	Parks Bldg				No	0000
101-430-3160-43810 Street Lighting		42.10	0.00	10/20/2009						
	51-4572945-7 Total:	42.10	0.00	10/20/2009						
	51-4572945-7 Total:	42.10	0.00	10/20/2009						
51-4576456-3	10/27/2009	267.80	0.00	10/20/2009						
101-420-2220-43810 Electric Utility		267.80	0.00	10/20/2009						
	51-4576456-3 Total:	505.36	0.00	10/20/2009						
51-4580376-5	10/27/2009	29.22	0.00	10/20/2009						
101-430-3160-43810 Street Lighting		534.58	0.00	10/20/2009						
	51-4580376-5 Total:	16.76	0.00	10/20/2009						
51-4733556-8	10/27/2009	16.76	0.00	10/20/2009						
101-450-5200-43810 Electric Utility		42.10	0.00	10/20/2009						
	51-4733556-8 Total:	42.10	0.00	10/20/2009						
51-5044219-0	10/27/2009	42.10	0.00	10/20/2009						
101-450-5200-43810 Electric Utility		42.10	0.00	10/20/2009						
	51-5044219-0 Total:	42.10	0.00	10/20/2009						

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
51-5275289-3	10/27/2009	38.59	0.00	10/20/2009	Pebble Park		-	No		0000
101-450-5200-43810	Electric Utility									
	51-5275289-3 Total:	38.59								
51-5356323-8	10/27/2009	2,800.82	0.00	10/20/2009	Wells 1 & 2		-	No		0000
601-494-9400-43810	Electric Utility									
	51-5356323-8 Total:	2,800.82								
51-5522332-2	10/27/2009	39.85	0.00	10/20/2009	Traffic Lights Inwood		-	No		0000
101-430-3160-43810	Street Lighting									
	51-5522332-2 Total:	39.85								
51-5747685-4	10/27/2009	106.38	0.00	10/20/2009	Arts Center		-	No		0000
101-450-5200-43810	Electric Utility									
	51-5747685-4 Total:	106.38								
51-5916043-7	10/27/2009	16.32	0.00	10/20/2009	Lift Station		-	No		0000
602-495-9450-43810	Electric Utility									
	51-5916043-7 Total:	16.32								
51-6429583-8	10/27/2009	14.74	0.00	10/20/2009	Lift Station		-	No		0000
602-495-9450-43810	Electric Utility									
	51-6429583-8 Total:	14.74								
51-6433976-2	10/27/2009	241.75	0.00	10/20/2009	Fire Station 1		-	No		0000
101-420-2220-43810	Electric Utility									
	51-6433976-2 Total:	241.75								
51-6625457-1	10/27/2009	29.78	0.00	10/20/2009	Legion Park		-	No		0000
101-450-5200-43810	Electric Utility									
	51-6625457-1 Total:	29.78								
51-6736544-2	10/27/2009	1,843.10	0.00	10/20/2009	Street Lights		-	No		0000
101-430-3160-43810	Street Lighting									
	51-6736544-2 Total:	1,843.10								
51-6928283-3	10/27/2009	30.16	0.00	10/20/2009	Manning & Stillwater		-	No		0000
101-430-3160-43810	Street Lighting									
	51-6928283-3 Total:	30.16								
51-6956201-4	10/27/2009	58.07	0.00	10/20/2009	VFW Ballfield Lights		-	No		0000
101-450-5200-43810	Electric Utility									
	51-6956201-4 Total:	58.07								
51-7538112-1	10/27/2009	488.61	0.00	10/20/2009	Public Works		-	No		0000
101-430-3100-43810	Electric Utility									
	51-7538112-1 Total:	488.61								
51-8126093-5	10/27/2009	21.61	0.00	10/20/2009	Water Tower 2		-	No		0000
601-494-9400-43810	Electric Utility									
	51-8126093-5 Total:	21.61								
51-8711719-3	10/27/2009	10.57	0.00	10/20/2009	Speed Sign Hwy 5		-	No		0000
101-430-3160-43810	Street Lighting									
	51-8711719-3 Total:	10.57								
	XCEL Total:	6,778.89								

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO Line #
YOCUM Yocum Oil Company, Inc.										
178972	10/06/2009	482.06	0.00	10/20/2009	Bulk oil tanks (Jul, Aug, Sept)		-			0000
101-430-3100-44010	Repairs/Maint Bldg									No
	178972 Total:	482.06								
	YOCUM Total:	482.06								
	Report Total:	94,151.88								

AGENDA ITEM: Consider an application from Greg and Kathy Lohmer for a variance from the maximum impervious coverage ratio to permit the construction of an addition at 8199 Hill Trail North – R1 zoning – PID 09-029-21-23-0006

SUBMITTED BY: Kyle Klatt, Planning Director

THROUGH: Bruce A. Messelt, City Administrator *SM*

REVIEWED BY: Kelli Matzek, City Administrator

SUMMARY AND ACTION REQUESTED

The City Council is being asked to consider a request from Greg and Kathleen Lohmer for a variance to allow the construction of a 147 square foot addition and associated breezeway to the house at 8199 Hill Trail North that would add 112 square feet of additional impervious surface coverage to a lot that already exceeds the maximum of 25% coverage allowed under the R-1 Zoning District. The variance has been requested to allow an expansion and improvement of the primary structure on this site that would otherwise be limited to the existing footprint of the building.

For variance applications, the burden is on the applicant to demonstrate why this situation is unique and necessitates flexibility to code requirements. To make this case, a variance can only be granted by the city when strict enforcement of the code would cause undue hardship on a property owner. "Hardship" is broken down into the following three components:

- a. *The proposed use of the property and associated structures in question cannot be established under the conditions allowed by the city's zoning regulations and no other reasonable alternative use exists;*
- b. *The plight of the landowner is due to the physical conditions unique to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same zoning district; and*
- c. *The unique conditions of the site were not caused or accepted by the landowner after the effective date of the city's zoning regulations.*

In reviewing the request against the three criteria listed above, staff determined all criteria were met as strict adherence to the code would not permit any expansion of the building to increase the amount of usable space. The request is also deemed to be reasonable as the addition would have no impact on adjacent properties.

PLANNING COMMISSION REPORT:

The Planning Commission considered the applicants' request at its September 14, 2009 meeting and conducted a public hearing regarding this matter at that time. No one spoke at the hearing; however, one resident that lives across the street from the applicants informed staff that he supports the request as long as storm water drainage is not directed back to the street.

The Commission generally discussed the hardship as stated by the applicants and noted that the City has historically granted variances in instances when a homeowner was looking to bring a

house up to modern standards and had no other alternatives to complete such an improvement project. The Commission recommended approval of the request by a vote of eight to one (8:1).

ADDITIONAL INFORMATION:

- Valley Branch Watershed District does not require a permit for the proposed addition and did not state any concerns with the application as submitted.
- Staff is recommending the inclusion of two conditions if approved to require proper redirection of water away from any neighbors and to make sure that additional impervious surfaces are not added after the project is complete.

RECOMMENDATION:

The Planning Commission recommends approval of the proposed variance for Greg and Kathleen Lohmer, 8199 Hill Trail North, to allow the construction of a 147 square foot addition and related breezeway structure to the house at 8199 Hill Trail North that would add 112 square feet of additional impervious surface coverage to a lot that already exceeds the maximum of 25% coverage allowed under the R-1 Zoning District

ORDER OF BUSINESS:

- Introduction.....Bruce Messelt, City Administrator
- Report by staff Kyle Klatt, Planning Director
- Questions from the CouncilMayor & Council Members
- Questions/Comments from the applicant Mayor facilitates
- Questions/Comments from the public Mayor facilitates
- Call for a Motion
(required for further discussion; does not
imply approval of the motion Mayor facilitates
- Discussion Mayor facilitates
- Action on motion..... Council

ATTACHMENTS:

1. Resolution No.
2. Staff Report
3. Area Map
4. Application Form
5. Applicant's Narrative(1 page)
6. Certificate of Survey
7. Response from Valley Branch Watershed District

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

RESOLUTION NO. 2009-040

*A RESOLUTION APPROVING VARIANCE FROM THE MAXIMUM IMPERVOUS COVERAGE
RATIO IN AN R-1 ZONING DISTRICT TO ALLOW CONSTRUCTION OF AN ADDITION AT
8199 HILL TRAIL NORTH*

WHEREAS, the City of Lake Elmo is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, Greg and Kathleen Lohmer, 8199 Hill Trail North (the "Applicants") have submitted an application to the City of Lake Elmo (the "City") for a variance to allow the construction of a 147 square foot addition and associated breezeway that would add 112 square feet of additional impervious surface coverage to a lot that already exceeds the maximum coverage allowed under the R-1 Zoning District, a copy of which is on file with the City; and

WHEREAS, notice has been published, mailed and posted pursuant to the Lake Elmo Zoning Ordinance, Section 154.017; and

WHEREAS, the Lake Elmo Planning Commission held a public hearing on said matter on September 14, 2009; and

WHEREAS, the Lake Elmo Planning Commission has submitted its report and recommendation to the City Council as part of a Staff Memorandum dated October 6, 2009; and

WHEREAS, the City Council considered said matter at its October 6, 2009 meeting.

NOW, THEREFORE, based on the testimony elicited and information received, the Board of Adjustment makes the following:

FINDINGS

- 1) That the procedures for obtaining said Variance are found in the Lake Elmo Zoning Ordinance, Section 154.017.
- 2) That all the submission requirements of said 154.017 have been met by the Applicant.
- 3) That the proposed variance is to allow the construction of a 147 square foot addition and associated breezeway that would add 112 square feet of additional impervious surface

coverage to a lot that already exceeds the maximum of 25% coverage allowed under the R-1 Zoning District

- 4) That the Variance will be located on property legally described as Lot 6, Block 1, J.L. Cohn Subdivision, Washington Co., Minnesota.
- 5) The proposed addition cannot be established under the conditions allowed by the city's zoning regulations and no other reasonable alternative use exists. *The applicants cannot expand anywhere on the lot beyond the present footprint of the house without a variance, and have stated that it is not possible to accomplish modern upgrades to the house without a small addition beyond the present foundation. It is not feasible to remove existing walkways and steps that are built into a hillside to offset the increased impervious coverage. The addition could be built under the Shoreland Standards without a variance.*
- 6) The plight of the landowner is due to the physical conditions unique to the land and are not applicable to other lands, structures, or buildings in the same zoning district. The site is unique. *The applicants' parcel is smaller than many of the lots within the R-1 zoning district and has a triangular shape that further reduces the amount of buildable land compared to other properties in the area. The shape of the lot does not allow for further reductions in impervious coverage to offset the proposed increase.*
- 7) The unique conditions of the site were not caused or accepted by the landowner after the effective date of the city's zoning regulations. *The applicants' lot was created before the City's zoning regulations were adopted. The applicants have not made any improvements to the site that would alter their ability to build an addition that complies with the zoning regulations.*

CONCLUSIONS AND DECISION

Based on the foregoing, the Applicants' application for a Variance is granted.

Passed and duly adopted this 6th day of October 2009 by the City Council of the City of Lake Elmo, Minnesota.

Dean A. Johnston, Mayor

ATTEST:

Bruce Messelt, City Administrator

City of Lake Elmo Planning Department
Variance Review

To: City Council

From: Kyle Klatt, Director of Planning

Meeting Date: 10/6/09

Applicant: Greg and Kathleen Lohmer

Location: 8199 Hill Trail North

Current Zoning: R1 – One Family Residential

Introductory Information

Request: The applicant is seeking approval of variances to allow the expansion of a principle structure located at 8199 Hill Trail North. Specifically, a variance has been requested as follows:

- To permit an increase in the impervious coverage on the lot for a bathroom addition. The lot currently exceeds the maximum limit of 25% impervious surface coverage and the addition would increase the total impervious coverage on the site by 0.65% or 112 square feet.

Please note that the application as submitted to the City included a request for a variance to allow the construction of a deck at the rear of this property. After further review of the site survey, Staff determined that a variance would not be necessary to build a deck because the City's Shoreland Ordinance allows for an encroachment for decks up to a certain distance towards the Ordinary High Water Level (OHW) for structures that do not meet the required minimum setback from a water body.

Additionally, the applicant has noted that he intends to build a small breezeway from the new addition over to an existing covered passageway that does not show up on the attached plans. This breezeway would add a net of 28 more square feet to the impervious coverage calculations depicted on the survey, raising the total impervious coverage of the parcel to 33% (up from the current 32.4%). Staff has determined that this additional area does not represent a substantial deviation from the information that was submitted to the City as part of the application materials.

Background: The applicants' property is located within the J. L. Cohn Subdivision at the end of the peninsula between Lake Demontreville and Lake Olson along Hill Trail North. Their property backs up to Lake Olson, and has direct access to the cul-de-sac at the end of Hill Trail North. This lot is relatively small, even for the Tri-Lakes area, and at 17,092

square feet, and is well below the 1.5 acres minimum lot size that applies to properties zoned R-1 Single Family Residential. The lot is somewhat irregular in that it narrows down to a 20-foot wide opening at the cul-de-sac and fans out back towards the lake.

The proposed variance would allow the applicants to add an addition to the front of the existing home which, as stated in the request, would allow them to expand the size of their master bathroom. The addition would meet all applicable setbacks for this district, but would increase the overall impervious coverage on the site. There are two separate sections of the City Code that regulate impervious coverage for this lot as follows:

- R-1 District Regulations – 25%
- Shoreland District Overlay Zoning – 6,000 square feet or 15% of the lot area, whichever is larger.

Since the City Code dictates that the more restrictive standard applied when two regulations govern a site, the 25% impervious coverage limit applies to this site. According to the site survey, the current impervious surface coverage is 5,532 square feet, which includes the house, garage, driveways, walkways, and shed. Based on a total lot area of 17,091.6 square feet, the current coverage of the lot is 32.4%. The proposed addition would be built out over an existing sidewalk that would not be replaced, and would add a net amount of 112 square feet of additional impervious coverage to the lot (0.65% of the lot). Because the existing coverage already exceeds the maximum allowed under the ordinance, a variance is required in order to increase the property above the current amount.

Please note that the shoreland regulations, which are usually more restrictive than the underlying zoning district provisions, actually allows for greater impervious coverage on this lot. The Shoreland ordinance would allow up to 6,000 square feet of coverage, which is well over the applicant's total of 5,644 with the proposed addition.

The original application also included a variance request to allow a deck addition to encroach into the required set back from Lake Olson. The request was made in response to an initial review of the site using aerial imagery to determine the current structure setback. With the survey and accompanying detailed site information that has been submitted, Staff is now able to make a determination that a variance is not needed for the deck. This determination has been made based on the following:

- The Shoreland Ordinance allows a deck to be built without a variance for a structure not meeting the required setback from the OHW level. The deck encroachment cannot exceed 15% of the existing structure setback from the OHW level or encroach closer than 30 feet to this line, whichever is closer.

In this case, the applicants' house is set back 58.2 feet from the lake which would allow a deck to extend 8.73 feet closer to the OHW level. The site plan that has been submitted documents that the deck will extend 6.6 feet closer to the lake than the

building setback line.

**Applicable
Codes:**

Section 154.041 (C) R-1 Minimum District Requirements

Maximum impervious surface coverage of 25%.

Section 150.255 (G) Shoreland Standards. Subd 2 (a) Storm Water Management – Specific Standards.

Impervious surface coverage of lots must not exceed 6,000 S.F. or 15% of the lot area, whichever is larger

Section 150.256 (B) Subd. 2 (b) Additions/expansions to nonconforming structures.

(a) Additions/expansions. All additions or expansions to the outside dimensions of an existing nonconforming structure must meet the setback, height, and other requirements of § 150.255. Any deviation from these requirements must be authorized by a variance pursuant to § 150.253(B)(2).

(b) Decks. Deck additions may be allowed without a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria and standards are met.

1. The structure existed on the date the structure setbacks were established.
2. A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure.
3. The deck encroachment toward the ordinary high water level does not exceed 15% of the existing setback of the structure from the ordinary high water level or does not encroach closer than 30 feet, whichever is more restrictive.
4. The deck is constructed primarily of wood and is not roofed or screened.

Findings & General Site Overview

Site Data:	Existing Zoning – R-1 (One Family Residential)/Shoreland District
	Land Use Guidance – NC (Neighborhood Conservation District)
	Parcel size – 17,091.6 square feet (0.39 acres)
	Property Identification Number (PID): 09-29-21-23-0006

Application Review:

**Applicable
Code
Definitions:**

HARDSHIP. The proposed use of the property and associated structures in question cannot be established under the conditions allowed by the city's zoning regulations and no other reasonable alternative use exists; that the plight of the landowner is due to the physical conditions unique to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same zoning district; and that these unique conditions of the site were not caused or accepted by the landowner after the effective date of the city's zoning regulations.

VARIANCE. A modification of a specific permitted development standard required to allow an alternative development standard not stated as acceptable in the official control, but only as applied to a particular property for the purpose of alleviating a hardship as defined in Section 300.06, Subd. 3. Economic considerations along shall not constitute a hardship. [sic]

IMPERVIOUS SURFACE. Any structure or surface which interferes to any degree with the direct absorption of water into the ground, including but not limited to building footprints, sidewalks, paved or gravel driveways and parking areas, patios, sport courts, or any other similar surface. Decks, pervious landscaping fabric, engineering-approved paver systems, and retaining walls shall not be included as impervious surface.

**Variance
Review:**

The applicants have provided the Planning Commission with a statement describing some of the details regarding their property and some supporting information to state their case regarding the need for a variance. Their primary intention with the proposed expansion is to bring the house up to modern standards and make it more usable and convenient for them. The hardship in this case is related to the small size of the lot, which given the impervious coverage requirements, does not allow for any expansion of the house beyond the current foundation.

A review of the City's variance criteria follows, focusing on the information submitted by the applicants. By code, a variance can only be granted where the city finds the request can successfully address the three criteria as outlined below for the septic system.

1. *The proposed use of the property and associated structures in question cannot be established under the conditions allowed by the city's zoning regulations and no other reasonable alternative use exists;*

One of the key elements of this finding is that the property cannot be put to reasonable use under the zoning regulation, and that no alternative exists. In this case, one could argue that a bathroom addition/upgrade is not needed to provide for reasonable use of the property. On the other hand, if homeowners cannot accommodate modern upgrades to their homes, there may be little incentive to

improve a property that has limited (or no) expansion options.

In considering the alternatives to the proposed variance, the applicants could add a second story to their home without increasing the coverage on the lot; however, such an addition would have a significantly larger impact on the surrounding properties and on views from the lake. Because the variance is from a coverage requirement, the only way to accommodate any additions to the home would be to eliminate or remove some other impervious surfaces from the property to offset any increases. This reduction could be accomplished by removing some of the driveway or sidewalks on the property, but such a solution seems excessive given the small amount of area that would be added to the impervious coverage on the lot.

Unlike setbacks, lot width, or other requirements that are dimensional in nature, there is simply no other location on the site that could accommodate the proposed addition since no expansions would be permitted under the code.

It is also worth noting that the shoreland regulations would allow for the proposed expansion, which allows for smaller lots to exceed the impervious coverage standard for shoreland areas of 15%. A lot must exceed 40,000 square feet to before the 15% threshold would apply.

Staff finds the inability of the applicants to build any addition to the house without first incurring substantial expense and creating potential impacts with the removal of existing buildings or paving does constitute a hardship and that the proposed addition represents a reasonable use of the site. **This criteria is met.**

2. *The plight of the landowner is due to the physical conditions unique to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same zoning district;*

There is a fairly wide range of lot size found within the City's R-1 zoning district and the applicants parcel is at the smaller end of this range. At the minimum lot area allow by code for a lot of record, 0.9 acres, a property owner could cover 9800 square feet of such a lot. Many lots within the R-1 zoning district fall below this standard; however, the applicants' parcel is further unique because of its triangular shape. The shape of the lot does not provide for alternatives that could further reduce the amount of driveway or other impervious space (for instance, by reorienting the approach to the garage). **This criteria is met.**

3. *The unique conditions of the site were not caused or accepted by the landowner after the effective date of the city's zoning regulations.*

The physical layout of the platted lot and the topography on the lot were not created by the landowner. The City's impervious coverage requirements were likely adopted sometime after the home was built. **Staff finds this criteria is also satisfied.**

Variance Conclusions: Based on our analysis of the review criteria in City Code, staff recommends **approval of the impervious surface coverage request** for 8199 Hill Trail North.

Resident Concerns: The Planning Commission conducted a public hearing at its September 14, 2009 meeting to consider testimony from neighboring property owners. No one spoke at the public hearing and staff did receive a verbal statement in support of the request provided no drainage from the new addition was directed back to the street.

Additional Information: Valley Branch Watershed has provided a statement that it does not require a permit for the activity proposed a part of the variance request. Staff has not received any correspondence from the Minnesota Department of Natural Resources concerning this application.

Planning Commission Rec. The Planning Commission recommended approval of the application by a vote of eight to one (8:1).

Conclusion

The applicants are seeking approval of a variance to allow the construction of a 147 square foot addition and related breezeway to their house that would add 112 square feet of additional impervious surface coverage to a lot that already exceeds the maximum of 25% coverage allowed under the R-1 Zoning District.

Staff Recommendation: **Staff is recommending approval of the requested variance with the following conditions:**

1. The applicant shall provide for proper management of storm water away from the new addition and shall not direct this water on to any neighboring property.
2. No new sidewalks or other pathways may be installed on the site to accommodate for the sidewalks impacted by the new construction. Any new sidewalk must be offset by the removal of the same area of existing impervious surfaces.

Denial Motion Template: To deny the requested variances, you may use the following motion as a guide:

Move to recommend denial of the variance application for 8199 Hill Trail North based on the following findings: (cite your own findings)

Approval Motion Template (as recommended) To approve the requested variances as recommended by staff, you may use the following motion as a guide:

Move to recommend approval of a variance to allow the construction of a 147

by staff): **square foot addition to the house at 8199 Hill Trail North that would add 112 square feet of additional impervious surface coverage to a lot that already exceeds the maximum of 25% coverage allowed under the R-1 Zoning District based on the findings listed in the staff report and as articulated tonight, subject to the conditions recommended by staff. (use staff's findings provided above or cite your own)**

Conditions:

1. The applicant shall provide for proper management of storm water away from the new addition and shall not direct this water on to any neighboring property.
2. No new sidewalks or other pathways may be installed on the site to accommodate for the sidewalks impacted by the new construction. Any new sidewalk must be offset by the removal of the same area of existing impervious surfaces.

cc: Greg and Kathleen Lohmer, 8199 Hill Trail North

NOTE: PARCELS ARE UNDER WATER PER 2000 AERIAL PHOTO

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OLSON LAKE
MINN DNR DIV OF WATERS
PROTECTED WATERS AREA 82-109

LAKE

LOCATION MAP

Legend

General Annotation

Dimensions

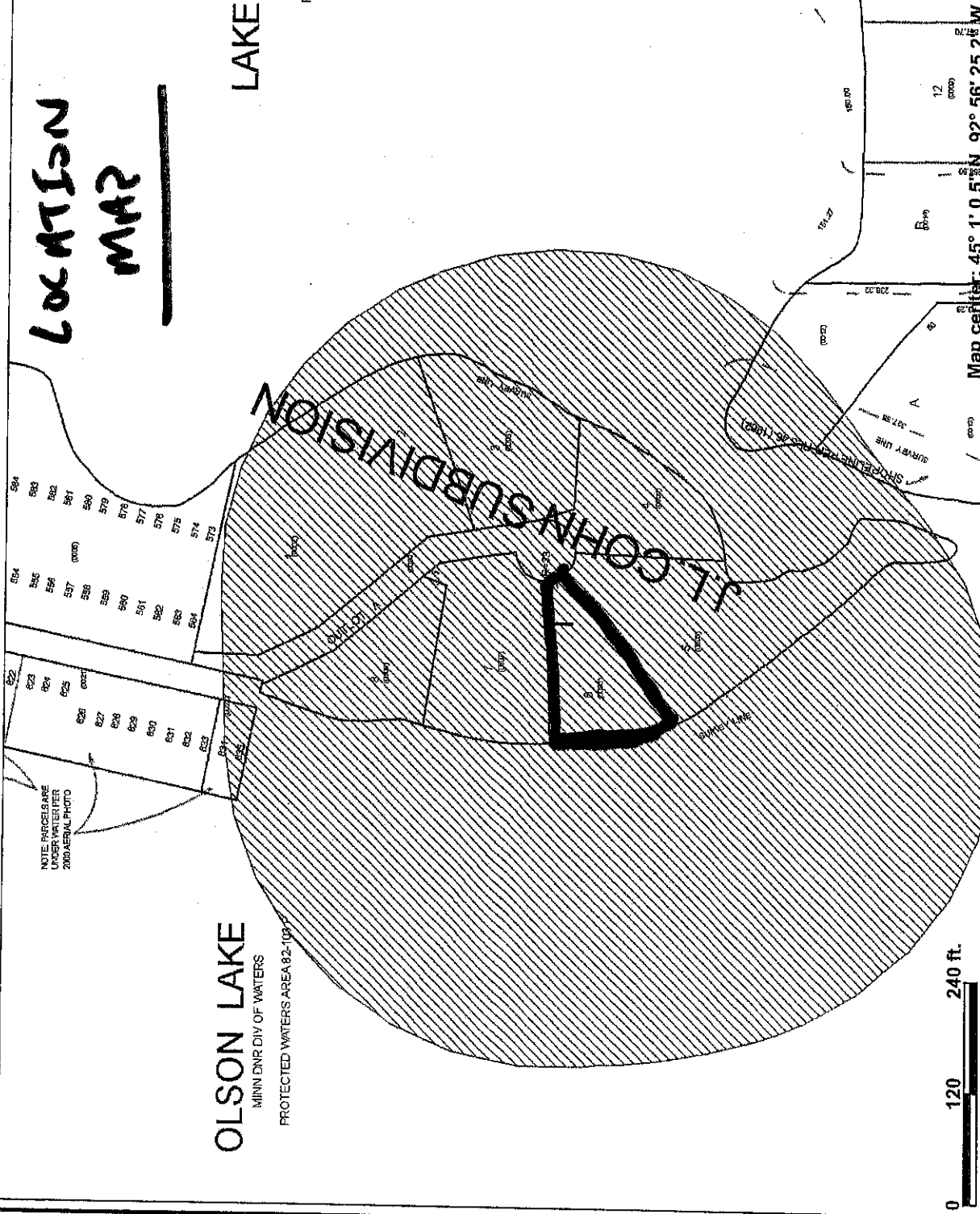
leader

parcels

Municipal Boundaries



Scale: 1:2,000



This drawing is the result of a compilation and reproduction of land records as they appear in various Washington County offices. The drawing should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

City of Lake Elmo DEVELOPMENT APPLICATION FORM

- Comprehensive Plan Amendment
- Variance * (See below)
- Residential Subdivision Preliminary/Final Plat
 - 01 - 10 Lots
 - 11 - 20 Lots
 - 21 Lots or More
- Zoning District Amendment
- Minor Subdivision
- Excavating & Grading Permit
- Text Amendment
- Lot Line Adjustment
- Appeal
- Flood Plain C.U.P. Conditional Use Permit
- Residential Subdivision Sketch/Concept Plan
- PUD
- Conditional Use Permit (C.U.P.)
- Site & Building Plan Review

APPLICANT: Gregory L. Lehner 8199 Hill Tr. N. Lake Elmo, MN 55042
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-777-7565 651-487-1105 651-485-0710 651-489-3674
(Home) (Work) (Mobile) (Fax)

FEE OWNER: Same
(Name) (Mailing Address) (Zip)

TELEPHONES: _____
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description): 8199 Hill Trail N.
Lake Elmo, MN 55042
JL Cohn Subdivision Lot 6 Block 1

DETAILED REASON FOR REQUEST: We would like to add a deck on the west side of our home and expand our master bathroom on the east side of our home as outlined in the additional info.

*VARIANCE REQUESTS: As outlined in Section 301.060 C. of the Lake Elmo Municipal Code, the Applicant must demonstrate a hardship before a variance can be granted. The hardship related to this application is as follows:
The house is 37 years old and we would like to update and renovate the house to make it more useable and convenient. The bathroom area is too small for updated bath, shower, etc. and deck's foundation would need to be busted through current patio.

In signing this application, I hereby acknowledge that I have read and fully understand the applicable provisions of the Zoning and Subdivision Ordinances and current administrative procedures. I further acknowledge the fee explanation as outlined in the application procedures and hereby agree to pay all statements received from the City pertaining to additional application expense.

Gregory L. Lehner 8/2/09
Signature of Applicant Date

Dalton M. John 8/2/09
Signature of Applicant Date

2. a) Property is owned jointly by Gregory L. and Kathleen M. Lohmer.

b) Legal description of property:

JL Cohn Subdivision Lot 6 Block 1

Property ID: R09.029.21.23.006

Parcel Size: 0.33 acres (18,161 sq. ft.)

Existing Use: Residential

Current Zoning: R1 Single-Family

c) Section 154.041 R1 Single-Family District Standard – Maximum 25% Impervious
Section 150.255 Setback to Ordinary High Water Mark – Shoreland Standard

d.1) Increase master bathroom by expanding out to the east. Impervious will increase from about 30.5% to 30.9%. Code only allows for 25% Impervious.

d.2) Add deck to the west side of the house – too close to Ordinary High Water Mark. It appears code allows 5.25 feet beyond the structure wall closest to OHWL*. Request for additional two feet so foundation wouldn't have to bust up existing patio.

* - See email from Kyle Klatt.

e) Had an onsite meeting with Kyle Klatt and discussed proposed remodeling. I mentioned neighbors who had decks and a three-season porch that were much closer than my proposal. He was going to further review file and propose proper course of action. Stated probable exclusion of variance for deck – see*, but would need variance for additional two feet and variance for the bathroom due to exceeding current code of 25% impervious. He also recommended a certified survey be completed.

f) The house is 37 years old and the goal is to update and renovate to bring house up to current standards to make it more usable and convenient. There is a need to update bath and shower and the current bathroom lacks sufficient room. The deck will provide a natural flow from the kitchen to the porch to the deck.

g) I was told the current rules and regulations were put in force after the house was built.

h) It is well known that the neighborhood's overall character is quite unique. However, essentially all homes in the cul-de-sac have been upgraded and modernized and my proposed update would be comparable. I don't see any detrimental effects (Scenic views, etc.) to the neighbors.

Kelli Matzek

From: John Hanson [JHanson@barr.com]
Sent: Tuesday, September 01, 2009 11:19 AM
To: Kelli Matzek
Subject: 8199 Hill Trail North Variance Request

Kelli:

As we discussed on the phone today, the proposed deck and master bathroom expansion at 8199 Hill Trail North does not require a Valley Branch Watershed District permit. The proposal will add less than 6,000 square feet of impervious surfaces and will be well above the 100-year flood level of Lake Olson.

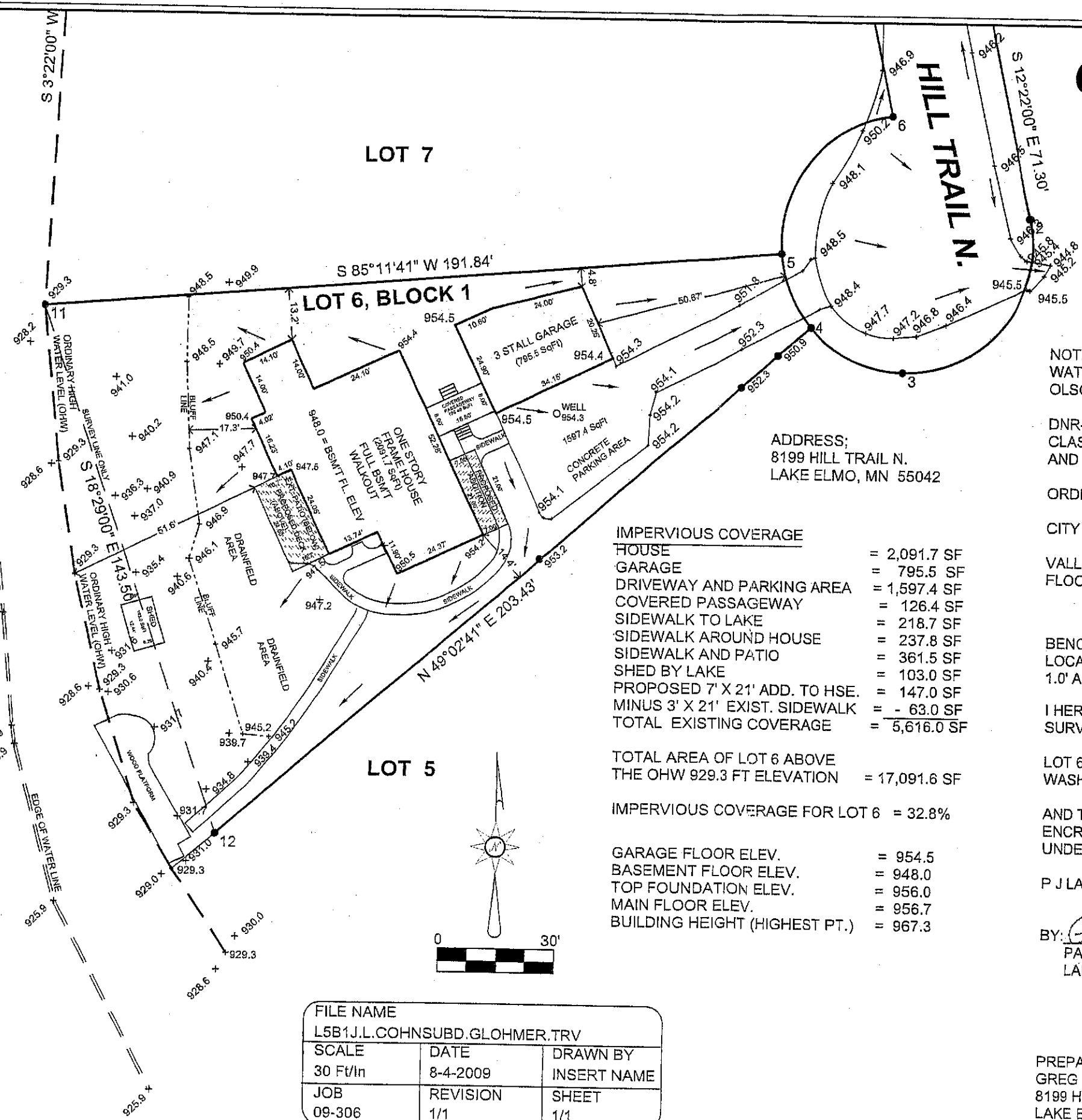
John

John P. Hanson, P.E.
Barr Engineering Company
Engineers for the Valley Branch Watershed District
4700 West 77th Street
Minneapolis, MN 55435-4803

952.832.2622 phone
952.832.2601 fax
651.748.4230 VBWD project office

CERTIFICATE OF SURVEY

LAKE OLSON
 WATER SURFACE ELEVATION
 OLSON LAKE ON 7-23-2009 = 925.9 FEET



ADDRESS;
 8199 HILL TRAIL N.
 LAKE ELMO, MN 55042

IMPERVIOUS COVERAGE

HOUSE	= 2,091.7 SF
GARAGE	= 795.5 SF
DRIVEWAY AND PARKING AREA	= 1,597.4 SF
COVERED PASSAGEWAY	= 126.4 SF
SIDEWALK TO LAKE	= 218.7 SF
SIDEWALK AROUND HOUSE	= 237.8 SF
SIDEWALK AND PATIO	= 361.5 SF
SHED BY LAKE	= 103.0 SF
PROPOSED 7' X 21' ADD. TO HSE.	= 147.0 SF
MINUS 3' X 21' EXIST. SIDEWALK	= - 63.0 SF
TOTAL EXISTING COVERAGE	= 5,616.0 SF

TOTAL AREA OF LOT 6 ABOVE
 THE OHW 929.3 FT ELEVATION = 17,091.6 SF

IMPERVIOUS COVERAGE FOR LOT 6 = 32.8%

GARAGE FLOOR ELEV.	= 954.5
BASEMENT FLOOR ELEV.	= 948.0
TOP FOUNDATION ELEV.	= 956.0
MAIN FLOOR ELEV.	= 956.7
BUILDING HEIGHT (HIGHEST PT.)	= 967.3

NOTES;
 WATER SURFACE ELEVATION
 OLSON LAKE ON 7-23-2009 = 925.9 FEET

DNR-(DIVISION OF WATERS) LAKE IDENTIFICATION NUMBER 82-103
 CLASSIFIED AS RECREATIONAL DEVELOPMENT
 AND AS PROTECTED WATERS

ORDINARY HIGH WATER (OHW) ELEVATION = 929.3 FEET

CITY OF LAKE ELMO 100 YEAR FLOOD ELEVATION = 931.0 FEET

VALLEY BRANCH WATERSHED DISTRICT 100 YEAR
 FLOOD ELEVATION = 931.5 FEET

BENCH MARK: SPIKE IN WEST FACE OF TRANSFORMER POWER POLE
 LOCATED NEAR THE N E CORNER OF LOT 5, BLOCK 1, J. L. COHN SUBD.,
 1.0' ABOVE GROUND. ELEVATION = 947.59 FT. NGVD 1929 DATUM

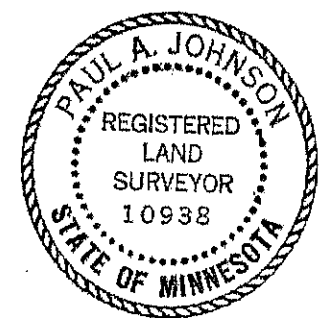
I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT REPRESENTATION OF A
 SURVEY OF THE BOUNDARIES OF:

LOT 6, BLOCK 1, J. L. COHN SUBDIVISION, ACCORDING TO THE RECORDED PLAT,
 WASHINGTON COUNTY, MINNESOTA

AND THE LOCATION OF ALL BUILDINGS, IF ANY, THEREON, AND ALL VISIBLE
 ENCROACHMENTS, IF ANY, FROM OR ON SAID LAND, AS SURVEYED BY ME OR
 UNDER MY DIREST SUPERVISION THIS 4TH DAY OF AUGUST, 2009

P J LAND SURVEYING, LLC

BY: *Paul A. Johnson*
 PAUL A. JOHNSON
 LAND SURVEYOR, MINN. LIC. NO. 10938




PREPARED FOR:
 GREG AND KATHY LOHMER
 8199 HILL TRAIL N.
 LAKE ELMO, MN 55042
 651-777-7565

PREPARED BY
 P J LAND SURVEYING, LLC
 12510 MCKUSICK ROAD NORTH
 STILLWATER, MN 55082
 651-303-0025

FILE NAME		
L5B1J.L.COHN SUBD.GLOHMER.TRV		
SCALE	DATE	DRAWN BY
30 Ft/In	8-4-2009	INSERT NAME
JOB	REVISION	SHEET
09-306	1/1	1/1

*This map drawn with TRAVERSE PC, Software

City Council
Date: 10/20/09
REGULAR
Item: 4
MOTION:

AGENDA ITEM: Public Hearing Tablyn Park Improvement
SUBMITTED BY: Tom Bouthilet, Finance Director
THROUGH: Bruce A Messelt, City Administrator 
REVIEWED BY: Dave Snyder, City Attorney

SUMMARY AND ACTION REQUESTED: Pursuant to Minnesota Statutes, Sections 429.011 to 429.111 the Public Improvement to the Tablyn Park Entrance has been noticed for October 20, 2009 at 7:00 PM to consider improvements to the Tablyn Park Entrance.

BACKGROUND: The City Council adopting Resolution No. 2009-039 at its October 6, 2009 meeting. This resolution authorized the issuance and award of sale for the payment of \$575,000 General Obligation Improvement Bonds, Series 2009B. The resolution was contingent on the completion of the 429 proceeding which is the inclusion of the Tablyn Park portion of the project.

ADDITIONAL INFORMATION: The City Council originally conducted a 429 Public Hearing on April 7 for the 2009 street improvements. Subsequently, it was determined that the City would benefit by including the Tablyn Park improvements with the 2009 Street Improvements. Due to favorable interest rates, staff also recommended inclusion of the Tablyn Park Entrance to the Bond issue.

RECOMMENDATION: Staff recommends that the Council adopt the Resolution 2009-041 consolidating and Ordering Improvements.

MOTION FOR CONSIDERATION: Move to adopt Resolution 2009-041, Consolidating and ordering Improvements of Tablyn Park entrance and parking lot.

ATTACHMENTS: Resolution No. 2009-041
Public Hearing Notice

ORDER OF BUSINESS:

- Introduction
- Report by
- Questions from City Council
- Open Public Hearing
- Close Public Hearing
- Action on motion

Bruce Messelt, City Administrator
Tom Bouthilet, Finance Director
Mayor facilitates
Mayor facilitates
Mayor Facilitates
City Council

Councilmember _____ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____:

City of Lake Elmo

Washington County, Minnesota

RESOLUTION NO. 2009-041

A RESOLUTION CONSOLIDATING AND ORDERING IMPROVEMENTS

BE IT RESOLVED by the City Council of the City of Lake Elmo, Minnesota (the City), as follows:

1. The City has, pursuant to Minnesota Statutes, Chapter 429, undertaken certain improvements collectively designated the "2009 Street Improvements," and by resolution adopted on April 7, 2009, has ordered the 2009 Street Improvements.

2. The City has previously received a report dated August 18, 2009, with respect to certain improvements described as the 2009 Street Improvement and Reconstruction of the entry and parking lot at Tablyn Park. The Tablyn Park Improvements are deemed necessary, cost effective and feasible, as further detailed in the Report.

3. The City has, on the date hereof, held a public hearing with respect to the Tablyn Park Improvements, pursuant to duly published notice.

4. The City finds that the 2009 Street Improvements and the Tablyn Park Improvements could be more economically completed if consolidated and joined as one project. The City proposes to finance the 2009 Street Improvements and the Tablyn Park Improvements by the issuance of its General Obligation Improvement Bonds, Series 2009B. The Tablyn Park Improvements are hereby ordered, and the 2009 Street Improvements and Tablyn Park Improvements are hereby consolidated pursuant to Minnesota Statutes, Section 435.56.

ADOPTED by the Lake Elmo City Council on October 20, 2009.

Dean A. Johnston, Mayor

Attest:

Bruce A. Messelt, City Administrator

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

**CITY OF LAKE ELMO
3800 LAVERNE AVE N
LAKE ELMO, MINNESOTA
55042-9629**

**NOTICE OF PUBLIC HEARING
ON IMPROVEMENTS TO
TABLYN PARK**

**ENTRANCE AND PARKING LOT
NOTICE IS HEREBY GIVEN** that a public hearing shall be conducted by the City Council of the City of Lake Elmo, Minnesota (the "City") at the City Hall, 3800 Laverne Avenue North, on October 20, 2009, at 7:00 p.m. on a proposal that the City undertake the following improvements pursuant to Minnesota Statutes Chapter 429:

The improvement of the Tablyn Park entrance drive and parking lot. The improvements will consist of the reconstruction of the entry and parking lot at Tablyn Park. The estimated cost of the improvements is expected to be \$64,495. No special assessments are proposed with respect to the improvements.


Such persons who desire to be heard with reference to the proposed improvements will be heard at this meeting, or may submit written comments with the City Administrator prior to the date of the hearing set forth above.

Dated: September 25, 2009.

By/s/ Craig W. Dawson
Interim City Administrator
City of Lake Elmo
(Oakdale-Lake Elmo Review: Oct. 7, 14, 2009)

City Council
Date: October 20, 2009
REGULAR
Item: 5
Motion

AGENDA ITEM: Authorization to Proceed on the Feasibility Report for the 2010 Street and Water Quality Improvements

THROUGH: Bruce A. Messelt, City Administrator 

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Ryan Stempksi, Assistant City Engineer
Mike Bouthilet, Public Works Superintendent
Tom Bouthilet, Finance Director

SUMMARY AND ACTION REQUESTED: In accordance with the approved 2009-2013 Street Capital Improvement Program (CIP), the City Council is being asked to proceed with the first step to implement the 2010 Street Improvements, which is to authorize the preparation of a Feasibility Report. The preparation of a feasibility report is required as part of the statutory process for public improvements that are specially assessed, and must be completed before the City Council can take action to order an improvement.

BACKGROUND: The 2009-2013 Street Capital Improvement Program (CIP) was adopted by the City Council on February 17, 2009. Also in 2009, the Council indicated a desire to revisit sometime in the future the City's current assessment policy and practices. It is anticipated that this item will be scheduled for an upcoming workshop as part of preparing for implementation of the 2010 Street Capital Improvement Program (CIP).

ADDITIONAL INFORMATION: The 2010 Street Improvements include the following street segments (see attached CIP map):

57th Street North from 55th Street to Julep Way
53rd Street North from east side of Foxfire Addition to Keats Avenue North
Isle Avenue North from Jamaca Avenue North to South End
Jane Road North from Jamaca Avenue North to West End

The study will Report on the feasibility of the improvements and the estimated project costs to reclaim each street segment. The Report will also provide a proposed assessment amount for each benefitting property consistent with the 2009 Street Improvement's assessment methodology.

The approved 2009-2013 Street CIP also identifies the improvement of 28th Street from a gravel roadway to a paved bituminous roadway. It is staff's recommendation to remove the proposed 28th Street Improvements from the 2010 Street program until staff and Council can further investigate and determine the appropriate improvement process and assessment methodology for residential local gravel roadways. Of note, this investigation will also aid in preparation of scheduled improvements to the gravel portion of 50th Street.

Staff is also recommending that the 2010 Street Improvements incorporate the investigation of water quality improvement opportunities, by replicating the 2009 Street Improvement's Rain Garden Program. Therefore the scope of the 2010 Street and Water Quality Improvements Feasibility Report includes the identification of potential rainwater garden sites together with the estimated costs for these amenities, and a completed Valley Branch Watershed District (VBWD) Community Grant application. Staff anticipates continued collaboration on the implementation of the rainwater garden program through the VBWD and Washington County Conservation District.

FINANCIAL/BUDGETARY CONSIDERATIONS: A proposed schedule of the 2010 Improvement project is attached. In order to be in a position to accept bids in early spring and potentially gain optimal bidding competitiveness, it is necessary to begin the feasibility report at this time. However, it should be noted that the recommended action tonight does not bind the City Council to actually undertake the scheduled road improvements. Final decision on such improvements will be brought before Council at a later date.

Preparation of the Feasibility Report is anticipated to cost \$13,500. There are sufficient funds within the City's CIP to undertake this project at this time. Should Council ultimately authorize and bond for these projects, this cost will be included in the overall project budget and the CIP will be reimbursed for this expense at that time.

RECOMMENDATION: Staff recommends that the Council authorize TKDA to prepare the feasibility report for the 2010 Street and Water Quality Improvements in the amount of \$13,500.

Alternatively, Council can forgo this action at this time and wait until a later date to direct preparation of the feasibility report, as was done in 2009. The downside to such delay is the negative impact this may have on the design, bidding, construction schedule and competitive pricing of the proposed 2010 road improvements.

SUGGESTED MOTION FOR CONSIDERATION: *Move to authorize TKDA to prepare the feasibility report for the 2010 Street and Water Quality Improvements in the amount of \$13,500.*

ATTACHMENTS:

- Proposed 2009-2013 Street Capital Improvement Program Map
- Authorization of 2010 Street and Water Quality Improvements
- 2010 Street and Water Quality Improvements Proposed Project Schedule

ORDER OF BUSINESS:

- | | |
|--------------------------------------|-----------------------------------|
| • Introduction | Bruce Messelt, City Administrator |
| • Report by staff or other presenter | Jack Griffin, City Engineer |
| • Questions from City Council | Facilitated by Mayor |
| • Questions/comments from the public | Facilitated by Mayor |
| • Action on motion | |

CITY OF LAKE ELMO, MINNESOTA

AUTHORIZATION FOR PROFESSIONAL SERVICES

TO: Toltz, King, Duvall, Anderson
and Associates, Incorporated
444 Cedar Street, Suite 1500
St. Paul, Minnesota 55101

Pursuant to our General Agreement dated February 2, 1988, you are hereby authorized to proceed with the professional services described as follows.

2010 STREET AND WATER QUALITY IMPROVEMENTS

I. PROJECT DESCRIPTION

This project includes the preparation of a Feasibility Report for the 2010 Street and Water Quality Improvements including the following street segments:

57th Street North from 55th Street to Julep Way
53rd Street North from east side of Foxfire Addition to Keats Avenue North
Isle Avenue North from Jamaca Avenue North to South End
Jane Road North from Jamaca Avenue North to West End

Engineering Services will be provided for the preparation of a Feasibility Report. The study will include a brief review of the costs to reconstruct and or reclaim each street segment and to review for opportunities to improve drainage as part of the improvements. The Report will further investigate the opportunity to incorporate rainwater gardens to improve water quality as part of the overall project, including the identification of potential rainwater garden sites together with the estimated costs for these amenities, and a completed Valley Branch Watershed District (VBWD) Community grant application. There are no sanitary sewer or watermain facilities within the proposed project area.

The Feasibility Report will be prepared as a desktop survey using existing mapping information available from the CITY and Washington County, and from conducting a windshield survey of the study area. A resident meeting will be held to solicit feedback on the proposed improvements. Cost estimates will be preliminary, but compiled in sufficient detail to determine economic viability of the recommended improvements, and to determine the preliminary assessments that would be attributed to the benefiting properties. The scope of the Report does not include a detailed field survey, however it is recommended that a geotechnical investigation be authorized under a separate contract to obtain soil borings and recommendations on the required street pavement sections required for the underlying soils.

II. SERVICES TO BE PROVIDED BY TKDA

TKDA is requested to provide the following services:

- A. Consult with the CITY to clarify and define the requirements for the Project. Review available data and be available for general consultation.
- B. Advise the CITY as to the necessity of the CITY providing or obtaining from others data or services pertinent to the Project and request the CITY to obtain such data and services.
- C. Identify and analyze requirements of governmental authorities having jurisdiction to approve/permit the design of the Project and participate in consultations with such authorities.
- D. Provide analysis of the CITY'S needs, planning surveys, site evaluations, and comparative studies of prospective sites and solutions.
- E. Determine the extent of street improvements that are required for the project, whether a reclaim or reconstruction is better suited for the existing conditions of the streets. Complete a preliminary estimate of cost for the recommended improvements.
- F. Briefly investigate the drainage and utility improvements that may need to be repaired and or installed as part of a street reconstruction project. Complete a preliminary estimate of cost for the recommended improvements.
- G. Investigate the opportunity to incorporate rainwater gardens as part of the overall project, including the identification of potential rainwater garden sites, the preparation of a preliminary estimate of cost for the rainwater gardens, and a tabulated list of the property owners and contact information for these sites, including parcel ID.
- H. Provide a general economic analysis of the CITY'S requirements applicable to various alternatives.
- I. Using the CITY's current assessment policy, the existing property map information available at City Hall, and the above estimated cost data, roughly determine a range of probable assessments that would be applicable to the benefiting properties.
- J. Prepare a Feasibility Report in sufficient detail to determine if the Project is cost-effective and feasible. The report will consist of exhibits and schematic layouts, conceptual design criteria, preliminary estimate of Project cost, and identification of typical financial impact to benefiting properties/users, conclusions, and recommendations.
- K. Present the Feasibility Report to the City Council.
- L. At the City Council's direction, coordinate and conduct a Resident Informational Meeting to present the findings and recommendations to the impacted properties, to receive public input regarding the project, and to determine the level of support for the improvements. Report the meeting results back to the City Council at the public hearing.

- M. Prepare and submit a VBWD Community grant application requesting funding assistance for the incorporation of rainwater gardens for the project. Attend one VBWD Board meeting in support of the application.
- N. Furnish 10 copies of the Feasibility Report to the CITY.
- O. Present the Feasibility Report at the public hearing for the Project.
- P. Services include up to a total of three meetings and/or public presentations with the CITY'S representatives or residents.

III. ADDITIONAL SERVICES

If authorized by the CITY, furnish or obtain from others Additional Services of the types listed below which are not considered as normal or customary services. Additional Services shall be compensated for on an Hourly Rate basis as defined in our General Agreement, Article 3, a part hereof, and such compensation shall be over and above any maximums or Lump Sum amounts set forth in this Authorization.

- A. Obtain detailed topographic surveys and prepare a detailed topographic base map of the site for design purposes.
- B. Registered land or right-of-way surveys, property surveys or locating property corners; right-of-way mapping; plats; legal descriptions; land appraisals, negotiations, and/or related services.
- C. Investigations of existing conditions or facilities or to make measured drawings thereof, or to verify the accuracy of drawings or other information furnished by the CITY.
- D. Environmental studies, wetland delineations, and wetland surveys.
- E. Soil borings and laboratory tests; field and/or other geotechnical investigations.
- F. Expenses associated with public hearing(s) including meeting place, hearing officer, court reporter, typing of transcript, and publication of public notices.
- G. Publication and mailing expenses associated with public notifications, including the tabulation of property owner's mailing addresses.
- H. Assistance in obtaining financing for the Project; detailed quantity surveys of material, equipment, and labor.
- I. Responding to and meeting with property owner's to answer individual inquiries regarding the project and the proposed improvements, outside of the normal public participation process or to re-iterate information that has already been made public.
- J. Individual or group property owner meetings in addition to those identified above, to provide public education and to promote the benefits and participation in the rainwater garden program.

- K. Services resulting from significant changes in extent and scope of the project or its design including, but not limited to, changes in size, complexity, CITY'S schedule, or character of construction or methods of financing; and revising previously accepted studies, reports when such revisions are due to causes beyond TKDA'S control.

IV. OWNER'S RESPONSIBILITIES

The OWNER'S responsibilities shall be as set forth in Article 8 of the General Provisions and as further described or clarified hereinbelow:

- A. Designate one individual to act as the OWNER'S representative with respect to the work to be performed, and such person shall have complete authority to transmit instructions, receive information, interpret and define policies, and make decisions with respect to critical elements pertinent to the Project.
- B. Provide TKDA with access to the site as required to perform services listed in SECTION II above.
- C. Obtain and provide data and analysis, mapping, record drawings, parcel data, property owner information and property addresses for the project area, as requested by TKDA.
- D. Provide reviews of materials furnished by TKDA in a reasonable and prompt manner so that the Project schedule can be maintained.

IV. PERIOD OF SERVICE

TKDA shall commence services promptly upon receipt of the signed Authorization, and complete and distribute the Feasibility Report within 60 days.

V. COMPENSATION

Compensation to TKDA for services provided under SECTION II of this Authorization shall be on a Lump Sum basis as defined in Agreement Article 3 in the amount of \$13,500.

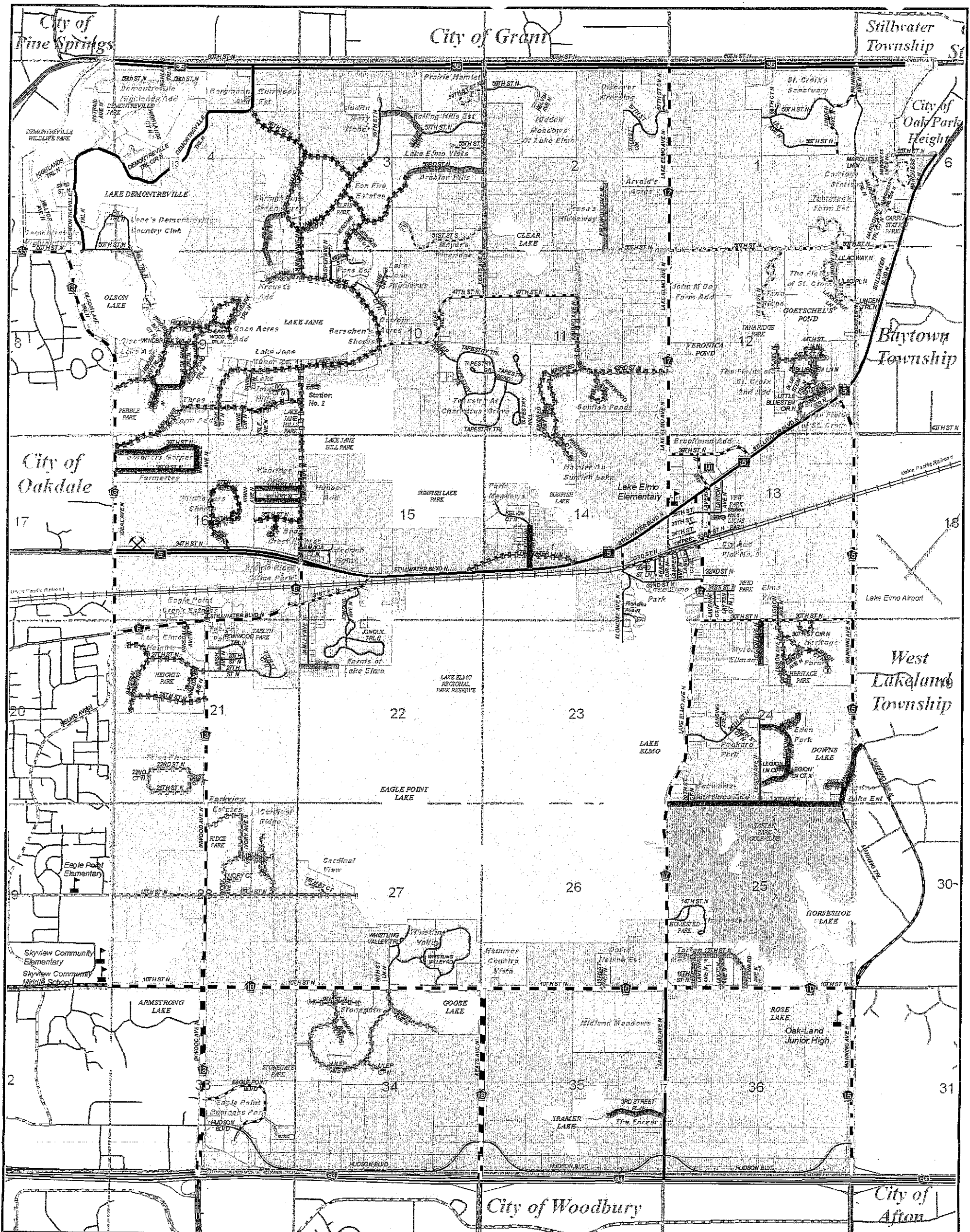
Approved at a _____ meeting of the _____ on _____, 2009.

By _____ Attest _____

Consultant Acceptance by _____, _____, 2009.
Authorized TKDA Representative

**CITY OF LAKE ELMO
2010 STREET AND WATER QUALITY IMPROVEMENTS
PROPOSED PROJECT SCHEDULE**

October 20, 2009	Council orders TKDA to prepare a Feasibility Report
December 15, 2009	Presentation of Feasibility Reports for project area. Council passes resolution receiving Report and calling for Hearing on Improvements to be held January 19, 2010
<i>January, 2010</i>	<i>Optional – Resident workshop meetings held to review preliminary Report findings.</i>
January 19, 2010	Public Improvement Hearings for project area. Council passes resolution ordering Improvement and preparation of Plans
April 20, 2010	Presentation of Plans and Specifications to the City Council for all project areas. Council approves Plans and Specifications and orders Advertisement for Bids
April 23, 2010	Placement of Advertisement for Bids – Oakdale-Lake Elmo Review. Publication date of April 28 and May 5
April 27, 2010	Placement of Advertisement for Bids - Construction Bulletin. Publication date of May 3 and May 10
May 26, 2010	Receive Contractor bids/review and prepare preliminary assessment roll
June 1, 2010	City Council accepts bids and awards Contract.
June 4, 2010	Process and send out Contract Documents.
June 18, 2010	Receipt of Contractor's Bonds/Legal Review and Issue Notice to Proceed.
June 23, 2010	Conduct Pre-construction Meeting.
June 24, 2010	Contractor begins work.
September, 2010	Final Completion
October 2010	Final assessment hearing



5-YEAR STREET CAPITAL IMPROVEMENT PLAN



IMPROVEMENT YEAR	SEALCOAT YEAR
2009	2009
2010	2010
2011	2011
2012	2012
2013	2013



City Hall
3800 Laverne Avenue N
651.777.5510
www.lakeelmo.org

Public Works Building
3445 Loyal Ave N
651.293.5414

Fire Stations
Station No. 1
2546 Laverne Ave N
651.774.5006
Station No. 2
4209 Laverne Ave N
651.778.8882

Schools



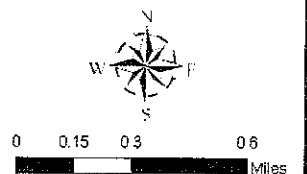
Parcels

Subdivisions

City Parks

Golf Course

Lake Elmo Regional Park Reserve
Park Office
651.430.0368



Map Date: January 2009

Created By

TKDA
ENGINEERS • ARCHITECTS • PLANNERS

City Council
Date: 10/20/09
REGULAR
Item: 6
INFORMATION

AGENDA ITEM: General Fund Revenues/Expenditures through 3rd Quarter 2009
(Unaudited)

SUBMITTED BY: Joe Rigdon, KDA

THROUGH: Bruce A Messelt, City Administrator

REVIEWED BY: Tom Bouthilet, Finance Director



SUMMARY AND ACTION REQUESTED: This item is for information purposes only; no Council action is required. The attached report details year-to-date City of Lake Elmo General Fund revenues and expenditures through September 30, 2009 (unaudited). Highlights are as follows:

Revenues:

- Taxes and franchise fees at 49.2% of budget, as projected (2nd half taxes will be received in 12/09)
- Licenses and permits at 68.8% of budget – likely will be under budget due to decline in building permit and plan check revenues
- Charges for services revenues at 76.6% of budget – on target
- Fines at 64.0% of budget – slightly below target
- Other revenues at 40.3% of budget due to 2009 total City investment income not to be allocated or recorded until December 2009
- Total revenues at \$1.52 million, or 52.5% of budget

Expenditures:

- Total general government expenditures at 68.7% of budget – on target
- Total public safety expenditures at 26.8% of budget due to no 2009 police contract invoices received or paid; also, a budgeted building inspection position has not been hired
- Total public works expenditures at 57.9% of budget – on target or may be under budget
- Total parks and recreation expenditures at 60.9% of budget – on target or may be under budget
- Total expenditures and transfers out at \$1.43 million, or 49.4% of budget

RECOMMENDATION: None. Current budgetary trends are in line with the approved budget.

ATTACHMENTS: Lake Elmo General Fund 3rd Quarter 2009 Statement (Unaudited)

CITY OF LAKE ELMO GENERAL FUND

Revenues and Exp. (UNAUDITED)

10/15/2009

4:33 PM

Periods 07 to 09

Fiscal Year 2009 to 2009

Account Number	Description	2009 Budget	3rd Quarter 2009	Current Year-to-Date 01/01/09 To 09/30/09	2009 % of Budget
101	General Fund				
	Revenue				
	Taxes/Franchise Fees	-\$2,372,630.00	-\$1,131,126.16	-\$1,167,609.23	49.2%
	Licenses and Permits	-\$212,555.00	-\$46,996.31	-\$146,140.67	68.8%
	Intergovernmental	-\$145,025.00	-\$47,773.12	-\$123,291.27	85.0%
	Charges for Services	-\$11,850.00	-\$3,238.50	-\$9,075.78	76.6%
	Fines	-\$52,000.00	-\$12,525.35	-\$33,297.13	64.0%
	Other	-\$98,000.00	-\$7,802.12	-\$39,493.09	40.3%
	Revenue	-\$2,892,060.00	-\$1,249,461.56	-\$1,518,907.17	52.5%
	Expense				
410	General Government				
1110	Mayor & Council				
101-410-1110-41030	Part-time Salaries	\$16,435.00	\$0.00	\$8,217.50	50.0%
101-410-1110-41220	FICA Contributions	\$1,019.00	\$0.00	\$509.49	50.0%
101-410-1110-41230	Medicare Contributions	\$238.00	\$0.00	\$119.14	50.1%
101-410-1110-43310	Mileage	\$1,000.00	\$0.00	\$0.00	0.0%
101-410-1110-44300	Miscellaneous	\$2,000.00	\$0.00	\$3,039.12	152.0%
101-410-1110-44330	Dues & Subscriptions	\$9,800.00	\$6,774.00	\$9,939.00	101.4%
101-410-1110-44370	Conferences & Training	\$3,500.00	\$549.00	\$1,397.00	39.9%
1110	Mayor & Council	\$33,992.00	\$7,323.00	\$23,221.25	68.3%
1320	Administration				
101-410-1320-41010	Full-time Salaries	\$225,913.00	\$55,735.64	\$147,328.33	65.2%
101-410-1320-41210	PERA Contributions	\$15,249.00	\$3,762.16	\$9,944.73	65.2%
101-410-1320-41220	FICA Contributions	\$14,007.00	\$3,417.46	\$9,087.46	64.9%
101-410-1320-41230	Medicare Contributions	\$3,276.00	\$799.27	\$2,125.38	64.9%
101-410-1320-41300	Health/Dental Insurance	\$31,685.00	\$5,136.77	\$15,810.88	49.9%
101-410-1320-41510	Workers Compensation	\$2,212.00	\$0.00	\$1,843.21	83.3%
101-410-1320-42000	Office Supplies	\$8,000.00	\$1,035.31	\$3,277.00	41.0%
101-410-1320-42030	Printed Forms	\$0.00	\$0.00	\$347.93	#DIV/0!
101-410-1320-43040	Legal Services	\$60,000.00	\$22,630.11	\$32,183.39	53.6%
101-410-1320-43100	Assessing Services	\$44,000.00	\$10,305.06	\$22,896.16	52.0%
101-410-1320-43220	Postage	\$8,000.00	\$500.00	\$2,000.00	25.0%
101-410-1320-43310	Mileage	\$4,000.00	\$94.60	\$259.80	6.5%
101-410-1320-43510	Legal Publishing	\$0.00	\$103.06	\$103.06	#DIV/0!
101-410-1320-43610	Insurance	\$35,350.00	\$0.00	\$38,800.50	109.8%
101-410-1320-44300	Miscellaneous	\$5,000.00	\$560.77	\$3,600.00	72.0%
101-410-1320-44330	Dues & Subscriptions	\$4,000.00	\$0.00	\$1,042.19	26.1%
101-410-1320-44370	Conferences & Training	\$3,500.00	\$105.93	\$345.93	9.9%
101-410-1320-44380	Staff Development	\$2,000.00	\$0.00	\$0.00	0.0%
1320	Administration	\$466,192.00	\$104,186.14	\$290,995.95	62.4%
1410	Elections				
101-410-1410-44300	Miscellaneous	\$1,000.00	\$0.00	\$940.00	94.0%
1410	Elections	\$1,000.00	\$0.00	\$940.00	94.0%

1450	Communications				
101-410-1450-41010	Full-time Salaries	\$14,060.00	\$2,119.71	\$6,043.01	43.0%
101-410-1450-41210	PERA Contributions	\$949.00	\$143.08	\$407.88	43.0%
101-410-1450-41220	FICA Contributions	\$872.00	\$131.42	\$374.64	43.0%
101-410-1450-41230	Medicare Contributions	\$204.00	\$30.73	\$87.60	42.9%
101-410-1450-41510	Workers Compensation	\$779.00	\$0.00	\$649.12	83.3%
101-410-1450-43090	Newsletter	\$3,500.00	\$500.00	\$5,013.06	143.2%
101-410-1450-43180	Information Technology/Web	\$27,000.00	\$5,490.74	\$20,638.31	76.4%
101-410-1450-43510	Public Notices	\$5,000.00	\$253.38	\$475.84	9.5%
101-410-1450-43620	Cable Operations	\$4,000.00	\$690.56	\$2,182.88	54.6%
1450	Communications	\$56,364.00	\$9,359.62	\$35,872.34	63.6%
1520	Finance				
101-410-1520-41010	Full-time Salaries	\$36,134.00	\$9,170.00	\$24,497.00	67.8%
101-410-1520-41210	PERA Contributions	\$2,439.00	\$618.97	\$1,653.54	67.8%
101-410-1520-41220	FICA Contributions	\$2,240.00	\$565.35	\$1,509.42	67.4%
101-410-1520-41230	Medicare Contributions	\$524.00	\$132.19	\$352.93	67.4%
101-410-1520-41300	Health/Dental Insurance	\$4,052.00	\$981.11	\$3,389.05	83.6%
101-410-1520-41510	Workers Compensation	\$182.00	\$0.00	\$151.66	83.3%
101-410-1520-42000	Office Supplies	\$500.00	\$0.00	\$0.00	0.0%
101-410-1520-43010	Audit Services	\$28,000.00	\$27,920.00	\$27,920.00	99.7%
101-410-1520-43150	Contract Services	\$30,000.00	\$16,541.00	\$47,098.51	157.0%
101-410-1520-43310	Mileage	\$400.00	\$0.00	\$0.00	0.0%
101-410-1520-44300	Miscellaneous	\$2,000.00	\$52.06	\$1,257.06	62.9%
101-410-1520-44330	Dues & Subscriptions	\$100.00	\$0.00	\$0.00	0.0%
101-410-1520-44350	Books	\$200.00	\$0.00	\$0.00	0.0%
101-410-1520-44370	Conferences & Training	\$350.00	\$0.00	\$0.00	0.0%
1520	Finance	\$107,121.00	\$55,980.68	\$107,829.17	100.7%
1910	Planning & Zoning				
101-410-1910-41010	Full-time Salaries	\$115,512.00	\$27,383.58	\$73,987.48	64.1%
101-410-1910-41210	PERA Contributions	\$7,797.00	\$1,848.39	\$4,977.26	63.8%
101-410-1910-41220	FICA Contributions	\$7,162.00	\$1,631.24	\$4,394.97	61.4%
101-410-1910-41230	Medicare Contributions	\$1,675.00	\$381.47	\$1,027.81	61.4%
101-410-1910-41300	Health/Dental Insurance	\$25,979.00	\$5,963.33	\$17,715.38	68.2%
101-410-1910-41510	Workers Compensation	\$582.00	\$0.00	\$484.97	83.3%
101-410-1910-42000	Office Supplies	\$2,750.00	\$0.00	-\$765.87	-27.8%
101-410-1910-43020	Comprehensive Planning	\$20,000.00	\$0.00	\$2,185.60	10.9%
101-410-1910-43030	Engineering Services	\$8,000.00	\$7,947.09	\$23,905.40	298.8%
101-410-1910-43040	Legal Services	\$0.00	\$14.63	\$1,177.13	#DIV/0!
101-410-1910-43150	Contract Services	\$10,000.00	\$5,253.50	\$18,668.40	186.7%
101-410-1910-43310	Mileage	\$1,000.00	\$0.00	\$0.00	0.0%
101-410-1910-44300	Miscellaneous	\$500.00	\$0.00	\$76.70	15.3%
101-410-1910-44330	Dues & Subscriptions	\$500.00	\$0.00	\$305.00	61.0%
101-410-1910-44350	Books	\$0.00	\$0.00	\$211.96	#DIV/0!
101-410-1910-44370	Conferences & Training	\$1,200.00	\$0.00	\$1,270.00	105.8%
1910	Planning & Zoning	\$202,657.00	\$50,423.23	\$149,622.19	73.8%
1930	Engineering Services				
101-410-1930-43030	Engineering Services	\$72,000.00	\$14,964.97	\$38,689.08	53.7%
1930	Engineering Services	\$72,000.00	\$14,964.97	\$38,689.08	53.7%
1940	City Hall				
101-410-1940-42110	Cleaning Supplies	\$550.00	\$119.64	\$390.47	71.0%
101-410-1940-42230	Building Repair Supplies	\$1,000.00	\$0.00	\$0.00	0.0%
101-410-1940-43210	Telephone	\$8,390.00	\$1,879.80	\$5,527.08	65.9%
101-410-1940-43810	Electric Utility	\$12,221.00	\$1,394.42	\$7,474.86	61.2%
101-410-1940-43840	Refuse	\$1,782.00	\$414.64	\$829.28	46.5%
101-410-1940-44010	Repairs/Maint Contractual Bldg	\$10,000.00	\$3,502.03	\$9,592.28	95.9%
101-410-1940-44040	Repairs/Maint Contractual Eqpt	\$6,000.00	\$834.83	\$1,917.45	32.0%
101-410-1940-44300	Miscellaneous	\$1,000.00	\$104.34	\$154.21	15.4%
1940	City Hall	\$40,943.00	\$8,249.70	\$25,885.63	63.2%
410	General Government	\$980,269.00	\$250,487.34	\$673,055.61	68.7%

420	Public Safety				
2100	Police				
101-420-2100-43150	Law Enforcement Contract	\$466,950.00	\$0.00	\$0.00	0.0%
2100	Police	\$466,950.00	\$0.00	\$0.00	0.0%
2150	Prosecution				
101-420-2150-43045	Attorney Criminal	\$55,000.00	\$13,308.04	\$30,718.80	55.9%
2150	Prosecution	\$55,000.00	\$13,308.04	\$30,718.80	55.9%
2220	Fire				
101-420-2220-41010	Full-time Salaries	\$65,758.00	\$17,139.90	\$45,764.18	69.6%
101-420-2220-41030	Part-time Salaries	\$110,000.00	\$20,363.20	\$43,185.31	39.3%
101-420-2220-41210	PERA Contributions	\$9,272.00	\$2,568.99	\$6,476.16	69.8%
101-420-2220-41220	FICA Contributions	\$7,114.00	\$1,332.66	\$2,859.46	40.2%
101-420-2220-41230	Medicare Contributions	\$2,548.00	\$535.30	\$1,264.05	49.6%
101-420-2220-41300	Health/Dental Insurance	\$16,388.00	\$3,853.39	\$12,086.03	73.7%
101-420-2220-41420	Unemployment Benefits	\$0.00	\$265.57	\$552.24	#DIV/0!
101-420-2220-41510	Workers Compensation	\$12,369.00	\$0.00	\$10,306.81	83.3%
101-420-2220-42000	Office Supplies	\$1,500.00	\$107.68	\$419.78	28.0%
101-420-2220-42080	EMS Supplies	\$1,200.00	\$287.75	\$1,054.56	87.9%
101-420-2220-42090	Fire Prevention	\$3,000.00	\$0.00	\$96.80	3.2%
101-420-2220-42120	Fuel, Oil and Fluids	\$11,500.00	\$2,097.19	\$7,492.74	65.2%
101-420-2220-42210	Equipment Parts	\$0.00	\$0.00	\$390.00	#DIV/0!
101-420-2220-42400	Small Tools & Equipment	\$12,020.00	\$1,883.91	\$3,728.76	31.0%
101-420-2220-43050	Physicals	\$7,829.00	\$1,998.00	\$3,443.00	44.0%
101-420-2220-43210	Telephone	\$5,500.00	\$1,339.23	\$3,017.62	54.9%
101-420-2220-43230	Radio	\$16,960.00	\$3,446.44	\$8,406.85	49.6%
101-420-2220-43310	Mileage	\$600.00	\$0.00	\$0.00	0.0%
101-420-2220-43630	Vehicle Insurance	\$17,648.00	\$0.00	\$14,472.00	82.0%
101-420-2220-43810	Electric Utility	\$13,900.00	\$1,513.76	\$6,652.09	47.9%
101-420-2220-43840	Refuse	\$1,198.00	\$182.48	\$364.96	30.5%
101-420-2220-44010	Repairs/Maint Bldg	\$11,000.00	\$1,996.78	\$6,590.51	59.9%
101-420-2220-44040	Repairs/Maint Eqpt	\$25,555.00	\$3,878.56	\$13,673.17	53.5%
101-420-2220-44170	Uniforms	\$7,700.00	\$417.18	\$1,450.02	18.8%
101-420-2220-44300	Miscellaneous	\$2,000.00	\$538.93	\$1,158.91	57.9%
101-420-2220-44330	Dues & Subscriptions	\$2,971.00	\$333.00	\$2,698.56	90.8%
101-420-2220-44350	Books	\$400.00	\$450.68	\$1,256.24	314.1%
101-420-2220-44370	Conferences & Training	\$25,000.00	\$1,270.00	\$11,514.13	46.1%
2220	Fire	\$390,930.00	\$67,800.58	\$219,374.94	56.1%
2250	Fire Relief				
101-420-2250-44920	Fire State Aid	\$60,000.00	\$0.00	\$1,690.00	2.8%
2250	Fire Relief	\$60,000.00	\$0.00	\$1,690.00	2.8%
2400	Building Inspection				
101-420-2400-41010	Full-time Salaries	\$129,719.00	\$15,584.67	\$41,741.06	32.2%
101-420-2400-41210	PERA Contributions	\$8,756.00	\$1,051.96	\$2,814.18	32.1%
101-420-2400-41220	FICA Contributions	\$8,043.00	\$951.69	\$2,545.75	31.7%
101-420-2400-41230	Medicare Contributions	\$1,881.00	\$222.53	\$595.32	31.6%
101-420-2400-41300	Health/Dental Insurance	\$9,320.00	\$2,140.15	\$6,385.69	68.5%
101-420-2400-41510	Workers Compensation	\$6,161.00	\$0.00	\$5,133.82	83.3%
101-420-2400-42000	Office Supplies	\$500.00	\$0.00	\$0.00	0.0%
101-420-2400-42030	Printed Forms	\$500.00	\$0.00	\$0.00	0.0%
101-420-2400-42120	Fuel, Oil and Fluids	\$3,750.00	\$0.00	\$0.00	0.0%
101-420-2400-43030	Engineering	\$10,000.00	\$300.28	\$300.28	3.0%
101-420-2400-43050	Plan Review Charges	\$3,000.00	\$0.00	\$0.00	0.0%
101-420-2400-43060	Surcharge Payments	\$0.00	-\$3,955.91	-\$7,411.19	#DIV/0!
101-420-2400-43150	Inspector Contract Services	\$1,000.00	\$944.10	\$1,835.10	183.5%
101-420-2400-43210	Telephone	\$1,100.00	\$69.40	\$233.55	21.2%
101-420-2400-43310	Mileage	\$750.00	\$11.00	\$11.00	1.5%
101-420-2400-43630	Insurance	\$1,250.00	\$0.00	\$1,025.00	82.0%
101-420-2400-44040	Repairs/Maint Eqpt	\$1,000.00	\$79.62	\$911.63	91.2%
101-420-2400-44170	Uniforms	\$350.00	\$0.00	\$0.00	0.0%
101-420-2400-44300	Miscellaneous	\$750.00	\$232.99	\$232.99	31.1%
101-420-2400-44330	Dues & Subscriptions	\$250.00	\$0.00	\$100.00	40.0%
101-420-2400-44370	Conferences & Training	\$500.00	\$0.00	\$50.00	10.0%
2400	Building Inspection	\$188,580.00	\$17,632.48	\$56,504.18	30.0%

2700	Animal Control				
101-420-2700-42030	Printed Forms	\$150.00	\$0.00	\$0.00	0.0%
101-420-2700-43150	Contract Services	\$12,600.00	\$2,304.08	\$6,074.87	48.2%
101-420-2700-44300	Miscellaneous	\$100.00	\$0.00	\$0.00	0.0%
2700	Animal Control	\$12,850.00	\$2,304.08	\$6,074.87	47.3%
420	Public Safety	\$1,174,310.00	\$101,045.18	\$314,362.79	26.8%
430	Public Works				
3100	Public Works				
101-430-3100-41010	Full-time Salaries	\$132,035.00	\$33,069.03	\$88,499.17	67.0%
101-430-3100-41030	Part-time Salaries	\$12,950.00	\$0.00	\$0.00	0.0%
101-430-3100-41210	PERA Contributions	\$9,786.00	\$2,232.10	\$5,965.00	61.0%
101-430-3100-41220	FICA Contributions	\$8,989.00	\$1,963.93	\$5,234.90	58.2%
101-430-3100-41230	Medicare Contributions	\$2,103.00	\$459.31	\$1,224.36	58.2%
101-430-3100-41300	Health/Dental Insurance	\$37,550.00	\$8,480.65	\$25,229.71	67.2%
101-430-3100-41510	Workers Compensation	\$12,600.00	\$0.00	\$10,526.80	83.5%
101-430-3100-42000	Office Supplies	\$500.00	\$0.00	\$159.49	31.9%
101-430-3100-42150	Shop Materials	\$4,500.00	\$282.41	\$1,213.94	27.0%
101-430-3100-42230	Building Repair Supplies	\$1,500.00	\$0.00	\$0.00	0.0%
101-430-3100-42400	Small Tools & Minor Equipment	\$3,000.00	\$198.48	\$1,157.83	38.6%
101-430-3100-43030	Engineering Services	\$0.00	\$524.17	\$1,456.89	#DIV/0!
101-430-3100-43150	Contract Services	\$18,000.00	\$1,000.70	\$3,226.85	17.9%
101-430-3100-43210	Telephone	\$7,500.00	\$1,915.07	\$5,643.93	75.3%
101-430-3100-43230	Radio	\$500.00	\$0.00	\$0.00	0.0%
101-430-3100-43310	Mileage	\$100.00	\$0.00	\$0.00	0.0%
101-430-3100-43630	Insurance	\$16,760.00	\$0.00	\$14,243.00	85.0%
101-430-3100-43810	Electric Utility	\$34,500.00	\$1,341.30	\$14,497.83	42.0%
101-430-3100-43840	Refuse	\$1,800.00	\$430.94	\$961.45	53.4%
101-430-3100-44010	Repairs/Maint Bldg	\$2,000.00	\$458.23	\$2,515.84	125.8%
101-430-3100-44030	Repairs/Maint Imp Not Bldgs	\$0.00	\$237.50	\$12,671.37	#DIV/0!
101-430-3100-44040	Repairs/Maint Eqpt	\$5,500.00	\$378.58	\$620.14	11.3%
101-430-3100-44170	Uniforms	\$1,675.00	\$471.02	\$1,153.95	68.9%
101-430-3100-44300	Miscellaneous	\$2,000.00	\$10.00	\$99.08	5.0%
101-430-3100-44330	Dues & Subscriptions	\$150.00	\$0.00	\$0.00	0.0%
101-430-3100-44370	Conferences & Training	\$900.00	\$0.00	\$0.00	0.0%
101-430-3100-44380	Clean-up Days	\$8,080.00	\$7,163.55	\$7,163.55	88.7%
3100	Public Works	\$324,978.00	\$60,616.97	\$203,465.08	62.6%
3120	Streets				
101-430-3120-42120	Fuel, Oil and Fluids	\$31,860.00	\$5,141.72	\$9,239.90	29.0%
101-430-3120-42210	Equipment Parts	\$8,000.00	\$1,365.51	\$1,497.47	18.7%
101-430-3120-42240	Street Maintenance Materials	\$15,000.00	\$1,850.83	\$7,672.43	51.1%
101-430-3120-42260	Sign Repair Materials	\$6,000.00	\$3,108.89	\$3,508.56	58.5%
101-430-3120-43150	Contract Services	\$14,000.00	\$2,538.85	\$6,004.46	42.9%
101-430-3120-44040	Repairs/Maint Eqpt	\$4,000.00	\$0.00	\$0.00	0.0%
3120	Streets	\$78,860.00	\$14,005.80	\$27,922.82	35.4%
3125	Ice and Snow Removal				
101-430-3125-42250	Landscaping Materials	\$1,000.00	\$0.00	\$0.00	0.0%
101-430-3125-42290	Sand/Salt	\$50,000.00	\$0.00	\$37,362.94	74.7%
101-430-3125-43150	Contract Services	\$10,000.00	\$1,662.00	\$1,662.00	16.6%
101-430-3125-44040	Repairs/Maint Eqpt	\$2,500.00	\$0.00	\$61.36	2.5%
3125	Ice and Snow Removal	\$63,500.00	\$1,662.00	\$39,086.30	61.6%
3160	Street Lighting				
101-430-3160-43810	Street Lighting	\$24,000.00	\$5,968.59	\$14,218.30	59.2%
3160	Street Lighting	\$24,000.00	\$5,968.59	\$14,218.30	59.2%
3200	Recycling				
101-430-3200-42100	Recycling Supplies	\$3,500.00	\$0.00	\$0.00	0.0%
101-430-3200-43090	Newsletter	\$4,000.00	\$0.00	\$0.00	0.0%
101-430-3200-44300	Miscellaneous	\$7,500.00	\$0.00	\$1,185.86	15.8%
3200	Recycling	\$15,000.00	\$0.00	\$1,185.86	7.9%

3250	Tree Program				
101-430-3250-43150	Contract Services	\$14,000.00	\$5,928.00	\$15,414.16	110.1%
3250	Tree Program	\$14,000.00	\$5,928.00	\$15,414.16	110.1%
430	Public Works	\$520,338.00	\$88,181.36	\$301,292.52	57.9%
450	Culture, Recreation				
5200	Parks & Recreation				
101-450-5200-41010	Full-time Salaries	\$85,810.00	\$18,893.04	\$51,186.67	59.7%
101-450-5200-41030	Part-time Salaries	\$44,417.00	\$11,047.89	\$20,336.26	45.8%
101-450-5200-41210	PERA Contributions	\$8,790.00	\$1,578.29	\$4,180.48	47.6%
101-450-5200-41220	FICA Contributions	\$8,074.00	\$1,823.34	\$4,337.94	53.7%
101-450-5200-41230	Medicare Contributions	\$1,888.00	\$426.45	\$1,014.57	53.7%
101-450-5200-41300	Health/Dental Insurance	\$14,829.00	\$3,314.69	\$9,868.09	66.5%
101-450-5200-41420	Unemployment Benefits	\$0.00	\$858.00	\$3,363.97	#DIV/0!
101-450-5200-41510	Workers Compensation	\$8,571.00	\$0.00	\$7,142.02	83.3%
101-450-5200-42000	Office Supplies	\$300.00	\$23.41	\$23.41	7.8%
101-450-5200-42120	Fuel, Oil and Fluids	\$3,000.00	\$0.00	\$0.00	0.0%
101-450-5200-42150	Shop Materials	\$750.00	\$44.56	\$481.45	64.2%
101-450-5200-42160	Chemicals	\$1,000.00	\$0.00	\$125.00	12.5%
101-450-5200-42210	Equipment Parts	\$1,500.00	\$468.23	\$700.54	46.7%
101-450-5200-42230	Building Repair Supplies	\$500.00	\$0.00	\$0.00	0.0%
101-450-5200-42250	Landscaping Materials	\$3,500.00	\$186.41	\$850.29	24.3%
101-450-5200-42400	Small Tools & Minor Equipment	\$1,500.00	\$213.00	\$539.21	35.9%
101-450-5200-43210	Telephone	\$650.00	\$35.18	\$273.94	42.1%
101-450-5200-43310	Mileage	\$200.00	\$0.00	\$0.00	0.0%
101-450-5200-43630	Insurance	\$6,200.00	\$0.00	\$5,084.00	82.0%
101-450-5200-43810	Electric Utility	\$10,164.00	\$3,208.03	\$7,930.74	78.0%
101-450-5200-43840	Refuse	\$2,500.00	\$953.77	\$1,749.25	70.0%
101-450-5200-44010	Repairs/Maint Bldg	\$700.00	\$44.14	\$55.32	7.9%
101-450-5200-44030	Repairs/Maint Imp Not Bldgs	\$4,000.00	\$1,971.15	\$3,315.59	82.9%
101-450-5200-44040	Repairs/Maint Eqpt	\$1,500.00	\$669.56	\$669.56	44.6%
101-450-5200-44120	Rentals - Buildings	\$5,000.00	\$2,102.33	\$4,024.26	80.5%
101-450-5200-44300	Miscellaneous	\$1,500.00	\$642.10	\$4,924.59	328.3%
101-450-5200-44330	Dues & Subscriptions	\$100.00	\$0.00	\$0.00	0.0%
101-450-5200-44370	Conferences & Training	\$200.00	\$0.00	\$0.00	0.0%
5200	Parks & Recreation	\$217,143.00	\$48,503.57	\$132,177.15	60.9%
450	Culture, Recreation	\$217,143.00	\$48,503.57	\$132,177.15	60.9%
493	Other Financing Uses				
9360	Transfers Out				
101-493-9360-47200	Transfers Out	\$0.00	\$0.00	\$7,500.00	#DIV/0!
9360	Transfers Out	\$0.00	\$0.00	\$7,500.00	#DIV/0!
493	Other Financing Uses	\$0.00	\$0.00	\$7,500.00	#DIV/0!
	Expense	\$2,892,060.00	\$488,217.45	\$1,428,388.07	49.4%
101	General Fund	\$0.00	-\$761,244.11	-\$90,519.10	#DIV/0!