

City of Lake Elmo  
3800 Laverne Avenue North

September 2, 2008

7:00 p.m.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE:
- C. ATTENDANCE: \_\_\_\_\_ Johnston \_\_\_\_\_ DeLapp \_\_\_\_\_ Johnson \_\_\_\_\_ Park \_\_\_\_\_ Smith
- D. APPROVAL OF AGENDA: (The approved agenda is the order in which the City Council will do its business.)
- E. ORDER OF BUSINESS: (This is the way that the City Council runs its meetings so everyone attending the meeting or watching the meeting understands how the City Council does its public business.)
- F. GROUND RULES: (These are the rules of behavior that the City Council adopted for doing its public business.)
- G. APPROVE MINUTES:
  - 1. August 19, 2008
- 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 claims – include payroll with AP
- J. PUBLIC HEARING:
  - 3. Hold public hearing and consider two grading permit applications from the Valley Branch Watershed District to repair eroding ravines and to prevent sediment from washing into Goose Lake and Goetschel Pond, Resolution No. 2008-041, Resolution No. 2008-042

K. REGULAR AGENDA:

4. Jason Rudnick, Rasmussen College, announces donation made in the name of the Lake Elmo Fire Department to Second Harvest for participating in their open house
5. Accept donation of Polaris vehicle and authorize use of capital funds and/or donations for ancillary equipment
6. Consider adopting a preliminary 2009 property tax levy of \$2,332,130
7. Direct the Planning Commission to discuss structures for domesticated animals and pets

L. REPORTS AND ANNOUNCEMENTS:

Mayor and Council members

- Council member Smith – update on the Fall Festival Administrator

M. UPCOMING DATE OF NOTE:

- September 5 and 6 – Lake Elmo Fall Festival
- September 9 – Primary Election Day (no council workshop)
- September 18 – Village AUAR Advisory Panel, 7 PM

N. Adjourn

City of Lake Elmo  
City Council Minutes

August 19, 2008

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

Present: Mayor Johnston and Council Members DeLapp, Johnson, Park and Smith

Also present: City Administrator Hoyt, Planning Director Klatt, Planner Ben Gozola, City Engineer Stempski, City Attorney Filla Finance Director Bouthilet and City Clerk Lumby.

Report from August 12, 2008 closed meeting on administrator's performance review

Mayor Johnston reported that in August, 2008, the City Council completed the performance appraisal for Susan Hoyt, as City Administrator for the City of Lake Elmo. The Mayor and four council members participated in completing the appraisal form. The City Administrator completed a self-appraisal as well.

The overall performance for Susan was rated as exceeding expectations. The performance review categories are "City Council goals" and "competencies associated with managing the city as an organization".

The review process clearly identified that Susan has the knowledge, skill and experience in performing the role of City Administrator for the City of Lake Elmo. Examples include the excellent work Susan has implemented in regards to managing the city's financial resources financial management, budgeting process and communication, providing leadership in supervising and hiring of staff and expert consultants promoting efficiencies through collaboration with other entities operating according to the principles of good government and promoting open, accessible and responsive government.

APPROVAL OF AGENDA:

*MOTION: Council Member Johnson moved to approve the August 19, 2008 agenda as presented. Council Member Park seconded the motion. The motion passed unanimously.*

ORDER OF BUSINESS:

GROUND RULES:

APPROVE MINUTES:

The minutes of August 5, 2008 were approved by consensus.

PUBLIC COMMENTS/INQUIRIES:

Susan Dunn, 11018 Upper 33<sup>rd</sup> Street, inquired when the city would be discussing debt reduction as suggested by the auditor. She asked when will the comprehensive plan be updated and will the update be outsourced? She also inquired about the final airport plan and the Village AUAR.

Jim Blackford, 9765 45<sup>th</sup> Street N. asked for special presenter status for the landfill agenda item.

CONSENT AGENDA:

MOTION: Council Member Johnson moved to approve the consent agenda as presented. Council Member Park seconded the motion. The motion was passed unanimously.

- Approval of disbursements in the amount of \$219,059.56

REGULAR AGENDA:

Engineer updates on status of current developments

Ryan Stempski, City Engineer with TKDA, summarized the process to close out active developments, and detailed the status of eight current developments and will be meeting with the developers to discuss the items undone (punch list) and enforcement. The city engineers will be holding a neighborhood meeting Tuesday, August 26, 2008 to listen to the residents' concerns from the St. Croix Sanctuary development.

Pamela Chickett, 5711 Linden Avenue N., asked for a prompt resolution of the items in the Sanctuary development that have surpassed the August 8<sup>th</sup> time deadline for completion.

Conditional job offer to Chris Klein and approve employment status change for Mike Cornell

*MOTION: Council Member Johnson moved to make conditional job offer to Chris Klein pending the outcome of his department physical and then to be placed on probationary status with the fire department if his physical is passed and to move Mike Cornell from probationary status to firefighter status. Council Member Smith seconded the motion. The motion passed unanimously.*

Report from Representative Julie Bunn and Senator Kathy Saltzman

Representative Julie Bunn and Senator Kathy Saltzman recapped the 2008 legislative session by summarizing a variety of activity that was done during the sessions.

They discussed in some detail the bonding bill for the Washington County landfill clean up and setting standards for citing landfills throughout the state. Representative Bunn explained that a portion of the landfill area could be used for park and the landfill may be covered with various prairie grasses. In addition, the PCA is exploring the use of gases to generate electricity on the site.

Council Member DeLapp stated the council voted saying that it did not want the “dig and line” process put into effect instead the council asked that the garbage either be trucked away or burned.

Senator Saltzman explained the cost and timing of burning the garbage is unknown and trucking it away would cost three to four times more. There is no willing community that will accept the garbage.

Information from the Minnesota Pollution Control Agency (MPCA) on the PCA decision and process for remediating the Washington County Landfill of PFC contamination.

Shawn Ruotsinoja, Minnesota Pollution Control Agency (MPCA) official explained the process for “dig and line”, a process that will have the agency dig up the garbage in the landfill, line a section of the landfill, and replace the garbage. This process was approved during the 2008 legislative session.

Jeff Lewis, manager of the MPCA landfill remediation division, stated that the decision on the remediation option for the Washington County landfill rested with the PCA. There is no appeal process in the decision that the MPCA has responsibility for cleaning the landfill and the chosen process will go forward.

Peter Tiffany, senior engineer MPCA, described the three liners that will be used in the “dig and line” process making it the only landfill in the state that will have such a lining.

Jim Blackford, 9765 45<sup>th</sup> Street, called for sanctions against 3M, which is one source of the contamination in the groundwater. He believes 3M should take more responsibility and be required to state when company officials knew about the contamination.

Council Members DeLapp and Smith stated that this option is not a permanent solution to the contamination problem.

Councilmember Smith specifically asked about the protection provided by the three layers.

Consider an application from the Meehan Family, LLC for a minor subdivision (Torre Pines 2<sup>nd</sup> Addition), 2038 Inwood Avenue N.

Planning Director Kyle Klatt requested City Council approval of a minor subdivision requested by the Meehan Family, LLC to create four new lots from an existing 10-acre

parcel within Torre Pines Addition, which is located at 2038 Inwood Avenue. The original development was approved in 1995.

*MOTION: Council Member Johnson moved to approve Resolution no. 2008-038 approving a minor subdivision for Torre Pines 2<sup>nd</sup> Addition with conditions. Council Member Park seconded the motion. The motion passed unanimously.*

Consider approval of a moving permit of an 863 square-foot accessory building to the property at 4150 Irish Court North.

Planning Director Kyle Klatt asked the City Council to consider a request from Marvin and Karen Lerol to permit an existing 864 square-foot accessory building to be moved from a site in Oakdale to their property at 4150 Irish Court North. The applicants have agreed to paint the accessory building in order to match the primary structure's exterior or be of an earthen tone. The acting Building Official inspected the accessory building and found the structure complies with today's building code requirements.

*MOTION: Council Member Johnson moved to approve Resolution no. 2008-039 approving the moving permit to move an accessory building to the property at 4150 Irish Court North based on the findings listed in the staff report, subject to the conditions recommended by staff. Council Member Park seconded the motion. The motion passed unanimously.*

Consider amendments to the open space zoning code district for coverage of impervious surface

Planning Director Kyle Klatt asked the City Council to consider an amendment to the (OP) Open Space Preservation District provision in the zoning ordinance to increase the maximum impervious surface coverage allowed within this district from the current 17% up to 20% for each lot with additional provisions that would allow and increase up to a maximum of 25% coverage.

Council Member Smith pointed out Washington County regulation for impervious surface coverage is 30% and wondered if that figure was sufficient.

Steve Meads, 2928 Jonquil Trail, said the impervious surface coverage too restrictive because he cannot get a driveway big enough to get his cars into his garage even after he has reduced his patio and sidewalks.

Mike Pearson, 2805 Lisbon Avenue N., installs pools and supports the proposal even though he thinks the ordinance is still restrictive.

*MOTION: Council Member Johnson moved to adopt Ordinance no. 08-008 amending the definition of impervious surfaces and amending the allowable impervious surface coverage for lots excluding swimming pools in Open Space Preservation developments. Council Member DeLapp seconded the motion. Mayor Johnston and Council Members*

*Johnson, DeLapp, Park voted for the motion and Council Member Smith voted against the motion.*

*MOTION: Council Member Johnson moved to adopt Resolution no. 2008-040 authorizing summary publication of Ordinance no. 08-008 in the official newspaper. Mayor Johnston seconded the motion. The motion passed unanimously.*

Appeal hearing on zoning code violations related to accessory structures at 5761 Keats Avenue

Mayor Johnston convened the Board of adjustment and Appeals at 10:00 p.m.

City Attorney Jerry Filla reported the City Council, acting as the Board of Adjustment and Appeals, is being asked to hold an appeals hearing to determine if the accessory structure on the Ziertman property at 5761 Keats Avenue violates three sections of the zoning code (Sections 154.094, 154.092 subd I and 154.092, subd K) as identified by the city attorney after receiving a report from consulting planner, Ben Gozola. Notices were distributed to the property owners, the abutting neighbors and the planning commission chair as required by city ordinance.

Attorney Filla reminded the Board that it must act specifically on the validity of this appeal and not act as a policy body of the city.

Ben Gozola, consulting planner, presented the information on the alleged zoning code violations to the Board of Appeals.

Joan Ziertman, 5761 Keats Avenue, stated that historically the City has supported the code in that a small building sheltering animals are not regulated based on the number of structures under 35 sq.ft. located in the city. The 35' sq.ft. accessory structure is based on very little and not regulated as an accessory structure. The threshold should be 100 sq.ft. which requires a building permit. She believes the definition of domestic farm animals has changed because animals are not kept just for animal producing purposes but large lots have hobby farms which have animals for pets and which require buildings for shelter. The goat shed does have wind anchors, is not located closer to the road and in her opinion is not considered an accessory structure because it is less than 35 sq.ft. and does not require a building permit.

The Board discussed the appeal, the options for acting on it and timeline for removal of the non compliant structure.

*MOTION: Council Member DeLapp moved to have the property owners, Steve and Joan Ziertman of 5761 Keats Avenue, remove the accessory structure (goat shed) within 90 days based on the findings: 1) that the property located at 5761 Keats Avenue is in a rural residential zoning district and encompasses an area of approximately 10.73 acres. 2) that there are two detached accessory structures located on the property. 3) that the area of the larger detached accessory structure is between 2,499 square feet and 2,508 square feet. (The maximum allowed is 2,500 square feet). 4) that the small detached accessory structure is intended to provide shelter for domesticated farm animals, 5) that the small detached accessory structure is located closer to the front property line of the property than the principal structure on the property; Conclusion: The smaller detached accessory structure located on the property causes the property to be in violation of the City Code Sections 154.093; 154.092, subd I.. The motion passed unanimously.*

Mayor Johnston adjourned the Board of Adjustment at 11:00 p.m.

The Mayor adjourned the meeting at 11:03 p.m.

DRAFT



City Council  
Date: 09/02/2008  
CONSENT  
Item: **2**

ITEM: Approve disbursements in the amount of \$70,643.86.

SUBMITTED BY: Tom Bouthilet, Finance Director

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<u>Claim #</u>	<u>Amount</u>	<u>Description</u>
477	\$ 7953.42	Payroll Taxes to IRS
478	\$ 1251.15	Payroll Taxes to Mn Dept. of Revenue
DD1797-DD1810	\$ 18,606.14	Payroll Dated 8/05/2008 (Direct Deposit)
32955-32976	\$ 8,950.14	Payroll Dated 8/05/2008 (Payroll & Related Checks )
33051-33XXX	<u>\$33,883.01</u>	Accounts Payable Dated 08/19/2008
<b>Total: \$ 70,643.86</b>		

SUMMARY AND ACTION REQUESTED: The City Council is being asked to approve disbursements in the amount of \$ 70,643.86.

<u>Check Number</u>	<u>Check Date</u>	<u>Fund Name</u>	<u>Account Name</u>	<u>Vendor Name</u>	<u>Amount</u>
33102	09/02/2008	General Fund	Fire Prevention	Alert-All	1,027.85
33102	09/02/2008	General Fund	Use Tax Payable	Alert-All	-62.73
33103	09/02/2008	General Fund	Repairs/Maint Contractual Eqpt	Alex Air Apparatus, Inc	965.12
33104	09/02/2008	General Fund	Repairs/Maint Contractual Bldg	Aramark	2,161.14
33104	09/02/2008	General Fund	Uniforms	Aramark	25.25
33104	09/02/2008	General Fund	Repairs/Maint Contractual Bldg	Aramark	34.37
33104	09/02/2008	General Fund	Repairs/Maint Contractual Bldg	Aramark	26.44
33104	09/02/2008	General Fund	Uniforms	Aramark	19.43
33105	09/02/2008	General Fund	Legal Services	Campbell Knutson P.A.	34.37
33106	09/02/2008	General Fund	Equipment Parts	Car Quest Auto Parts	139.86
33106	09/02/2008	Water	Small Tools & Minor Equipment	Car Quest Auto Parts	543.75
33107	09/02/2008	General Fund	Software Support	City of Roseville	543.75
33108	09/02/2008	General Fund	Sign Repair Materials	Earl F. Andersen, Inc.	22.63
33109	09/02/2008	General Fund	Assessing Services	FXL, Inc.	10.31
33110	09/02/2008	General Fund	Equipment Parts	Gopher Bearing	32.94
33110	09/02/2008	General Fund	Equipment Parts	Gopher Bearing	1,380.83
33111	09/02/2008	General Fund	Equipment Parts	Grainger	1,380.83
33112	09/02/2008	Water	Chemicals	HACH Company	469.53
33112	09/02/2008	Water	Chemicals	HACH Company	469.53
33113	09/02/2008	General Fund	Office Supplies	Hawk Labeling Systems	2,000.00
33114	09/02/2008	General Fund	Recycling Supplies	Ink Head, Inc.	10.00
33114	09/02/2008	General Fund	Use Tax Payable	Ink Head, Inc.	24.55
33115	09/02/2008	General Fund	Conferences & Training	International Code Council	67.42
33116	09/02/2008	General Fund	Miscellaneous	ITERIS Inc.	185.36
33117	09/02/2008	General Fund	Legal Services	Jardine, Logan & O'Brien	8.47
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Check Total:					725.00

<u>Check Number</u>	<u>Check Date</u>	<u>Fund Name</u>	<u>Account Name</u>	<u>Vendor Name</u>	<u>Amount</u>
33118	09/02/2008	General Fund	Miscellaneous	Karen Ray Associates	2,010.00
33119	09/02/2008	Developer	Deposits Payable	Landmark, Inc.	2,010.00
33120	09/02/2008	General Fund	Office Supplies	LOFFLER	1,500.00
33120	09/02/2008	General Fund	Use Tax Payable	LOFFLER	1,500.00
33121	09/02/2008	City Facilities	Buildings and Structures	Menards - Oakdale	133.71
33121	09/02/2008	Surface Water Utility	Utility System Maint Supplies	Menards - Oakdale	-7.19
33121	09/02/2008	General Fund	Building Repair Supplies	Menards - Oakdale	126.52
33121	09/02/2008	General Fund	Equipment Parts	Menards - Oakdale	51.77
33122	09/02/2008	General Fund	Equipment Parts	Metro Fire	129.46
33122	09/02/2008	General Fund	Use Tax Payable	Metro Fire	50.96
33123	09/02/2008	General Fund	Legal Services	Peterson Fram & Bergman	55.15
33123	09/02/2008	General Fund	Civil Attorney Criminal	Peterson Fram & Bergman	287.34
33123	09/02/2008	General Fund	Legal Services	Peterson Fram & Bergman	342.32
33124	09/02/2008	General Fund	Cable Operation Expense	Steven Press	-1.55
33124	09/02/2008	General Fund	Cable Operation Expense	Steven Press	340.77
33125	09/02/2008	General Fund	Legal Publishing	RiverTown Newspaper Group	2,080.50
33125	09/02/2008	General Fund	Legal Publishing	RiverTown Newspaper Group	5,011.10
33125	09/02/2008	General Fund	Miscellaneous	RiverTown Newspaper Group	33.00
33125	09/02/2008	General Fund	Miscellaneous	RiverTown Newspaper Group	7,124.60
33125	09/02/2008	General Fund	Legal Publishing	RiverTown Newspaper Group	58.88
33126	09/02/2008	General Fund	Newsletter/Website	Rogers Printing Services	69.92
33127	09/02/2008	General Fund	Repairs/Maint Contractual Bldg	Diane Rud	128.80
33127	09/02/2008	General Fund	Repairs/Maint Contractual Bldg	Diane Rud	38.35
33128	09/02/2008	General Fund	Equipment Parts	Ruffridge Johnson Equipment Co	23.60
33129	09/02/2008	General Fund	Office Supplies	S&T Office Products, Inc.	17.70
33129	09/02/2008	General Fund	Office Supplies	S&T Office Products, Inc.	11.80
33129	09/02/2008	General Fund	Office Supplies	S&T Office Products, Inc.	8.85
33129	09/02/2008	General Fund	Miscellaneous	S&T Office Products, Inc.	100.30
33130	09/02/2008	General Fund	Miscellaneous	Sam's Club	1,479.29
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				Check Total:	480.00
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				Check Total:	769.86
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				Check Total:	11.98
				Check Total:	646.60
				Check Total:	59.13

<u>Check Number</u>	<u>Check Date</u>	<u>Fund Name</u>	<u>Account Name</u>	<u>Vendor Name</u>	<u>Amount</u>
33130	09/02/2008	General Fund	Office Supplies	Sam's Club	84.80
33130	09/02/2008	General Fund	Miscellaneous	Sam's Club	45.31
33131	09/02/2008	General Fund	Telephone	Sprint	189.24
33132	09/02/2008	General Fund	Street Maintenance Materials	T. A. Schifsky & Sons	68.25
33133	09/02/2008	General Fund	Telephone	TDS METROCOM - MN	326.56
33133	09/02/2008	General Fund	Telephone	TDS METROCOM - MN	154.89
33133	09/02/2008	Sewer	Telephone	TDS METROCOM - MN	75.01
33134	09/02/2008	General Fund	Uniforms	Titan Apparel & Sportswear	103.14
33135	09/02/2008	General Fund	Miscellaneous	Volunteer Firefighter's Assoc.	333.04
Check Total:					1,936.60
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Check Total:					358.00
<b>Report Total:</b>					<b>33,883.01</b>

City Council  
Date: 9-2-08  
PUBLIC HEARING  
Resolution No. 2008-041  
& 2008-042  
Item: J-3

ITEM: Hold a public hearing and consider two grading permit applications from the Valley Branch Watershed District to repair eroding ravines and to prevent sediment from washing into Goose Lake and Goetschel Pond.

REQUESTED BY: Valley Branch Watershed District, Applicant

SUBMITTED BY: Kelli Matzek, City Planner

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

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#### SUMMARY AND ACTION REQUESTED:

The City Council is being asked to hold a public hearing and consider two grading permit requests submitted by the Valley Branch Watershed District to repair eroding ravines and to prevent sediment from washing into Goose Lake and Goetschel Pond. The projects will take place at two different sites to address erosion issues that occur largely due to the natural drainage ways at the sites. The first site is located at the private property of 9200 10<sup>th</sup> Street North and the second site is located on five private properties in the Fields of St. Croix subdivision. The VBWD is seeking Temporary Project Easements on all private properties to obtain access to do the work. Staff is recommending approval of the request because:

- The project is intended to fix existing erosion issues through ravine restoration and associated grading work to prevent sediment from washing into local water bodies.
- There is a public benefit associated with the repair and the improvements of the ravines. The work proposed at the two project sites will stabilize the slopes of the creeks and improve water quality at Goose Lake and Goetschel Pond.
- No work will occur on private property without a signed and recorded Temporary Project Easement.

#### ADDITIONAL INFORMATION

The city engineer has reviewed the applicant's requests and found that the grading proposed at the two sites would be in the public's interest.

The city forester reviewed the construction documents and made site visits to the project areas. She identified her concerns regarding the impacts to the root system of existing trees at the sites and requested a plan identifying the trees and the proposed fencing. The concerns were addressed by the applicant.

The Lake Elmo City Code requires a grading permit for work resulting in the moving of more than 50 cubic yards of material if located outside wetlands, floodplains, or the shoreland district. A public hearing is required if more than 400 cubic yards per acre of site area are moved.

RECOMMENDATION:

Approval is recommended as follows because the request for two grading permits by the Valley Branch Watershed District would be in the public's interest.

1. It is recommended that the City Council approve the grading permit requests with the following conditions:
  - 1) All Temporary Project Easements must be signed and recorded prior to issuing the permit.
  - 2) The City of Lake Elmo must be notified 48 hours prior to construction.
  - 3) All work is to remain within Temporary Project Easements.
  - 4) A copy of the construction schedule and notice of the schedule must be provided to all neighborhood residents and the Lake Elmo City Hall, city engineer, and public works department.

SUGGESTED MOTION FOR CONSIDERATION:

*Motion:*

*Move to approve Resolution No. 2008-041 and 2008-042 approving grading permits submitted by the Valley Branch Watershed District to restore ravines and to prevent sediment from washing into Goose Lake and Goetschel Pond.*

ORDER OF BUSINESS:

- Introduction ..... Susan Hoyt, City Administrator
- Report by staff ..... Kyle Klatt, Planning Director
- Questions from the Council ..... Mayor & Council Members
- Questions/Comments from the applicant ..... Mayor facilitates
- Open the public hearing ..... Mayor facilitates
- Close the public hearing
- 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. 2008-041
2. Resolution No. 2008-042
3. Location Map - Site One
4. Location Map – Site Two
5. Detailed Staff Report
6. Land Use Application Form

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

**RESOLUTION NO. 2008-041**

**A RESOLUTION APPROVING A GRADING PERMIT TO VALLEY BRANCH  
WATERSHED DISTRICT AT 9200 10<sup>TH</sup> STREET NORTH TO RESTORE A  
RAVINE AND TO PREVENT SEDIMENT FROM WASHING INTO GOOSE  
LAKE**

**WHEREAS**, the Valley Branch Watershed District has requested a grading permit to allow the movement of more than 400 cubic yards of material per acre of site area at 9200 10<sup>th</sup> Street North in the R-R zoning district.

**WHEREAS**, the City Council held a Public Hearing on September 2, 2008; and made the following findings:

- The project is intended to fix existing erosion issues through ravine restoration and associated grading work to prevent sediment from washing into Goose Lake.
- There is a public benefit associated with the repair and the improvements of the ravine. The work proposed at the project site will stabilize the slopes of the creeks and improve water quality at Goose Lake.
- No work will occur on private property without a signed and recorded Temporary Project Easement.

**NOW, THEREFORE, BE IT RESOLVED** that the Lake Elmo City Council hereby approves a grading permit at 9200 10<sup>th</sup> Street North; and,

**BE IT FURTHER RESOLVED**, that the approval of the requested grading permit shall include the following conditions:

- 1) All Temporary Project Easements must be signed and recorded prior to issuing the permit.
- 2) The City of Lake Elmo must be notified 48 hours prior to construction.
- 3) All work is to remain within Temporary Project Easements.
- 4) A copy of the construction schedule and notice of the schedule must be provided to all neighborhood residents and the Lake Elmo City Hall, city engineer, and public works department.

This resolution was adopted by the City Council of the City of Lake Elmo on the 2<sup>nd</sup> day of September 2008, by a vote of \_\_\_ Ayes and \_\_\_ Nays.

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Mayor Dean Johnson

ATTEST:

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Susan Hoyt  
City Administrator

(SEAL)



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

**RESOLUTION NO. 2008-042**

**A RESOLUTION APPROVING A GRADING PERMIT TO VALLEY BRANCH  
WATERSHED DISTRICT FOR WORK AT 4768 LARKSPUR LN N, 4854  
LINDEN TRL N, 4910 LINDEN TRL N, 4886 LINDEN TRL N, AND OUTLOT D  
OF THE FIELDS OF ST CROIX SUBDIVISION TO RESTORE A RAVINE AND  
TO PREVENT SEDIMENT FROM WASHING INTO GOETSCHEL POND**

**WHEREAS**, the Valley Branch Watershed District has requested a grading permit to allow the movement of more than 400 cubic yards of material per acre of site area at 4768 Larkspur Lane North, 4854 Linden Trail North, 4910 Linden Trail North, 4886 Linden Trail North, and Outlot D of the Fields of St. Croix Subdivision in the R-R zoning district (Open Space Preservation Development).

**WHEREAS**, the City Council held a Public Hearing on September 2, 2008; and made the following findings:

- The project is intended to fix existing erosion issues through ravine restoration and associated grading work to prevent sediment from washing into Goetschel Pond.
- There is a public benefit associated with the repair and the improvements of the ravine. The work proposed at the project site will stabilize the slopes of the creeks and improve water quality at Goetschel Pond.
- No work will occur on private property without a signed and recorded Temporary Project Easement.

**NOW, THEREFORE, BE IT RESOLVED** that the Lake Elmo City Council hereby approves a grading permit at 4768 Larkspur Lane North, 4854 Linden Trail North, 4910 Linden Trail North, 4886 Linden Trail North, and Outlot D of the Fields of St. Croix Subdivision; and,

**BE IT FURTHER RESOLVED**, that the approval of the requested grading permit shall include the following conditions:

- 1) All Temporary Project Easements must be signed and recorded prior to issuing the permit.
- 2) The City of Lake Elmo must be notified 48 hours prior to construction.
- 3) All work is to remain within Temporary Project Easements.
- 4) A copy of the construction schedule and notice of the schedule must be provided to all neighborhood residents and the Lake Elmo City Hall, city engineer, and public works department.

This resolution was adopted by the City Council of the City of Lake Elmo on the 2<sup>nd</sup> day of September 2008, by a vote of \_\_\_ Ayes and \_\_\_ Nays.

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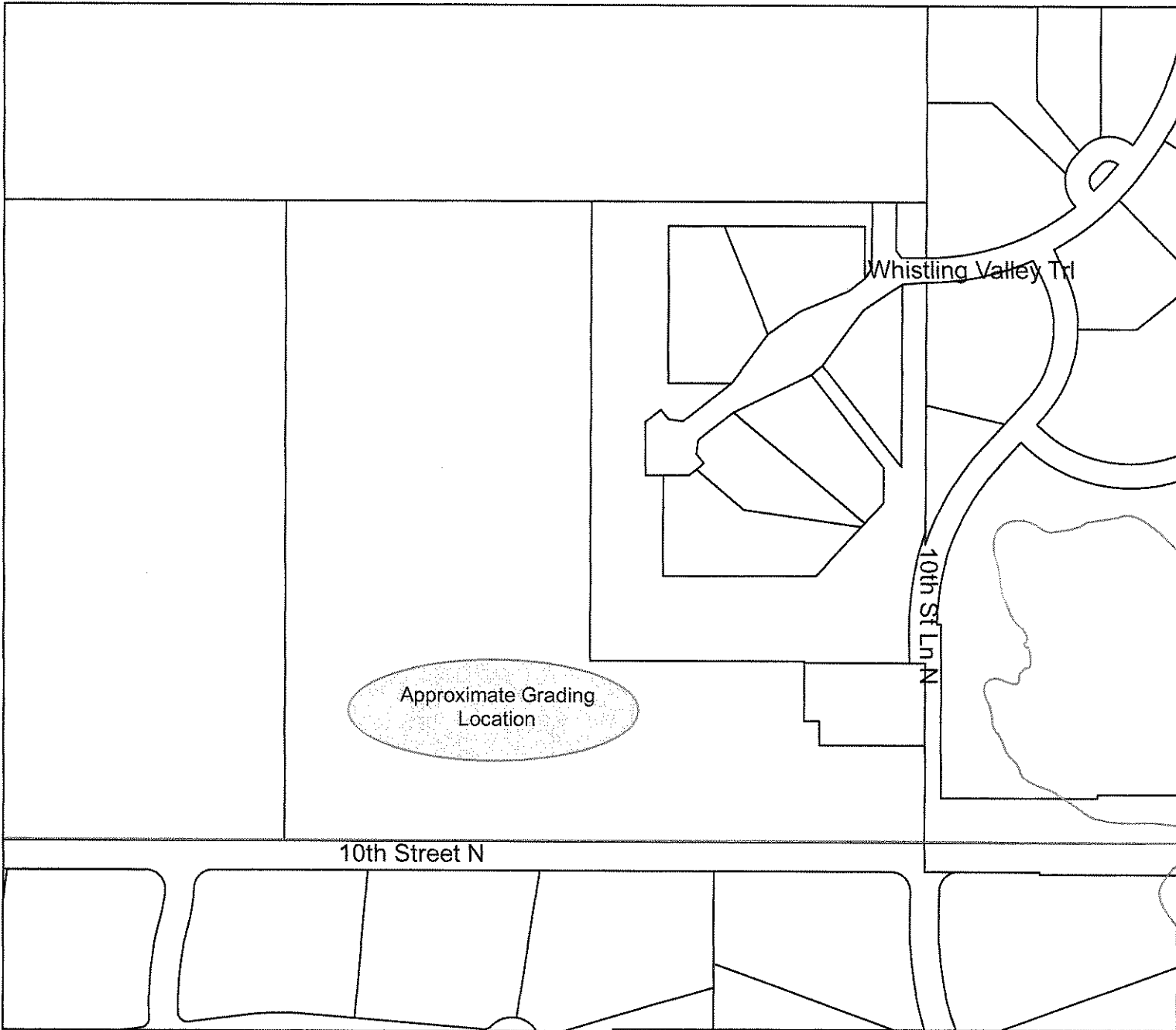
Mayor Dean Johnson

ATTEST:

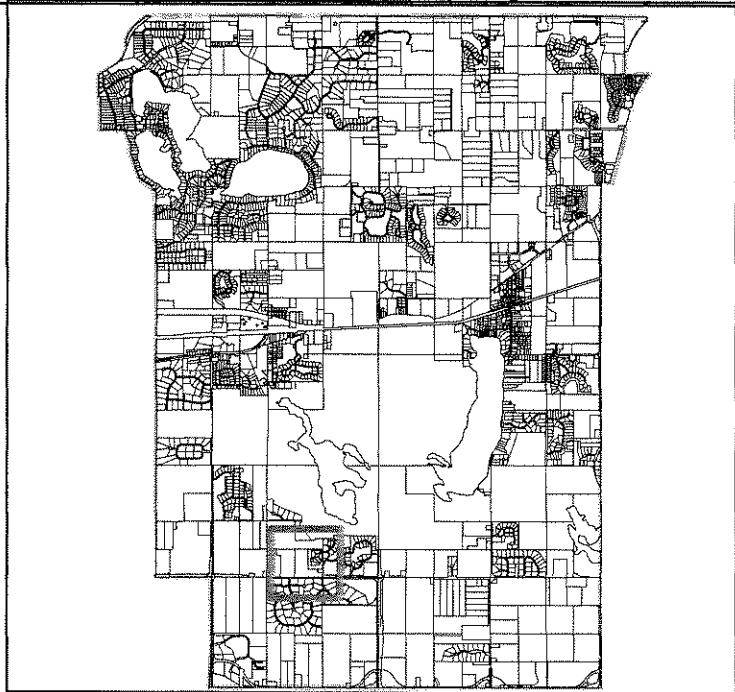
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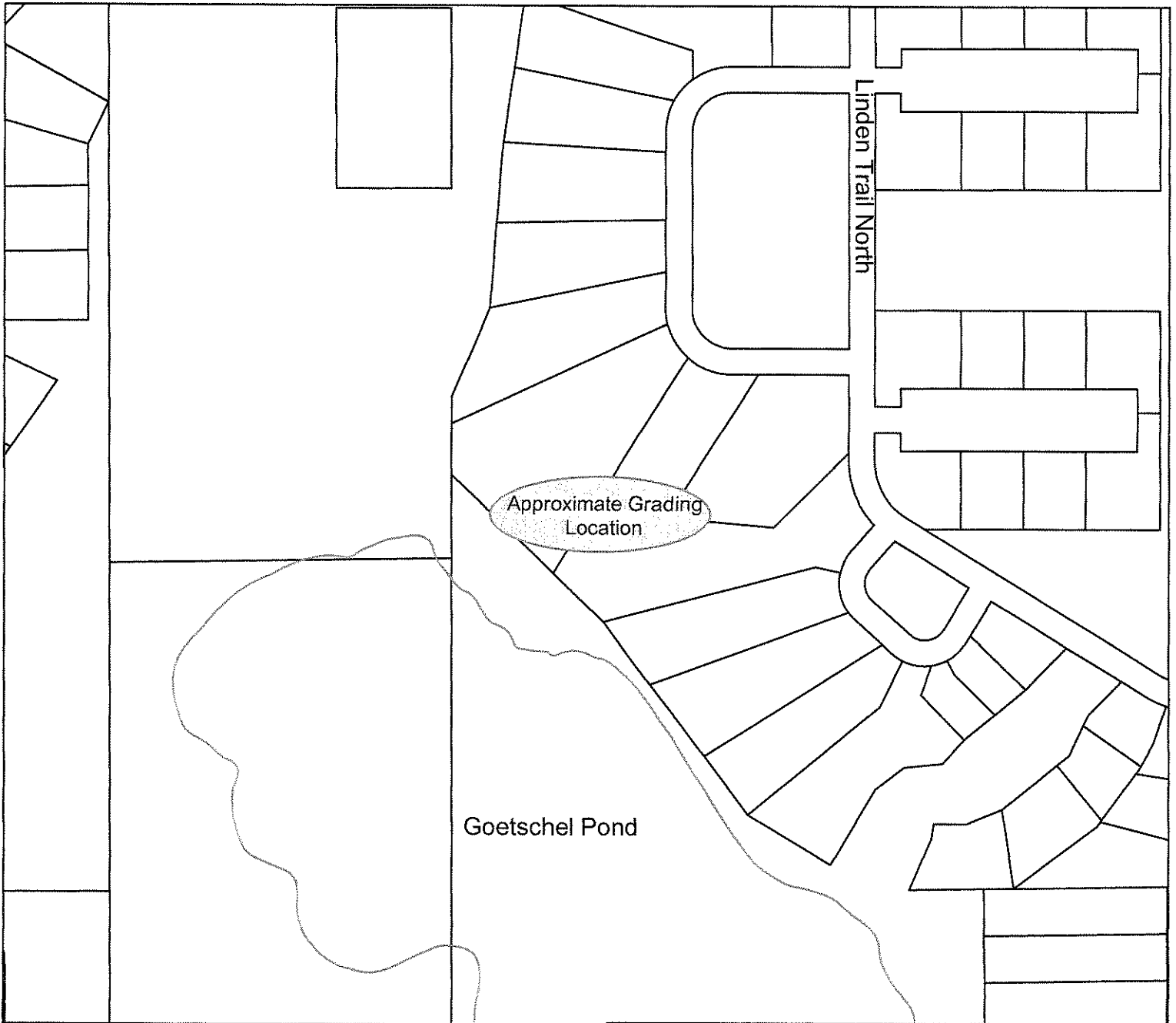
Susan Hoyt  
City Administrator

(SEAL)

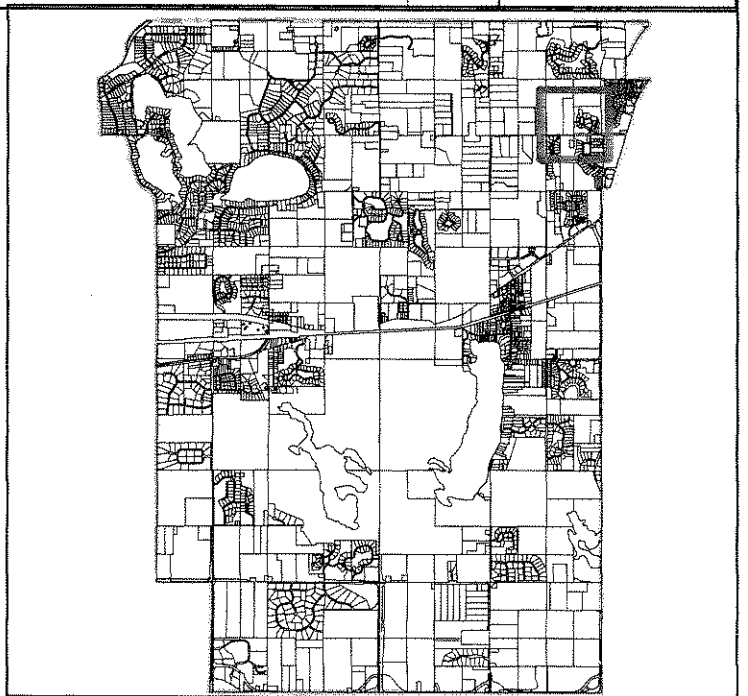


**Site 1**  
**9200 10th Street North**





**Site 2**  
**4768 Larkspur Ln N**  
**4854 Linden Trl N**  
**4910 Linden Trl N**  
**4886 Linden Trl N**  
**Outlot D, Fields of St. Croix**



City of Lake Elmo Planning Department  
**Grading Review**

---

*To:* **City Council**

*From:* Kelli Matzek, City Planner

*Meeting Date:* **9/2/08**

*Applicant:* **Valley Branch Watershed District**

*Owners and Location of Site 1:* David and Diane Zimmerhagl, 9200 10<sup>th</sup> Street N

*Zoning:* RR – Rural Residential

*Owners and Location of Site 2:* Julie and Michael Nelson, 4768 Larkspur Lane N

Kevin Tholen, 4854 Linden Trail N  
 Karen Jorgensen, 4910 Linden Trail N  
 Robert and Marita Metcalf, 4886 Linden Trail N  
 Fields of St. Croix Association, Outlot D

*Zoning:* RR – Rural Residential (Open Space Preservation Development)

***Introductory Information***

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***Request*** The Valley Branch Watershed District is requesting grading permits from the city to do work at two different sites. The first site is located at 9200 10<sup>th</sup> Street North. The project is to repair an eroding ravine and to prevent sediment from washing into Goose Lake.

The second grading site is located on four privately owned parcels and Outlot D in the Fields of St. Croix subdivision. The VBWD is proposing to repair an eroding ravine and to prevent sediment from washing into Goetschel Pond.

<b><i>Site Data for Site 1:</i></b>	<b><i>Property Identification No.</i></b>	<b><i>Address</i></b>	<b><i>Use</i></b>
	27-029-21-34-0001	9200 10 <sup>th</sup> Street N	Residential Dwelling
<b><i>Site Data for Site 2:</i></b>	<b><i>Property Identification No.</i></b>	<b><i>Address</i></b>	<b><i>Use</i></b>
	12-029-21-11-0015	4768 Larkspur Lane N	Residential Dwelling
	12-029-21-11-0014	4854 Linden Trail N	Residential Dwelling
	12-029-21-11-0013	4910 Linden Trail N	Residential Dwelling

12-029-21-11-0012	4886 Linden Trail N	Residential Dwelling
12-029-21-14-0005	4670 Linden Trl N	Outlot D

**Excavation and Grading Permit Review**

**Background Information:**

Site one is located at 9200 10<sup>th</sup> Street. At this site there is a natural ravine that flows only in the spring and in large rain events. There is a culvert underneath 10<sup>th</sup> Street connecting the two areas of Goose Lake (north and south of the roadway), but as you move up the ravine, the well formed ravine disappears. At this site the slopes change quickly from relatively flat to a steeper slope which causes the erosion.

Site two is located in the rear yards of four private residential properties and onto an outlot owned by the Fields of St. Croix Association. This erosion was caused by two factors. The first is the existing north facing slope which, by nature, has thinner vegetation due to less sunlight. The second factor is the stormwater pond at the top of the ravine that wears away the toe of the slope as it discharges water. The combination of those two factors has resulted in a slope failure.

The proposed project at both site one and site two were initiated by concerns from the property owners adjacent to the two water bodies. The intent of both projects is to stabilize existing, eroding ravines and to prevent sediment from washing into the two water bodies – Goetschel Pond and Goose Lake.

**Review Comments:**

**Planning Issues:**

The Lake Elmo city code requires a permit for any excavating, grading, filling, or other changes in the earth’s topography resulting in the movement of more than 50 cubic yards of material. Grading and excavation plans that result in the moving of 400 cubic yards of material per acre of site area require a public hearing and approval of the City Council.

Because the proposed projects are located entirely on privately owned property, the Valley Branch Watershed District must receive permission from the property owners to both access the site and to perform the work. Access to the grading sites will be obtained by the VBWD by a signed and recorded Temporary Project Easement document. As of the writing of this report, city staff has not received copies of any signed Temporary Project Easements. The watershed district must obtain these signed easements from all property owners prior to issuing the permit.

Staff is recommending that the City Council approve the requested grading permits for the following reasons:

- The project is intended to fix existing erosion issues through ravine restoration and associated grading work to prevent sediment from washing into local water bodies.
- There is a public benefit associated with the repair and the improvements of the ravines. The work proposed at the two project sites will stabilize the slopes

- of the creeks and improve water quality at Goose Lake and Goetschel Pond.
- No work will occur on private property without a signed and recorded Temporary Project Easement.

**Engineer  
Comments:**

The City Engineer has reviewed the application and supports staff's recommendation of approval with four conditions to be added to the permit:

- 1) All Temporary Project Easements must be signed and recorded prior to issuing the permit.
- 2) The City of Lake Elmo must be notified 48 hours prior to construction.
- 3) All work is to remain within Temporary Project Easements.
- 4) A copy of the construction schedule and notice of the schedule must be provided to all neighborhood residents and the Lake Elmo City Hall, city engineer, and public works department.

**City Forester  
Comments:**

The City Forester reviewed the construction documents and made site visits to the project areas. She identified her concerns regarding the impacts to the root system of existing trees at the sites and requested a plan identifying the trees and the proposed fencing. The concerns were addressed by the applicant.

**Conclusion:**

Staff is recommending that the City Council approve the grading permit request based on the findings cited above and with conditions.

**Conclusion:**

The Valley Branch Watershed District is seeking approval of two grading permits to allow the grading of more than 400 cubic yards to repair eroding ravines and prevent sediment from washing into Goose Lake and Goetschel Pond.

**Council  
Options:**

The City Council may consider the following options for taking action on this request:

- A) Approve the grading permits based on the findings drafted by Staff or other additional information that is presented at the public hearing;
- B) Deny the requests based on findings provided by the council.

**Staff Rec:**

**Staff recommends approval** of the grading permit request based on the following:

- 1) The project is intended to fix existing erosion issues through ravine restoration and associated grading work to prevent sediment from washing into local water bodies.
- 2) There is a public benefit associated with the repair and the improvements of the ravines. The work proposed at the two project sites will stabilize the slopes of the creeks and improve water quality at Goose Lake and Goetschel Pond.
- 3) No work will occur on private property without a signed and recorded

Temporary Project Easement.

Provided the following conditions are met

- 1) All Temporary Project Easements must be signed and recorded prior to issuing the permit.
- 2) The City of Lake Elmo must be notified 48 hours prior to construction.
- 3) All work is to remain within Temporary Project Easements.
- 4) A copy of the construction schedule and notice of the schedule must be provided to all neighborhood residents and the Lake Elmo City Hall, city engineer, and public works department.

**Approval  
Motion  
Template:**

To approve the request, the City Council is asked to use the following motion as a guide:

**Move to approve Resolution 2008-041 and 2008-042 approving the grading permit applications from the Valley Branch Watershed District to repair eroding ravines and prevent sediment from washing into Goose Lake and Goetschel Pond...***(use staff's findings provided above or cite your own)*

**...with the conditions outlined by staff.**

cc: Michael Nelson, 4768 Larkspur Lane N  
Kevin Tholen, 4854 Linden Trail N  
Karen Jorgensen, 4910 Linden Trail N  
Metcalf, 4886 Linden Trail N  
David and Diane Zimmerhagl, 9200 10<sup>th</sup> Street N  
Fields of St. Croix Homeowners Association





Fee \$ \_\_\_\_\_

### City of Lake Elmo DEVELOPMENT APPLICATION FORM

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

APPLICANT: Lincoln Fletcher, VBWD P.O. Box 838, Lake Elmo, MN 55042  
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-779-9780  
(Home) (Work) (Mobile) (Fax)

FEE OWNER: see attached  
(Name) (Mailing Address) (Zip)

TELEPHONES: \_\_\_\_\_  
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description): \_\_\_\_\_

4768 Lakespr Ln N, Parcel ID 1202921110015, Fields of St. Croix  
4854 Linden Trl N, Parcel ID 1202921110014, Fields of St. Croix  
4886 Linden Trl N, Parcel ID 1202921110013, Fields of St. Croix  
4910 Linden Trl N, Parcel ID 1202921110012, Fields of St. Croix

DETAILED REASON FOR REQUEST: The Valley Branch Watershed District will be completing a project to repair an eroding ravine and prevent sediment from washing into Goetschel Pond. The project will require more than 400 yards of grading.

\*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:

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.

Lincoln Fletcher 7 Aug 08  
Signature of Applicant Date

\_\_\_\_\_  
Signature of Applicant Date

### City of Lake Elmo DEVELOPMENT APPLICATION FORM

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

APPLICANT: Lincoln Fletcher, VBWD P.O. Box 838, Lake Elmo, MN 55042  
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-779-9780  
(Home) (Work) (Mobile) (Fax)

FEE OWNER: David Zimmerhake 9200 10th St. N, Lake Elmo MN 55042  
(Name) (Mailing Address) (Zip)

TELEPHONES: 651-731-5492  
(Home) (Work) (Mobile) (Fax)

PROPERTY LOCATION (Address and Complete (Long) Legal Description): \_\_\_\_\_

9200 10th St. N, Parcel ID 2702921340001  
Sect - 27, Twp 029, Range - 021

DETAILED REASON FOR REQUEST: The Valley Branch Watershed District will be completing a project to repair an eroding ravine and prevent sediment from washing into Goose Lake. The project will require more than 400 yards of grading

\*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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

Lincoln Fletcher 7 Aug 2009  
Signature of Applicant Date Signature of Applicant Date

City Council  
Date: 9-02-08  
REGULAR  
Item: 4  
Informational

ITEM: Announce donation made by Rasmussen College

SUBMITTED BY: Sharon Lumby, City Clerk

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SUMMARY AND ACTION REQUESTED: Jason Rudnick, Rasmussen College, will be in attendance to announce its donation made in the name of the Lake Elmo Fire Department to Second Harvest for participating in Rasmussen College's open house.

ITEM: Consider accepting a donation of a Polaris fire rescue unit and approving purchase of related equipment

SUBMITTED BY: Greg Malmquist, Fire Chief

REVIEWED BY: Maintenance Advisory Committee (MAC)  
Susan Hoyt, City Administrator

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**SUMMARY AND ACTION REQUESTED:** The city council is being asked to accept the donation of the Polaris fire rescue unit that was applied for through a grant application and awarded to the city because it provides a public safety benefit for off road fire suppression, rescue operations and patient transport from remote locations; it is also useable on ice. In addition, the city council is being asked to authorize the purchase of equipment for the vehicle at a cost of ~~\$13,750~~ from the city's 2008 capital improvement plan (CIP) and from funds raised outside of the CIP, if possible. This request was evaluated and recommended by MAC.

#### ADDITIONAL INFORMATION

Prior city council action and referral to MAC In December, 2007 the city council authorized applying for the grant for the Polaris vehicle with the intent that, if awarded, and prior to acceptance that: 1) MAC would review the value of the equipment and 2) a funding source for additional equipment required to make the vehicle function to its maximum capacity. In retrospect, the staff recognizes that it would have been most prudent to have the MAC review the value of applying for the grant rather than waiting until after the grant was awarded to the city. This is the process that will be used in the future and MAC concurs with this approach.

Vehicle Use. The vehicle will be used for: Fire suppression, rescue operations and patient transport in remote areas, not only in Lake Elmo, but throughout the region. This will also be the only vehicle in our fleet capable of traveling on the ice. Based on a 5 year average the city responds to approximately 25 – 30 of these "type" of calls per year. We know, however, that there are more but based on 'coding" they are not reflected. Also, we know this number will increase with regard to mutual aid and increased use of the park system.



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Viewed 1429 times

New Slip In Fire Rescue Unit to fit Polaris Ranger 6 x 6 made for the Cat Cay Yacht Club, Bahamas. 100 gallon copolymer tank with 5 gallon integral foam cell. High performance fire pump with RKO foam induction system. Junkin stretcher and Hannay Hose Reel.

COST OF THE EQUIPMENT

The Polaris fire rescue unit has a value of \$ 12,300 and is being donated to the city. The equipment will require fuel and general maintenance to operate. In addition, some ancillary equipment is necessary to use it to its full capacity and effectively. This must be provided by the city. The equipment is as follows:

ITEM	ESTIMATED	
Trailer	\$ 1,500.00 - \$2,200.00	
Fire/Rescue Skid Unit	\$10,000.00	
Lighting – Emergency and scene	\$ 750.00	
Misc. – Stokes, tie downs, windshield, etc.	\$ 1,000.00	
<b>Total Cost</b>	<b>\$ 13,250 - \$ 13,750</b>	
<b>Funding sources</b>		
Donations	TBD	
DNR Grant	TBD	For skid unit \$10,000
Walmart/Sams Grant	TBD	For lights, trailer and miscellaneous
Capital funds from 2008 budget as needed		
Remaining balance from computer	\$ 700	
Reduction in turnout gear from \$9,000 to \$4,500	\$ 4,500	Do not need the entire component budgeted for
Reduction in station 1 and 2 remodeling from \$40,419	\$ 8,550	Postpone all purchases in 2008 until 2009

**RECOMMENDATION FROM MAC**

- To accept the donation of the Polaris fire rescue unit because it serves the public health and safety.
- To acquire the ancillary equipment to make the unit function at its maximum and best capacity to serve the community.
- To seek out grant funds to cover some or all of the costs of the equipment but to use funds from the following budgeted capital sources in order of priority: 1) reduction of \$4,500 in turnout gear; 2) reduction in station 1 and 2 remodeling costs; and, last, 3) consider postponing the thermal imaging camera for one year (but this is the least favorable option)

**SUGGESTED MOTION FOR CONSIDERATION**

*Move to accept the donation of a Polaris Fire Rescue Unit valued at \$12, 500 and apply for grants to fund some or all of the ancillary equipment: and, if grants and donations do not cover the \$13,750 (maximum) equipment costs, authorize the administrator to approve the use of capital funds according to the following amounts and priority: 1) the remaining balance in the laptop (estimated \$700), 2) turnout gear budget savings (est. \$4,500) and 3) from savings in station 1 and station 2 remodeling projects (est. \$ 8,550).*

ORDER OF BUSINESS

Introduction	Susan Hoyt, City Administrator
Report	Greg Malmquist, Fire Chief Bud Talcott, MAC Chair (if he wants to speak)
Questions to the presenters (3 minutes)	Mayor and Councilmembers
Questions/comments from the public, to the council (3 minutes)	Mayor facilitates
Call for a motion	Mayor and Councilmembers
Discussion	
Action	

Draft Copy

**CITY of LAKE ELMO  
MAINTENANCE ADVISORY COMMITTEE**

Minutes of  
August 26, 2008

Present:, Dick Gustafson, George Dege, Chuck Stanley, Steve Gurney,  
Steve Ziertman, Bud Talcott, Gregg Malmquist,  
Guests: Doug Pepin, Brad Wilkins, Members of the Fire Department

The meeting was called to order at 7:05pm at the Fire Station #1 by Bud Talcott. The agenda was reviewed and no changes made.

Greg reviewed the Polaris Ranger they have received on the Grant. Gregg said it was from USST who this year had money to give 75 units out, but then found they had enough to award another one which we got. He reminded us that this was discussed back in 2000 as unit that someday would be beneficial to have. He stated he has received support form all the surrounding communities as well as the county and Julie Bunn. This unit will be used not only for our needs but for mutual aid.

Greg stated they plan to use it in search and rescue for remote hard to reach area's where they cannot get any of the existing equipment in, such as in the regional park, trails, and in winter on the ice. In the winter they do not drive vehicles on the ice. When these emergencies occur at present must walk, which causes delay in getting the injured person assistance. We asked for specific examples, which Gregg and the other firefighters shared. A couple of which were a horse rider who was thrown off deep in the park, another was a couple of snowmobiles that collided on the lake. In cases like these the Polaris Ranger would have gotten them to the scene and the victim help much quicker.

Gregg discussed the skid unit they are requesting to be installed on the back. It has areas to carry their equipment, injured persons, as well as a water tank and pump to allow its use on small fires. Gregg said when a fish house burns they have no way of putting it out. They still must to go out and check that no one is trapped inside.

He also mentioned small fires that are in areas inaccessible for larger rigs, such as in the park or behind houses, on trails, that this unit could easily access .

Geo D asked about the low profile of the unit and its ability to operate in snow, anything over 1ft would make it impractical. Gregg stated they would follow trails already cut through the snow.

The lighting requested would be basic consisting of emergency beacon, spot lights and area lights to illuminate the scene. The trailer would be as basic as possible to carry the Ranger. It would be pulled behind the grass rig when it went out.

A discussion of funding consisted of review of the items on the 2008 CIP. Gregg stated they did not get a full roster so do not need the new turnout gear this year. The imaging camera cause quite a bit of discussion in that our existing is getting old and might fail, and having it can save lives. Gregg stated if it failed they would send it in for repair and could borrow one from the vendor. The consensus was to try to keep it in the budget if possible by reducing the upgrade budget for station #1. Greg said this dollar figure is if the city had to pay for it all, he is contacting organizations to try to get donations to help.

A Motion was made by George D, seconded by Steve G to recommend acceptance of the grant of the Polaris Ranger contingent on approval of additional equipment to make it fully operational for rescue and fire suppression. The motion Passed 5-0 with Steve Z unable to vote as alternate.

A Motion was made by Steve G, seconded by Chuck S to recommend the purchase of all the equipment items as outlined in the Fire Dept list of "Additional Equipment".  
The Motion passed 5-0

A Motion was made by Chuck S and seconded by Steve G to recommend the funding for the additional equipment come from CIP sources in the priority as established by the Fire Dept personal,

- A. Remove turn out gear from 2008 to 2009
- B. Reduce the upgrade to Fire Station #1 as needed
- C. Remove Imaging Camera if needed from 2008 to 2009

The Motion Passed 5-0

Hearing no objections the meeting was adjourned at 8:10pm.

Respectfully submitted,

Bud Talcott,  
Chairman/ Secretary



**CITY of LAKE ELMO  
MAINTENANCE ADVISORY COMMITTEE**

Recommendations for

**Fire Dept request of Polaris Ranger**

Mac reviewed the request with the following findings and recommendations.

The Polaris Ranger will be a valued addition at a minimal cost to the Fire Dept fleet. It will provide access to remote hard to reach areas within our city such as parks, off trails and on lakes in the winter. Resulting in

1. Provide quicker response and help to injured persons.
2. Speed up searches for lost persons such as a child in the park reserve.
3. Allow access to fires in areas larger equipment cannot get to.

Based on our complete review we wish to make the following recommendations.

A Motion was made by George D, seconded by Steve G to recommend acceptance of the grant of the Polaris Ranger contingent on approval of additional equipment to make it fully operational for rescue and fire suppression. The motion Passed 5-0 with Steve Z unable to vote as alternate.

A Motion was made by Steve G, seconded by Chuck S to recommend the purchase of all the equipment items as outlined in the Fire Dept list of "Additional Equipment".

The Motion passed 5-0

A Motion was made by Chuck S and seconded by Steve G to recommend the funding for the additional equipment come from CIP sources in the priority as established by the Fire Dept personal,

- A. Remove turn out gear from 2008 to 2009
- B. Reduce the upgrade to Fire Station #1 as needed
- C. Remove Imaging Camera if needed from 2008 to 2009

The Motion Passed 5-0

Respectfully submitted,

Bud Talcott,  
Chairman/ Secretary

ITEM: Consider adopting a preliminary 2009 property tax levy of \$ 2,332,130

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: City Council during budget workshops  
Joe Rigdon, Finance Consultant  
Tom Bouthilet, Finance Director

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**SUMMARY AND ACTION REQUESTED:** The city council is being asked to approve a preliminary property tax levy of \$ 2,332,130 to fund a proposed 2009 general fund operating budget of \$2,892,060. This is within the levy limits set for the city and established by the state of Minnesota. The preliminary property tax levy adopted by the city council represents that maximum levy permitted. The proposed budget represents a < 1.4% from the 2008 amended budget. The anticipated property tax impact on homes within the city of Lake Elmo from this levy is compared in Attachments 1 and 2. In sum, it is expected that home values increased by 1% overall and with this increase there will be a small decrease in the city share of property taxes that there will be a small decrease in property taxes in 2009. The final tax levy and budget are scheduled for a public hearing on December 1, 2008 at on or after 7 PM and adoption of the final levy and budget are planned for December 9, 2008.

**SUGGESTED MOTION FOR CONSIDERATION:**

*Move Resolution 2008-043 adopting a preliminary 2009 tax levy of \$ 2,332,130.*

**SUGGESTED ORDER OF BUSINESS**

Introduction	Susan Hoyt, City Administrator
Report	Joe Rigdon, Finance Consultant
Questions to the presenter	Mayor and Council members
Questions from the public to the council, if any	Mayor facilitates
Call for a motion	Mayor and Council members
Discussion	Mayor and Council members
Action	City Council

**ATTACHMENTS:**

- 1 Resolution 2008 – 043
- 2 Tables with estimated property tax impact from preliminary levy
  - a. City estimate
  - b. County estimate with homestead market value data included
- 3 General Fund Revenue

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

**RESOLUTION NO. 2008-043**

A RESOLUTION APPROVING PROPOSED 2008 TAX LEVY, COLLECTIBLE IN 2009  
AND THE PROPOSED 2009 BUDGET

WHEREAS, the City Council has conducted budget council and committee meetings;

WHEREAS, the City is required to adopt a proposed budget for payable 2009 and certified it's proposed property tax levy for payable in 2009.

BE IT RESOLVED that the City adopts the proposed 2009 General Fund Budget of \$2,892,060.

BE IT RESOLVED by the Council of the City of Lake Elmo, County of Washington, Minnesota that the following proposed sums of money be levied for the current year, collectible in 2009, upon taxable property in the City of Lake Elmo, for the following purposes:

Total Levy    \$ 2,332,130

BE IT RESOLVED that the City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Washington County, Minnesota.

ADOPTED, by the Lake Elmo City Council on the 2nd day of September, 2008.

---

Dean Johnston  
Mayor

ATTEST:

---

Susan Hoyt  
City Administrator

*Scenario*

City of Lake Elmo  
2009 Proposed Property Tax Scenario  
Residential Homesteads (LEVY LIMIT ESTIMATE)

**2008 CITY PROPERTY TAXES**

Market Value 2008	Tax Capacity * 2008	City Local Tax Capacity Rate Pay 2008	City Property Taxes 2008
100,000	1,000	20.539%	205
300,000	3,000	20.539%	616
500,000	5,000	20.539%	1,027
700,000	7,500	20.539%	1,540

**2009 CITY PROPERTY TAXES (WITH NO MARKET VALUE INCREASE)**

Market Value 2009 <i>NO INCREASE</i>	Tax Capacity * 2009	City Local Tax Capacity Rate Pay 2009	City Property Taxes 2009	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
100,000	1,000	20.038%	200	(5)	-2.4%
300,000	3,000	20.038%	601	(15)	-2.4%
500,000	5,000	20.038%	1,002	(25)	-2.4%
700,000	7,500	20.038%	1,503	(38)	-2.4%

**2009 CITY PROPERTY TAXES (WITH 3% MARKET VALUE INCREASE)**

Market Value 2009 <i>INCREASE OF 3%</i>	Tax Capacity * 2009	City Local Tax Capacity Rate Pay 2009	City Property Taxes 2009	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
103,000	1,030	20.038%	206	1	0.5%
309,000	3,090	20.038%	619	3	0.5%
515,000	5,188	20.038%	1,040	13	1.2%
721,000	7,763	20.038%	1,556	15	1.0%

\* Tax Capacity rates for residential homesteads are 1.00% of the first \$500,000 of market value, plus 1.25% of any market value over \$500,000

# Proposed Pay 2009 Property Tax Impact Worksheet

Taxing District: 0800 Lake Elmo

## STEP 1 - Calculate the Taxing District's Tax Rate:

Item	Actual Pay 2008 (A)	Proposed Pay 2009 (B)	%	Change (C)
1. Levy before reduction for state aids	\$2,598,000	\$2,708,203		4.2%
2. State Aids	-	\$0		0.0%
3. <b>Certified Property Tax Levy</b>	=	\$2,598,000		4.2%
4. Fiscal Disparity Portion of Levy	-	\$126,138		36.7%
5. Local Portion of Levy	=	\$2,471,862		2.6%
6. Local Taxable Value <b>**Pay 2009 is a ROUGH ESTIMATE**</b>	+	12,026,689		5.2%
7. <b>Local Tax Rate</b>	=	20.553%		-2.5%
8. Market Value Referenda Levy	\$0	\$0		0.0%
9. Fiscal Disparity Portion of Levy (SDs only)	-	\$0		0.0%
10. Local Levy	=	\$0		0.0%
11. Referenda Market Value <b>**Pay 2009 is a ROUGH ESTIMATE**</b>	+	0		0.0%
12. <b>Market Value Referenda Rate</b>	=	0.00000%		0.0%

## STEP 2 - Calculate the Impact of the Taxing District's Rate on Residential Homestead Taxes:

13. Assumes a 1.0% change in market value from 2008 to 2009, which is the city median change.

(D) Taxable Market Value	(E) Tax Capacity	(F) Taxing District Gross Tax	(G) Total Mkt Value Hstd Credit	(H) Taxing District share of Credit	(I) Taxing District Net Tax
-----------------------------	---------------------	----------------------------------	------------------------------------	--	--------------------------------

Actual Pay 2008					
	500,000@1.0% rem @ 1.25%	(A7 x E) + (A12 X D)	76,000@.40% - rem@.09%	(G) x %	(F) - (H)
14.	Estimated Tax District rate as % of total rate:			30%	
15.	99,000	990	\$203.47	\$283.30	\$84.99
16.	148,500	1,485	\$305.21	\$238.75	\$71.63
17.	247,500	2,475	\$508.69	\$149.65	\$44.90
18.	495,000	4,950	\$1,017.37	\$0.00	\$0.00
19.	742,600	8,033	\$1,651.02	\$0.00	\$0.00

Proposed Pay 2009					
Pay 2007 MV X 1.010	500,000@1.0% rem @ 1.25%	(B7 x E) + (B12 x D)	76,000@.40% - rem@.09%	(G) x %	(F) - (H)
20.	Estimated Tax District rate as % of total rate:			30%	
21.	100,000	1,000	\$200.38	\$282.40	\$84.72
22.	150,000	1,500	\$300.57	\$237.40	\$71.22
23.	250,000	2,500	\$500.95	\$147.40	\$44.22
24.	500,000	5,000	\$1,001.90	\$0.00	\$0.00
25.	750,000	8,125	\$1,628.09	\$0.00	\$0.00

Percentage Change from 2007 to 2008					
26.	1.0%	1.0%	-1.5%	-0.3%	-0.3%
27.	1.0%	1.0%	-1.5%	-0.6%	-0.6%
28.	1.0%	1.0%	-1.5%	-1.5%	-1.5%
29.	1.0%	1.0%	-1.5%	0.0%	0.0%
30.	1.0%	1.1%	-1.4%	0.0%	0.0%

## Instructions for Calculating a Residential Homestead Property Tax:

- D. Taxable Market Value of Residential Homestead**  
Assumes that the Pay 2009 market value changed from Pay 2008 by 1.0%. The maximum increase allowed under the Limited Market Value law is the greater of: (1) 15% increase or (2) 50% of the difference from 2008 to 2009. Countywide, the median change in taxable market value from Pay 2008 to Pay 2009 is -1.1%.
- E. Calculate the Net Tax Capacity of a Residential Homestead**  
Pay 2008: 1st 500,000 of Market Value @ 1.00%, remainder @ 1.25%  
Pay 2009: 1st 500,000 of Market Value @ 1.00%, remainder @ 1.25%
- F. Calculate the taxing district's portion of the Gross Tax**  
Pay 2008: multiply the Pay 2008 net tax capacity (E) by the Pay 2008 tax capacity local tax rate (A7), plus multiply the Pay 2008 market value (D) by the Pay 2008 market value local tax rate (A12)  
Pay 2009: multiply the Pay 2009 net tax capacity (E) by the Pay 2009 tax capacity local tax rate (B7), plus multiply the Pay 2009 market value (D) by the Pay 2009 market value local tax rate (B12)
- G. Calculate the total market value homestead credit**  
0.40% of the first 76,000 of market value (D), reduced by 0.09% on the market value over 76,000  
The credit decreases as the market value over 76,000 increases, until a 414,000 home receives 0 credit.
- H. Calculate the taxing district's estimated share of market value homestead credit**  
The credit is apportioned to all taxing districts based on their share of the total tax rate.  
Example of 150,000 home :  $(76,000 \times .40\% = \$304) - (74,000 \times .09\% = \$66.60) = \$237.40$   
Assume the city is 30% of the total tax, then the city receives 30% of the Credit  $\$237.40 \times 30\% = \$71.22$   
The actual percentage will vary depending on the combination of county, city/town, school, and special taxing districts. See sheet "Line 14 data" for actual percentages from Pay 2008.
- I. Calculate the taxing district's portion of the Net Tax**  
Gross Tax (F) minus the taxing district's share of credit (H)
- 26-30. Calculate the % increase/decrease from 2008 to 2009**  
 $(2009 - 2008) / 2008$

GENERAL FUND  
REVENUE

~~3~~ 3

City of Lake Elmo  
General Fund  
Budget 2009

Account Number	Description	2007 Budget	2007 Actual	2008 Amended Budget	2008 Year-to-Date (07/15/08)	2009 Preliminary Budget	2008 to 2009 Change
101	<u>General Fund</u>						
	<u>Revenues and Transfers In</u>						
000	General						
0000	General						
101-000-0000-31010	Current Ad Valorem Taxes	\$2,428,600.00	\$1,866,889.04	\$2,221,486.00	\$0.00	\$2,332,130.00	5.0%
101-000-0000-31020	Delinquent Ad Valorem Taxes	\$0.00	\$23,459.40	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-31030	Mobile Home Tax	\$0.00	\$8,336.44	\$8,000.00	\$0.00	\$8,000.00	0.0%
101-000-0000-31040	Fiscal Disparities	\$112,613.00	\$106,232.34	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-31910	Penalty & Interest on Taxes	\$0.00	\$1,759.06	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-32110	Liquor License	\$7,200.00	\$7,200.00	\$7,200.00	\$0.00	\$7,200.00	0.0%
101-000-0000-32180	Wastehauler License	\$420.00	\$1,100.00	\$500.00	\$440.00	\$500.00	0.0%
101-000-0000-32181	General Contractor License	\$175.00	\$2,280.50	\$2,000.00	\$710.00	\$1,500.00	-25.0%
101-000-0000-32183	Heating Contractor License	\$1,500.00	\$1,260.00	\$800.00	\$640.00	\$795.00	-0.6%
101-000-0000-32184	Blacktopping Contractor License	\$100.00	\$60.00	\$60.00	\$0.00	\$60.00	0.0%
101-000-0000-32210	Building Permits	\$522,068.00	\$201,158.25	\$200,000.00	\$73,891.79	\$140,000.00	-30.0%
101-000-0000-32215	Surcharge	\$22,000.00	\$379.10	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-32220	Heating Permits	\$15,000.00	\$10,681.00	\$11,000.00	\$3,110.00	\$4,500.00	-59.1%
101-000-0000-32230	Plumbing Permits	\$11,000.00	\$9,059.00	\$11,000.00	\$3,250.00	\$4,500.00	-59.1%
101-000-0000-32231	Sewer Permits	\$15,000.00	\$3,025.00	\$2,000.00	\$1,000.00	\$1,500.00	-25.0%
101-000-0000-32240	Animal License	\$1,500.00	\$2,371.00	\$2,000.00	\$1,761.00	\$2,000.00	0.0%
101-000-0000-32250	Utility Permits	\$6,000.00	\$7,237.50	\$6,000.00	\$1,692.00	\$4,000.00	-33.3%
101-000-0000-32260	Burning Permit	\$1,000.00	\$1,540.00	\$1,200.00	\$805.00	\$1,000.00	-16.7%
101-000-0000-33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-33402	Homestead Credit Aid	\$0.00	\$40,390.61	\$0.00	\$0.00	\$0.00	N/A
101-000-0000-33418	MSA - Maintenance	\$0.00	\$20,610.00	\$67,275.00	\$33,637.50	\$67,275.00	0.0%
101-000-0000-33420	State Fire Aid	\$52,000.00	\$48,005.00	\$57,344.00	\$0.00	\$60,000.00	4.6%
101-000-0000-33422	PERA Aid	\$2,749.00	\$2,749.00	\$2,750.00	\$0.00	\$2,750.00	0.0%
101-000-0000-33426	Miscellaneous State Grants	\$0.00	\$3,014.00	\$0.00	\$735.00	\$0.00	N/A
101-000-0000-33620	Gravel Tax	\$3,253.00	\$3,021.54	\$3,250.00	\$2,457.63	\$2,500.00	-23.1%
101-000-0000-33621	Recycling Grant	\$15,270.00	\$15,570.00	\$15,270.00	\$0.00	\$15,000.00	-1.8%
101-000-0000-33622	Cable Franchise Revenue	\$29,910.00	\$28,681.37	\$27,000.00	\$31,579.82	\$30,000.00	11.1%
101-000-0000-34103	Zoning & Subdivision Fees	\$15,000.00	\$19,955.00	\$25,000.00	\$1,700.00	\$4,000.00	-84.0%
101-000-0000-34104	Plan Check Fees	\$334,350.00	\$68,622.71	\$86,160.00	\$24,654.00	\$45,000.00	-47.8%
101-000-0000-34105	Sale of Copies, Books, Maps	\$1,500.00	\$440.46	\$300.00	\$85.55	\$300.00	0.0%
101-000-0000-34107	Assessment Searches	\$100.00	\$195.00	\$150.00	\$135.00	\$150.00	0.0%
101-000-0000-34109	Clean Up Days	\$7,000.00	\$5,124.50	\$6,000.00	\$3,832.50	\$5,000.00	-16.7%
101-000-0000-34111	Cable Operation Reimbursement	\$2,000.00	\$1,729.76	\$2,000.00	\$617.60	\$2,400.00	20.0%
101-000-0000-35100	Fines	\$65,000.00	\$57,652.34	\$65,000.00	\$26,549.49	\$52,000.00	-20.0%
101-000-0000-36200	Miscellaneous Revenue	\$14,000.00	\$23,204.21	\$21,973.00	\$9,583.33	\$18,000.00	-18.1%
101-000-0000-36210	Interest Earnings	\$70,000.00	\$92,858.58	\$80,000.00	\$0.00	\$80,000.00	0.0%
101-000-0000-36230	Donations	\$0.00	\$9,000.00	\$0.00	\$8,500.00	\$0.00	N/A
101-000-0000-39200	Interfund Operating Transfers	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
0000	General	\$3,956,308.00	\$2,694,851.71	\$2,932,718.00	\$231,367.21	\$2,892,060.00	-1.4%
000	General	\$3,956,308.00	\$2,694,851.71	\$2,932,718.00	\$231,367.21	\$2,892,060.00	-1.4%
	<u>Revenues and Transfers In</u>	\$3,956,308.00	\$2,694,851.71	\$2,932,718.00	\$231,367.21	\$2,892,060.00	-1.4%
	<u>Revenues by Type</u>						
	Taxes/Franchise Fees	\$2,574,376.00	\$2,038,379.19	\$2,259,736.00	\$34,037.45	\$2,372,630.00	5.0%
	Licenses and Permits	\$937,313.00	\$315,974.06	\$329,920.00	\$111,953.79	\$212,555.00	-35.6%
	Intergovernmental	\$70,019.00	\$130,338.61	\$142,639.00	\$34,372.50	\$145,025.00	1.7%
	Charges for Services	\$25,600.00	\$27,444.72	\$33,450.00	\$6,370.65	\$11,850.00	-64.6%
	Fines	\$65,000.00	\$57,652.34	\$65,000.00	\$26,549.49	\$52,000.00	-20.0%
	Other	\$84,000.00	\$125,062.79	\$101,973.00	\$18,083.33	\$98,000.00	-3.9%
	Transfers In	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
		\$3,956,308.00	\$2,694,851.71	\$2,932,718.00	\$231,367.21	\$2,892,060.00	-1.4%

*General Fund  
EXPENDITURES*

2. B

City of Lake Elmo  
General Fund  
Budget 2009

Account Number	Description	2007 Budget	2007 Actual	2008 Amended Budget	2008 Year-to-Date (07/15/08)	2009 Preliminary Budget	2008 to 2009 Change
<u>Expenditures and Transfers Out</u>							
410	<u>General Government</u>						
1110	<u>Mayor &amp; Council</u>						
	Personnel Services	\$17,098.00	\$17,092.60	\$17,098.00	\$8,846.13	\$17,692.00	3.5%
	Other Services and Charges	\$26,200.00	\$13,322.68	\$26,200.00	\$7,425.60	\$16,300.00	-37.8%
1110	<u>Mayor &amp; Council</u>	\$43,298.00	\$30,415.28	\$43,298.00	\$16,271.73	\$33,992.00	-21.5%
1320	<u>Administration</u>						
	Personnel Services	\$202,413.00	\$170,488.28	\$348,432.00	\$168,719.52	\$292,342.00	-16.1%
	Supplies	\$11,400.00	\$6,780.94	\$11,500.00	\$3,519.86	\$11,000.00	-4.3%
	Other Services and Charges	\$209,856.00	\$141,329.38	\$187,075.00	\$89,437.41	\$165,850.00	-11.3%
1320	<u>Administration</u>	\$423,669.00	\$318,598.60	\$547,007.00	\$261,676.79	\$469,192.00	-14.2%
1410	<u>Elections</u>						
	Personnel Services	\$4,091.00	\$3,290.50	\$9,774.00	\$0.00	\$0.00	-100.0%
	Supplies	\$150.00	\$0.00	\$900.00	\$0.00	\$0.00	-100.0%
	Other Services and Charges	\$200.00	\$972.23	\$400.00	\$0.00	\$1,000.00	150.0%
	Capital Outlay	\$1,000.00	\$0.00	\$5,940.00	\$940.00	\$0.00	-100.0%
1410	<u>Elections</u>	\$5,441.00	\$4,262.73	\$17,014.00	\$940.00	\$1,000.00	-94.1%
1450	<u>Communications</u>						
	Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00	\$16,864.00	N/A
	Other Services and Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$39,500.00	N/A
1450	<u>Communications</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$56,364.00	N/A
1520/1530	<u>Finance and Accounting Services</u>						
	Personnel Services	\$93,502.00	\$68,421.51	\$89,041.00	\$30,637.35	\$45,571.00	-48.8%
	Supplies	\$3,400.00	\$1,165.88	\$2,000.00	\$694.96	\$1,500.00	-25.0%
	Other Services and Charges	\$68,000.00	\$47,018.46	\$66,550.00	\$62,235.75	\$61,050.00	-8.3%
1520/1530	<u>Finance and Accounting Services</u>	\$164,902.00	\$116,605.85	\$157,591.00	\$93,568.06	\$108,121.00	-31.4%
1910	<u>Planning &amp; Zoning</u>						
	Personnel Services	\$177,027.00	\$126,528.02	\$152,253.00	\$69,101.19	\$158,707.00	4.2%
	Supplies	\$2,500.00	\$2,278.83	\$3,000.00	\$422.77	\$2,750.00	-8.3%
	Other Services and Charges	\$22,900.00	\$142,155.00	\$59,250.00	\$31,224.19	\$41,200.00	-30.5%
1910	<u>Planning &amp; Zoning</u>	\$202,427.00	\$270,961.85	\$214,503.00	\$100,748.15	\$202,657.00	-5.5%
1930	<u>Engineering Services</u>						
	Other Services and Charges	\$45,000.00	\$116,003.20	\$94,000.00	\$48,014.63	\$68,000.00	-27.7%
1930	<u>Engineering Services</u>	\$45,000.00	\$116,003.20	\$94,000.00	\$48,014.63	\$68,000.00	-27.7%
1940	<u>City Hall</u>						
	Supplies	\$1,550.00	\$818.95	\$1,550.00	\$651.76	\$1,550.00	0.0%
	Other Services and Charges	\$36,975.00	\$32,071.91	\$38,975.00	\$19,525.72	\$39,393.00	1.1%
1940	<u>City Hall</u>	\$38,525.00	\$32,890.86	\$40,525.00	\$20,177.48	\$40,943.00	1.0%
410	<u>General Government</u>	\$923,262.00	\$869,738.37	\$1,113,938.00	\$541,396.84	\$980,269.00	-12.0%



City of Lake Elmo  
General Fund  
Budget 2009

Account Number	Description	2007 Budget	2007 Actual	2008 Amended Budget	2008 Year-to-Date (07/15/08)	2009 Preliminary Budget	2008 to 2009 Change
420	<u>Public Safety</u>						
2100	<u>Police</u>						
	Other Services and Charges	\$385,000.00	\$408,773.86	\$431,000.00	\$0.00	\$466,950.00	8.3%
2100	<u>Police</u>	\$385,000.00	\$408,773.86	\$431,000.00	\$0.00	\$466,950.00	8.3%
2150	<u>Prosecution</u>						
	Other Services and Charges	\$58,000.00	\$52,391.61	\$58,000.00	\$22,789.79	\$55,000.00	-5.2%
2150	<u>Prosecution</u>	\$58,000.00	\$52,391.61	\$58,000.00	\$22,789.79	\$55,000.00	-5.2%
2220	<u>Fire</u>						
	Personnel Services	\$262,697.00	\$241,272.20	\$256,192.00	\$83,580.74	\$223,449.00	-12.8%
	Supplies	\$18,750.00	\$20,844.04	\$18,600.00	\$10,665.10	\$29,220.00	57.1%
	Other Services and Charges	\$138,225.00	\$104,486.66	\$131,066.00	\$67,710.38	\$138,261.00	5.5%
	Capital Outlay	\$10,000.00	\$7,762.11	\$10,000.00	\$2,839.61	\$0.00	-100.0%
2220	<u>Fire</u>	\$429,672.00	\$374,365.01	\$415,858.00	\$164,795.83	\$390,930.00	-6.0%
2250	<u>Fire Relief</u>						
	Other Services and Charges	\$52,000.00	\$48,005.00	\$57,344.00	\$0.00	\$60,000.00	4.6%
2250	<u>Fire Relief</u>	\$52,000.00	\$48,005.00	\$57,344.00	\$0.00	\$60,000.00	4.6%
2400	<u>Building Inspection</u>						
	Personnel Services	\$245,835.00	\$140,496.30	\$104,121.00	\$44,636.52	\$163,880.00	57.4%
	Supplies	\$6,650.00	\$762.38	\$4,750.00	\$371.49	\$4,750.00	0.0%
	Other Services and Charges	\$50,385.00	\$9,544.61	\$21,585.00	\$4,427.36	\$19,950.00	-7.6%
	Capital Outlay	\$1,850.00	\$0.00	\$1,000.00	\$0.00	\$0.00	-100.0%
2400	<u>Building Inspection</u>	\$304,720.00	\$150,803.29	\$131,456.00	\$49,435.37	\$188,580.00	43.5%
2600	<u>Code Enforcement *</u>						
	Personnel Services	\$58,215.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Supplies	\$7,300.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Other Services and Charges	\$7,280.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Capital Outlay	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
2600	<u>Code Enforcement</u>	\$73,045.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	* Department not established						
2700	<u>Animal Control</u>						
	Supplies	\$150.00	\$0.00	\$150.00	\$0.00	\$150.00	0.0%
	Other Services and Charges	\$16,100.00	\$9,902.30	\$12,100.00	\$6,263.78	\$12,700.00	5.0%
2700	<u>Animal Control</u>	\$16,250.00	\$9,902.30	\$12,250.00	\$6,263.78	\$12,850.00	4.9%
2800	<u>Engineering</u>						
	Personnel Services	\$60,769.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Supplies	\$6,950.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	Other Services and Charges	\$2,800.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
2800	<u>Engineering</u>	\$70,519.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
	* Department not established						
420	<u>Public Safety</u>	\$1,389,206.00	\$1,044,241.07	\$1,105,908.00	\$243,284.77	\$1,174,310.00	6.2%

City of Lake Elmo  
General Fund  
Budget 2009

Account Number	Description	2007 Budget	2007 Actual	2008 Amended Budget	2008 Year-to-Date (07/15/08)	2009 Preliminary Budget	2008 to 2009 Change
430	<u>Public Works</u>						
3100	<u>Public Works</u>						
	Personnel Services	\$205,737.00	\$135,695.25	\$220,190.00	\$99,681.37	\$216,013.00	-1.9%
	Supplies	\$102,438.00	\$112,866.24	\$106,500.00	\$47,549.95	\$9,500.00	-91.1%
	Other Services and Charges	\$173,650.00	\$119,501.09	\$152,238.00	\$49,973.78	\$99,465.00	-34.7%
	Capital Outlay	\$13,000.00	\$2,021.87	\$10,000.00	\$4,566.72	\$0.00	-100.0%
3100	<u>Public Works</u>	<u>\$494,825.00</u>	<u>\$370,084.45</u>	<u>\$488,928.00</u>	<u>\$201,771.82</u>	<u>\$324,978.00</u>	<u>-33.5%</u>
3120	<u>Streets</u>						
	Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$60,860.00	N/A
	Other Services and Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	N/A
3120	<u>Streets</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$78,860.00</u>	<u>N/A</u>
3125	<u>Ice and Snow Removal</u>						
	Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$51,000.00	N/A
	Other Services and Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	N/A
3125	<u>Ice and Snow Removal</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$63,500.00</u>	<u>N/A</u>
3160	<u>Street Lighting</u>						
	Other Services and Charges	\$25,000.00	\$22,764.62	\$25,000.00	\$11,260.44	\$24,000.00	-4.0%
3160	<u>Street Lighting</u>	<u>\$25,000.00</u>	<u>\$22,764.62</u>	<u>\$25,000.00</u>	<u>\$11,260.44</u>	<u>\$24,000.00</u>	<u>-4.0%</u>
3200	<u>Recycling</u>						
	Supplies	\$6,000.00	\$2,739.75	\$6,000.00	\$547.50	\$3,500.00	-41.7%
	Other Services and Charges	\$10,000.00	\$10,000.00	\$9,000.00	\$412.16	\$11,500.00	27.8%
3200	<u>Recycling</u>	<u>\$16,000.00</u>	<u>\$12,739.75</u>	<u>\$15,000.00</u>	<u>\$959.66</u>	<u>\$15,000.00</u>	<u>0.0%</u>
3250	<u>Tree Program</u>						
	Other Services and Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$14,000.00	N/A
3250	<u>Tree Program</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$14,000.00</u>	<u>N/A</u>
430	<u>Public Works</u>	<u>\$535,825.00</u>	<u>\$405,588.82</u>	<u>\$528,928.00</u>	<u>\$213,991.92</u>	<u>\$520,338.00</u>	<u>-1.6%</u>

*Continued*

2-E

City of Lake Elmo  
General Fund  
Budget 2009

Account Number	Description	2007 Budget	2007 Actual	2008 Amended Budget	2008 Year-to-Date (07/15/08)	2009 Preliminary Budget	2008 to 2009 Change
450	<u>Culture, Recreation</u>						
5200	<u>Parks &amp; Recreation</u>						
	Personnel Services	\$131,896.00	\$119,416.85	\$141,911.00	\$60,413.87	\$172,379.00	21.5%
	Supplies	\$18,150.00	\$7,483.26	\$12,150.00	\$1,181.46	\$12,050.00	-0.8%
	Other Services and Charges	\$34,129.00	\$34,039.31	\$29,883.00	\$15,951.87	\$32,714.00	9.5%
5200	<u>Parks &amp; Recreation</u>	\$184,175.00	\$160,939.42	\$183,944.00	\$77,547.20	\$217,143.00	18.0%
450	<u>Culture, Recreation</u>	\$184,175.00	\$160,939.42	\$183,944.00	\$77,547.20	\$217,143.00	18.0%
	<u>Transfers Out</u>	\$895,640.00	\$156,000.00	\$0.00	\$0.00	\$0.00	N/A
	<u>Expenditures and Transfers Out</u>	\$3,928,108.00	\$2,656,507.68	\$2,932,718.00	\$1,076,220.73	\$2,892,060.00	-1.4%
101	<u>General Fund</u>	\$28,200.00	\$38,344.03	\$0.00	-\$844,853.52	\$0.00	N/A
	<u>Expenditures by Type</u>						
	Personnel Services	\$1,459,280.00	\$1,022,701.51	\$1,339,012.00	\$565,616.69	\$1,306,897.00	-2.4%
	Supplies	\$185,388.00	\$155,740.27	\$167,100.00	\$65,604.85	\$187,830.00	12.4%
	Other Services and Charges	\$1,361,700.00	\$1,312,281.92	\$1,399,666.00	\$436,652.86	\$1,397,333.00	-0.2%
	Capital Outlay	\$26,100.00	\$9,783.98	\$26,940.00	\$8,346.33	\$0.00	-100.0%
	Transfers Out	\$895,640.00	\$156,000.00	\$0.00	\$0.00	\$0.00	N/A
	<u>Expenditures by Type</u>	\$3,928,108.00	\$2,656,507.68	\$2,932,718.00	\$1,076,220.73	\$2,892,060.00	-1.4%