

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, JULY 8, 2003
CITY HALL, 7:00 P.M.**

The City Council is meeting as a legislative body to conduct the business of the City according to ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. CALL MEETING TO ORDER AT 7:00 P. M.

2. ROLL:

Councilmembers:

McCloskey _____ Christensen _____
Gill-Gerbig _____ Giannetti _____
Mayor Dains _____

Staff: Getschow _____

3. APPROVAL OF THE AGENDA

4. APPROVAL

- A. Approval of minutes of 6/24/03 City Council Meeting
- B. Approval of claims totaling \$61,937.85
- C. Approval of Pay Request #3 for the 2003 Street and Utility Improvements for S.M. Hentges and Sons in the amount of \$418,279.15

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS NOT ON THE AGENDA

Any member of the public may speak at this time on any item NOT on the agenda. In consideration of the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued under Additional Items at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer. Your participation, as prescribed by the Council's ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL, is welcomed and your cooperation is greatly appreciated.

FILE

6. CONSENT

7. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS/ CITIZENS ADDRESSING STREET AND UTILITY IMPROVEMENTS

A. Day in the Park, Saturday, July 12, 4:00-8:00 p.m.

8. INFORMATIONAL PRESENTATIONS

9. REPORTS

- A. Adult Foster Care House – Ramsey County
- B. 2003 Street and Utility Improvements Update *(no memorandum)*

10. PUBLIC HEARINGS

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL.

11. ACTION

- A. Approval of Quotations for the Demolition of 1728 Malvern pursuant to a Hazardous Building Removal Agreement
- B. Resolution 070803A: A Resolution of Intent to Participate in the Upgraded Metropolitan Public Safety Communication System (800 MHz).

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

15. ADJOURNMENT

**Lauderdale City Council
Meeting Minutes
June 24, 2003**

1. Meeting called to order at 7:10 P.M.

2. ROLL

Council present: Christensen, Giannetti, McCloskey, Gill-Gerbig and Mayor Dains

Staff present: Administrator Getschow and Assistant to the Administrator Bownik

3. APPROVAL OF THE AGENDA

A. Approval of Agenda. Motion by McCloskey, second by Christensen to approve the agenda. Motion carried unanimously.

4. APPROVAL

A. Approval of Minutes. Motion by Giannetti, second by Gill-Gerbig to approve the minutes of the June 10, 2003 City Council meeting. Motion carried unanimously.

B. Approval of Claims totaling \$57,124.44. Motion by McCloskey, second by Gill-Gerbig to approve the claims totaling \$57,124.44. Motion carried unanimously.

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS ITEMS NOT ON THE AGENDA

6. CONSENT

7. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS

8. INFORMATIONAL PRESENTATIONS

9. PUBLIC HEARINGS

A. *Lot Coverage Variance for the construction of a single-family house and attached garage at 1703 Eustis Street.* Assistant to the City Administrator Bownik stated that Roland Karjalahti, 1703 Eustis Street, is applying for a 2.5% variance to the lot coverage requirements to go from 30% to 32.5% for the purpose of constructing a house and attached garage. This property is currently a vacant lot that was assigned a separate property identification number (PIN) through Council action in 2002. The lot is 40 feet x 119 feet for a total square footage of 4760. The new house and attached garage is proposed to be 1548 square feet, which is 32.5% of the lot coverage. The site plan shows the structure meeting front, rear, and side yard setback requirements. The front yard setback is being met using the average of the adjacent structures rule because the houses on either side of the property are set back 25 feet from the front property line.

Bownik stated that Karjalahti's application addressed that fact that the lots on this block of Eustis Street are only 119 feet deep, compared to 129 feet for the lots directly across the alley on that block of Malvern Street. Most lots in the City have equal depths.

Bownik also stated that a lot coverage variance would not be needed if the covered porch proposed for the front of the house was changed to an open deck because only covered structures are considered when calculating lot coverage.

Bownik then stated that the Planning Commission did not meet to discuss the variance request but did receive the information packet and have been invited and encouraged to attend the council meeting in order to provide input to the Council.

The Mayor opened the public hearing at 7:17 p.m.

Roland Karjalahti, 1703 Eustis Street, stated that the main reason for applying for this variance was the lot depth issue. The fact that that the lots on his block of Eustis Street are only 119 feet deep, compared to the depth of 129 feet for the lots directly across the alley and throughout the rest of the City. He also stated that the house that he is constructing is an award-winning design for urban homes on small city lots by the Minnesota Housing Finance Agency (MHFA).

The Mayor closed the public hearing at 7:19 p.m.

B. Side Setback Variance for the construction of a deck at 1951 Pleasant Street. Assistant to the City Administrator Bownik stated that Daniel Gumnit, 1951 Pleasant Street, is applying for a 2-foot variance to the side yard setback requirement along the south property line to go from 5 feet to 3 feet for the purpose of reconstructing an existing open deck. The house, which is more than 6 feet from the property line has a 3-foot-wide open deck on the south side of the house that is currently 3 feet from the property line. Therefore, the deck is proposed to be rebuilt at the current non-conforming setback distance of 3 feet.

Bownik also stated that a shed encroaching beyond the north property line in to the adjacent property has been removed.

Bownik then stated that the Planning Commission did not meet to discuss the variance request but did receive the information packet and have been invited and encouraged to attend the council meeting in order to provide input to the Council.

The Mayor opened the public hearing at 7:22 p.m.

Daniel Gumnit, 1951 Pleasant Street, stated that his construction project is not encroaching any further into the side setback area than currently exists. He also stated that his neighbor to the south supports the project.

The Mayor closed the public hearing at 7:23 p.m.

10. ACTION

A. Lot Coverage Variance for the construction of a single-family house and attached garage at 1703 Eustis Street. Council member Christensen requested clarification on the fact that the new address for this house will be 1703 Eustis Street and not 1701 Eustis Street as stated in the memorandum.

Council member Gill-Gerbig stated that she could support this variance due to the small lot depth issue and the fact that this request is for a minimal amount of extra lot coverage.

Motion by McCloskey, second by Gill-Gerbig to approve the 2.5% variance to the lot coverage requirements to go from 30% to 32.5% for the purpose of constructing a house and attached garage. This is approved due to the fact that this property has a minimal amount of lot depth as compared to other lots thus creating the need for a lot coverage variance. Roll: Yes: all. Motion carried.

B. Side Setback Variance for the construction of a deck at 1951 Pleasant Street. Council member Gill-Gerbig stated that she supported this variance because it does not propose any further encroachment into the side setback than already exists. Also, the request is minimal and is needed for ingress and egress from the house to the deck.

Motion by Christensen, second by Gianetti to approve the 2-foot variance to the side yard setback requirement along the south property line to go from 5 feet to 3 feet for the purpose of reconstructing an existing open deck. Roll: Yes: all.
Motion carried.

C. Approval to reschedule the July 22, 2003 City Council meeting to July 29, 2003. Motion by Gill-Gerbig, second by McCloskey to reschedule the July 22, 2003 City Council meeting to July 29, 2003. Roll: Yes: all. Motion carried.

11. REPORTS

A. Day in the Park. Assistant to the City Administrator Bownik presented a detailed report on the upcoming Day in the Park event that is scheduled from 4:00-8:00 p.m. on Saturday, July 12, 2003.

12. DISCUSSION

13. ITEMS REMOVED FROM THE CONSENT AGENDA

14. ADDITIONAL ITEMS

A. Power Outage. The Mayor stated that due to last evening's storms there was a power outage on his block. He stated that the Fire Department did a good job responding.

15. SET AGENDA FOR NEXT MEETING

1. 2003 Improvements Update and Pay Request
2. Agreement to Demolish 1728 Malvern Street

16. ADJOURNMENT

Motion by Christensen, second by Gill-Gerbig to adjourn at 7:35 P.M. Ayes: All.

CITY OF LAUDERDALE
Claims for Approval
July 8, 2003 City Council Meeting

<u>Payroll</u>		
07/04/03 Payroll:	Check # 7390-7394	\$6,146.79
07/04/03 Payroll:	EFT: Federal Withholding Taxes/FICA	\$2,479.95
07/04/03 Payroll:	EFT: PERA	\$1,036.43
07/04/03 Payroll:	EFT: ICMA Retirement Fund	\$1,280.43
<u>Vendor Claims</u>		
07/08/03 Claims:	Check # 16420-16434, 16436	\$50,994.25

Subtotal of Claims From Above **\$61,937.85**

SM Hentges: Check # 16435 **\$418,279.15**

Total Claims for Approval	\$480,217.00
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CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
007393	000000005	HUGHES, JOSEPH A	14	BI-WEEKLY	\$1,317.48	7/4/03	Outstanding
007394	000000037	WALSH, KEVIN	14	BI-WEEKLY	\$812.84	7/4/03	Outstanding
007389		VOID	14		\$0.00	7/4/03	Void
007390	000000011	BOWNIK, JAMES	14	BI-WEEKLY	\$1,000.43	7/4/03	Outstanding
007391	000000003	GETSCHOW, RICK	14	BI-WEEKLY	\$1,874.79	7/4/03	Outstanding
007392	000000002	HINRICHS, DAVID C	14	BI-WEEKLY	\$1,141.25	7/4/03	Outstanding
					<u>\$6,146.79</u>		

CITY OF LAUDERDALE

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Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name BANYON DATA SYSTEM				
016420	7/8/03	070803claims 10432	\$298.84	annual support, fixed assets
<i>Search Name BANYON DATA SYSTEM</i>			\$298.84	
Search Name BLUE CHIP TREE CO., INC.				
016421	7/8/03	070803claims 7/8/03	\$708.23	03 storm cleanup
<i>Search Name BLUE CHIP TREE CO., INC.</i>			\$708.23	
Search Name BONESTROO, ROSENE, ANDERLIK				
016422	7/8/03	070803claims 98701	\$172.00	05/03 storm water permit
016422	7/8/03	070803claims 98700	\$451.00	05/03 03 st/util imp
016422	7/8/03	070803claims 98697	\$513.00	05/03 00 st/util imp
016422	7/8/03	070803claims 98698	\$4,538.34	05/03 02 st/util imp
016422	7/8/03	070803claims 98699	\$34,276.56	05/03 03 st/util imp
<i>Search Name BONESTROO, ROSENE, ANDERLIK</i>			\$39,950.90	
Search Name BRIGGS & MORGAN				
016423	7/8/03	070803claims 7/8/03	\$2,750.00	03 st/util imp bond counsel services
<i>Search Name BRIGGS & MORGAN</i>			\$2,750.00	
Search Name CINTAS				
016424	7/8/03	070803claims 7/8/03	\$74.46	6/23, 6/30 pw uniforms
<i>Search Name CINTAS</i>			\$74.46	
Search Name EAST HENNEPIN AUTO SERVICE INC				
016425	7/8/03	070803claims 7/8/03	\$17.71	06/03 truck fuel
016425	7/8/03	070803claims 7/8/03	\$17.71	06/03 truck fuel
<i>Search Name EAST HENNEPIN AUTO SERVICE INC</i>			\$35.42	
Search Name GETSCHOW, RICK				
016426	7/8/03	070803claims 7/8/03	\$138.88	lodging reimb lmnc conference
<i>Search Name GETSCHOW, RICK</i>			\$138.88	
Search Name HOME DEPOT CRC				
016427	7/8/03	070803claims 3152454	\$136.69	shovel, broom, pan, etc
<i>Search Name HOME DEPOT CRC</i>			\$136.69	
Search Name HUGHES & COSTELLO				
016428	7/8/03	070803claims 7/8/03	\$50.75	07/03 legal print/process
016428	7/8/03	070803claims 7/8/03	\$850.00	07/03 legal retainer
<i>Search Name HUGHES & COSTELLO</i>			\$900.75	
Search Name JUMPIN JAX				
016429	7/8/03	070803claims 7/8/03	\$148.04	03 bounce house daynprk
<i>Search Name JUMPIN JAX</i>			\$148.04	
Search Name KENNEDY & GRAVEN				
016430	7/8/03	070803claims 56653	\$512.47	05/03 legal services
016430	7/8/03	070803claims 56653	\$1,159.75	05/03 legal services
<i>Search Name KENNEDY & GRAVEN</i>			\$1,672.22	
Search Name MOODY'S INVESTORS SERVICE				
016431	7/8/03	070803claims f1426513	\$3,250.00	03 st/util bond rating services

CITY OF LAUDERDALE

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Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
<i>Search Name MOODY'S INVESTORS SERVICE</i>			\$3,250.00	
Search Name NORTH STAR BANK, PETTY				
016432	7/8/03	070803claims 7/8/03	\$50.40	mileage rick
016432	7/8/03	070803claims 7/8/03	\$11.18	coffee
016432	7/8/03	070803claims 7/8/03	\$4.42	certified mail
016432	7/8/03	070803claims 7/8/03	\$17.68	certified mail
016432	7/8/03	070803claims 7/8/03	\$2.02	emergency cards
<i>Search Name NORTH STAR BANK, PETTY</i>			\$85.70	
Search Name OFFICE MAX				
016433	7/8/03	070803claims 7/8/03	\$59.77	general office supplies
<i>Search Name OFFICE MAX</i>			\$59.77	
Search Name PARK SERVICE				
016434	7/8/03	070803claims 7/8/03	\$57.56	06/03 truck fuel
016434	7/8/03	070803claims 7/8/03	\$57.56	06/03 truck fuel
016434	7/8/03	070803claims 7/8/03	\$110.90	truck repair
<i>Search Name PARK SERVICE</i>			\$226.02	
Search Name SM HENTGES & SONS				
016435	7/8/03	070803claims pay req 3	\$418,279.15	03 st/util imp
<i>Search Name SM HENTGES & SONS</i>			\$418,279.15	
Search Name US BANK, DEBT SERVICES				
016436	7/8/03	070803claims	\$558.33	03 st/util bonds admin fees
<i>Search Name US BANK, DEBT SERVICES</i>			\$558.33	
Grand Total			\$469,273.40	



Owner: City of Lauderdale, 1891 Walnut St., Lauderdale, MN 55113	Date: June 30, 2003
For Period: 6/5/2003 to 6/30/2003	Request No: 3
Contractor: S. M. Hentges and Sons Inc., 650 Quaker Ave. Ste. 200, Jordan, MN 55352	

**CONTRACTOR'S REQUEST FOR PAYMENT
2003 UTILITY AND STREET IMPROVEMENTS
BRA FILE NO. 532-02-103**

SUMMARY

1	Original Contract Amount		\$	<u>1,696,724.39</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>1,696,724.39</u>
5	Value Completed to Date		\$	<u>758,232.26</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>758,232.26</u>
8	Less Retainage 5%		\$	<u>37,911.61</u>
9	Subtotal		\$	<u>720,320.65</u>
10	Less Amount Paid Previously		\$	<u>302,041.50</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3</u>		\$	<u><u>418,279.15</u></u>

Recommended for Approval by:
BONESTROO, ROSENE, ANDERLIK & ASSOCIATES, INC.

Approved by Contractor:
S M HENTGES AND SONS INC

Approved by Owner:
CITY OF LAUDERDALE

Specified Contract Completion Date:
October 31, 2003

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
PART 1 - STREETS:							
1	MOBILIZATION	LS	1	69081.09	0.2	0.7	\$48,356.76
2	TRAFFIC CONTROL	LS	1	7000.00	0.2	0.7	\$4,900.00
3	SILT FENCE, REGULAR	LF	400	1.50	53	53	\$79.50
4	WOOD FIBER BLANKET	SY	400	3.10			\$0.00
5	HAY BALES	EA	10	8.00			\$0.00
6	SEEDING	AC	0.3	3780.00			\$0.00
7	RECLAIM BITUMINOUS PAVEMENT	SY	22000	0.75		21370	\$16,027.50
8	REMOVE BITUMINOUS PAVEMENT	SY	1900	3.50	100	500	\$1,750.00
9	REMOVE CONCRETE SIDEWALK	SF	3450	0.40	100	500	\$200.00
10	REMOVE CONCRETE CURB AND GUTTER	LF	30	3.00	60	90	\$270.00
11	REMOVE CONCRETE PAVEMENT	SF	5400	0.50	1500	3000	\$1,500.00
12	REMOVE FENCE	LF	550	2.00	489	489	\$978.00
13	REMOVE CONCRETE STEP	EA	60	50.00	3	19	\$950.00
14	CLEAR AND GRUB	TREE	22	200.00	0.5	9.5	\$1,900.00
15	ADJUST MANHOLE CASTING	EA	2	200.00			\$0.00
16	ADJUST VALVE BOX	EA	2	125.00			\$0.00
17	COMMON EXCAVATION (P)	CY	20875	8.19	13000	15000	\$122,850.00
18	EXCAVATION - TRAIL	LF	130	12.00			\$0.00
19	SELECT GRANULAR BORROW (CV)	CY	8500	11.65	4083	4823	\$56,187.95
20	SUBGRADE EXCAVATION (EV)	CY	1000	7.25			\$0.00
21	GEOTEXTILE FABRIC, TYPE IV	SY	26500	1.00	12249	14465	\$14,465.00
22	4" PERFORATED POLYETHYLENE PIPE	LF	1600	3.75	660	1160	\$4,350.00
23	CONNECT DRAIN TILE TO STRUCTURE	EA	32	50.00	13	23	\$1,150.00
24	AGGREGATE BASE, CLASS 5 (CV)	CY	6400	18.00	2724	3217	\$57,906.00
25	AGGREGATE BASE, CLASS 5 - TRAIL (CV)	CY	45	21.25			\$0.00
26	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1250	1.50			\$0.00
27	BITUMINOUS BASE COURSE TYPE 31	TN	2800	32.50			\$0.00
28	BITUMINOUS WEAR COURSE TYPE 41	TN	2100	35.50			\$0.00
29	BITUMINOUS WEAR COURSE TYPE 41A - TRA	TN	20	62.00			\$0.00
30	BITUMINOUS PATCHING	SY	740	44.75			\$0.00
31	BITUMINOUS DRIVEWAY PATCHING	SY	770	21.50			\$0.00
32	B618 CONCRETE CURB AND GUTTER	LF	13125	7.60	6707	6707	\$50,973.20
33	CONCRETE STREET PATCHING	SF	150	11.80			\$0.00
34	7" CONCRETE DRIVEWAY PAVEMENT	SF	9400	5.20	2006	2006	\$10,431.20
35	CONCRETE STEP	EA	60	170.00			\$0.00
36	4" CONCRETE SIDEWALK	SF	3450	3.25	102	102	\$331.50
37	PEDESTRIAN CURB RAMP	EA	3	200.00			\$0.00
38	SODDING, LAWN TYPE	SY	15000	1.80			\$0.00
39	STREET NAME SIGN (2 BLADES), INCL POST AND HARDWARE	EA	8	230.00			\$0.00
40	DITCHING	LF	360	10.00			\$0.00
	Total PART 1 - STREETS:						\$395,556.61
	PART 1 - STREETS: - Bid Amount Total - \$967,850.09						
PART 2 - ALLEY IMPROVEMENTS:							
41	REMOVE BITUMINOUS PAVEMENT	SY	40	5.00	5	5	\$25.00
42	REMOVE CONCRETE PAVEMENT	SF	30	0.75	85	85	\$63.75
43	CLEAR AND GRUB	LS	1	1000.00	0.3	0.8	\$800.00
44	COMMON EXCAVATION (EV)	CY	1500	10.00	1207	1207	\$12,070.00
45	MOTOR GRADER WITH OPERATOR	HR	50	100.00			\$0.00
46	FRONT END LOADER WITH OPERATOR	HR	20	105.00			\$0.00
47	SKIDSTEER (BOBCAT) WITH OPERATOR	HR	85	82.00			\$0.00
48	AGGREGATE BASE, CLASS 5	TN	1500	10.50			\$0.00
49	BITUMINOUS MATERIAL FOR TACK COAT	GAL	280	1.50			\$0.00
50	BITUMINOUS BASE COURSE TYPE 31	TN	700	36.00			\$0.00
51	BITUMINOUS WEAR COURSE TYPE 41	TN	530	38.50			\$0.00
	Total PART 2 - ALLEY IMPROVEMENTS:						\$12,958.75
	PART 2 - ALLEY IMPROVEMENTS: - Bid Amount Total - \$92,067.50						
PART 3 - STORM SEWER:							
52	REMOVE MANHOLE	EA	13	150.00	7	9	\$1,350.00
53	REMOVE CATCH BASIN	EA	6	150.00	3	6	\$900.00
54	REMOVE REINFORCED CONCRETE PIPE (RCF)	LF	1100	7.00	215	1462	\$10,234.00
55	REMOVE CORRUGATED METAL PIPE (CMP) AND HDPE PIPE	LF	2200	6.00	252	299	\$1,794.00
56	BULKHEAD EXISTING STORM SEWER	EA	2	75.00	1	1	\$75.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
57	SALVAGE AND REINSTALL CONCRETE PIPE	LF	14	22.00			\$0.00
58	CLEAR AND GRUB	LS	1	1100.00	0.2	0.8	\$880.00
59	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	1000	0.01			\$0.00
60	RESTRICTED TRENCH	LF	282	10.00			\$0.00
61	12" RCP STORM SEWER, CLASS 5	LF	1200	23.00	672	953	\$21,919.00
62	15" RCP STORM SEWER, CLASS 5	LF	560	24.00	287	287	\$6,888.00
63	18" RCP STORM SEWER, CLASS 5	LF	1430	26.00	574	974	\$25,324.00
64	21" RCP STORM SEWER, CLASS 5	LF	535	30.00			\$0.00
65	30" RCP STORM SEWER, CLASS 4	LF	300	47.80		294	\$14,053.20
66	12" RCP FLARED END SECTION, INCL TRASH GUARD	EA	1	752.00	1	1	\$752.00
67	18" RCP FLARED END SECTION, INCL TRASH GUARD	EA	1	1025.00			\$0.00
68	CLASS III RANDOM RIPRAP	CY	12	75.00			\$0.00
69	2' X 3' CATCH BASIN	EA	9	1112.00	4	6	\$6,672.00
70	SHALLOW CATCH BASIN	EA	3	1024.00	2	3	\$3,072.00
71	6' DIA STORM SEWER CBMH, INC 2' SUMP, R- 4342 CSTG	EA	1	3825.00			\$0.00
72	5' DIA STORM SEWER MH, INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	1	2769.00			\$0.00
73	5' DIA STORM SEWER CBMH, INC R-3067-V, CSTG AND CONC ADJ RINGS	EA	1	2629.00		2	\$5,258.00
74	4' DIA STORM SEWER MH, INC 2' SUMP, R- 1642-B CSTG	EA	1	1928.00			\$0.00
75	4' DIA STORM SEWER MH, INCL R-1642-B CSTG	EA	3	1788.00	1	1	\$1,788.00
76	4' DIA STORM SEWER CBMH, INC R-3067-V, CSTG AND CONC ADJ RINGS	EA	27	1788.00	10	19	\$33,972.00
77	4' DIAMETER STRUCTURE OVERDEPTH	LF	2	79.00		2.7	\$213.30
78	CONSTRUCT MH OVER EXISTING PIPE	EA	2	750.00		1	\$750.00
79	CONNECT TO EXISTING STORM SEWER SERVICE	EA	3	500.00			\$0.00
80	CONNECT TO EXISTING CBMH	EA	1	600.00			\$0.00
	Total PART 3 - STORM SEWER:						\$135,894.50
	PART 3 - STORM SEWER: - Bid Amount Total - \$221,054.00						

PART 4 - SANITARY SEWER:

81	BYPASS PUMPING	LS	1	3500.00	0.3	0.8	\$2,800.00
82	REMOVE MANHOLE	EA	13	150.00	3	10	\$1,500.00
83	REMOVE LIFT STATION	LS	1	5000.00	1	1	\$5,000.00
84	REMOVE SANITARY SEWER PIPE	LF	3510	0.01	312	2500	\$25.00
85	REMOVE FORCEMAIN PIPE	LF	2880	6.00	628	1692	\$10,152.00
86	REMOVE SANITARY SEWER SERVICE PIPE	LF	4050	1.00	277	1200	\$1,200.00
87	BULKHEAD EXISTING SANITARY SEWER	EA	1	75.00			\$0.00
88	ABANDON MANHOLE	EA	1	175.00			\$0.00
89	CLEAR AND GRUB	LS	1	1100.00			\$0.00
90	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	1500	0.01	10	20	\$0.20
91	4' DIAMETER SANITARY MANHOLES (10' DEEP	EA	12	1859.00	1	6	\$11,154.00
92	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	17.8	78.00	7	14	\$1,092.00
93	8" PVC SANITARY SEWER, SDR 35, 0'-10' DEEP	LF	437	20.50	98	468	\$9,594.00
94	8" PVC SANITARY SEWER, SDR 35, 10'-12' DEEP	LF	849	22.50	174	670	\$15,075.00
95	8" PVC SANITARY SEWER, SDR 35, 12'-14' DEEP	LF	1192	24.50	356	677	\$16,586.50
96	8" PVC SANITARY SEWER, SDR 35, 14'-16' DEEP	LF	585	26.50		396	\$10,494.00
97	8" PVC SANITARY SEWER, SDR 35, 16'-18' DEEP	LF	420	32.50	58	358	\$11,635.00
98	8" PVC SANITARY SEWER, SDR 35, 18'-20' DEEP	LF	235	42.50			\$0.00
99	CORE DRILL CONNECTION TO EXISTING MANHOLE	EA	2	900.00		2	\$1,800.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
100	CONNECT TO EXISTING SANITARY SEWER 8" VCP PIPE	EA	3	430.00		3	\$1,290.00
101	CONSTRUCT MANHOLE OVER EXISTING PIPE	EA	3	2169.00	1	2	\$4,338.00
102	8" DIP OUTSIDE DROP INLET PIPE	LF	8.9	378.00	4.1	7.9	\$2,986.20
103	8" DIP SANITARY SEWER	LF	40	24.00	105	119	\$2,856.00
104	CLOSED CIRCUIT TV INSPECTION	LF	3758	0.70			\$0.00
105	8" X 4" PVC WYE, SDR 26	EA	123	39.00	16	64	\$2,496.00
106	8" X 6" PVC WYE, SDR 26	EA	4	51.00	1	2	\$102.00
107	8" X 8" PVC WYE, SDR 26	EA	1	105.00		1	\$105.00
108	RECONSTRUCT INVERT	EA	2	300.00		2	\$600.00
109	4" PVC, SDR 26 SERVICE PIPE	LF	4000	12.00	221	1073	\$12,876.00
110	6" PVC, SDR 26 SERVICE PIPE	LF	70	13.00	33	33	\$429.00
111	4" PVC, SDR 26 RISER PIPE	LF	150	12.00	7	117	\$1,404.00
112	6" PVC, SDR 26 RISER PIPE	LF	10	13.00			\$0.00
113	CONNECT TO EXISTING SEWER SERVICE	EA	125	155.00	11	51	\$7,905.00
114	INSULATION, 3" THICK	SY	7	13.50			\$0.00
Total PART 4 - SANITARY SEWER:							\$135,494.90
PART 4 - SANITARY SEWER: - Bid Amount Total - \$245,848.80							

PART 5 - WATER MAIN:

115	REMOVE HYDRANT	EA	7	275.00	1	4	\$1,100.00
116	REMOVE GATE VALVE AND BOX	EA	7	100.00		4	\$400.00
117	REMOVE WATER MAIN	LF	6000	5.00	570	2870	\$14,350.00
118	WATER MAIN TRENCH	LF	5575	8.00	570	2870	\$22,960.00
119	WATER SERVICE TRENCH	LF	4450	10.00	873	1273	\$12,730.00
120	MECHANICAL TRENCH COMPACTION	LF	10025	1.00	1043	3743	\$3,743.00
121	PIPE BEDDING	LF	5575	2.00	1043	3743	\$7,486.00
122	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	2500	0.01			\$0.00
123	BACK HOE WITH OPERATOR	HR	10	150.00			\$0.00
124	INSULATION, 3" THICK	SY	7	4.50	1	2	\$9.00
Total PART 5 - WATER MAIN:							\$62,778.00
PART 5 - WATER MAIN: - Bid Amount Total - \$144,456.50							

**PART 6 - WARMING HOUSE DRIVE AND
PARKING AREA:**

125	MOBILIZATION	LS	1	500.00			\$0.00
126	SEEDING	AC	0.1	5100.00			\$0.00
127	COMMON EXCAVATION (EV)	CY	25	15.00			\$0.00
128	15" RCP CULVERT, CLASS 5	LF	40	26.00			\$0.00
129	15" RCP FLARED END SECTION, INCL TRASH GUARD	EA	2	621.00			\$0.00
130	AGGREGATE BASE, CLASS 5	TN	80	11.00			\$0.00
131	BITUMINOUS MATERIAL FOR TACK COAT	GAL	20	1.50			\$0.00
132	BITUMINOUS BASE COURSE TYPE 31	TN	45	36.00			\$0.00
133	BITUMINOUS WEAR COURSE TYPE 41	TN	33	38.50			\$0.00
Total PART 6 - WARMING HOUSE DRIVE AND PARKING AREA:							\$0.00
PART 6 - WARMING HOUSE DRIVE AND PARKING AREA: - Bid Amount Total - \$7,467.50							

**ALTERNATE NO. 1 - NATURE AREA
DRAINAGE IMPROVEMENTS:**

134	MOBILIZATION	LS	1	2000.00		1	\$2,000.00
135	CLEAR AND GRUB	TREE	15	200.00		9	\$1,800.00
136	WOOD FIBER BLANKET	SY	400	3.10		355	\$1,100.50
137	REMOVE STORM SEWER PIPE	LF	60	10.00		68	\$680.00
138	REMOVE CONCRETE SLAB AND HEADWALL	LS	1	700.00			\$0.00
139	REMOVE AND REPLACE FENCE	LF	50	7.00		90	\$630.00
140	COMMON EXCAVATION	LS	1	1000.00		1	\$1,000.00
141	COMMON BORROW (LV)	CY	30	3.00			\$0.00
142	TOPSOIL BORROW (LV)	CY	16	15.00			\$0.00
143	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	71	4.00			\$0.00
144	RESTRICTED TRENCH	LF	71	15.00			\$0.00
145	CONNECT TO EXISTING STORM MANHOLE	EA	1	750.00		1	\$750.00
146	18" HDPE STORM SEWER	LF	53	33.00		69	\$2,277.00
147	18" RCP STORM SEWER, CLASS 5	LF	8	40.00		18	\$720.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
148	18" RCP FLARED END SECTION, INCL TRASH GUARD	EA	1	1064.00		1	\$1,064.00
149	CLASS III GROUTED RIPRAP	CY	18	90.00		18	\$1,620.00
150	4' DIA STORM SEWER MH. INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	1	1908.00		1	\$1,908.00
Total ALTERNATE NO. 1 - NATURE AREA DRAINAGE IMPROVEMENTS:							\$15,549.50
ALTERNATE NO. 1 - NATURE AREA DRAINAGE IMPROVEMENTS: - Bid Amount Total - \$17,980.00							

Total PART 1 - STREETS:	\$395,556.61
Total PART 2 - ALLEY IMPROVEMENTS:	\$12,958.75
Total PART 3 - STORM SEWER:	\$135,894.50
Total PART 4 - SANITARY SEWER:	\$135,494.90
Total PART 5 - WATER MAIN:	\$62,778.00
Total PART 6 - WARMING HOUSE DRIVE AND PARKING AREA:	\$0.00
Total ALTERNATE NO. 1 - NATURE AREA DRAINAGE IMPROVEMENTS:	\$15,549.50
Total Work Completed To Date	\$758,232.26

PROJECT PAYMENT STATUS

OWNER CITY OF LAUDERDALE

BRA FILE NO. 532-02-103

CONTRACTOR S M HENTGES AND SONS INC

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	04/01/2003	05/02/03	73,546.48	3,870.87	77,417.35
2	05/03/2003	06/04/03	228,495.02	15,896.92	317,938.42
3	06/05/2003	06/30/03	418,279.15	37,911.61	758,232.26

Material on Hand

Total Payment to Date		\$720,320.65	Original Contract	\$1,696,724.39
Retainage Pay No.	3	37,911.61	Change Orders	
Total Amount Earned		\$758,232.26	Revised Contract	\$1,696,724.39

Lauderdale City Council Memorandum

Council Meeting Date: July 8, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: 1889 Eustis Street - Adult Foster Home

BACKGROUND:

There have been phone calls and concerns regarding the adult foster care home on Eustis Street. Two weeks ago, a memorandum was provided to the City Council with contact information and State Statute language. As you know, the city can not regulate the type of adult foster home at 1889 Eustis. In fact, the State of Minnesota has apparently told Ramsey County that they should not even notify the municipalities about these particular foster homes. Nonetheless, we still have been receiving phone calls questioning the regulations and questioning what the State and the County has told residents and the City regarding the types of adults that will be living in this foster home.

We have asked a public health representative(s) from Ramsey County to attend the meeting to update the Council on this foster home and to answer any questions that the Council or residents attending the meeting may have on this issue.

I have included in this packet the memorandum that I provided previously in this packet for your review.

ENCLOSURES:

1. Contact Information
2. State Statutes Chapter 245A - regarding adult foster care

Last week City staff learned that an adult foster care program was moving into the recently sold house at 1889 Eustis Street. After speaking with the foster care manager and program director, a Ramsey County foster care official, the City of Roseville, and the State of Minnesota Dept. of Public Health, the City gained the following information:

- The State of MN, statute 245A.11 part II, regulates all aspects of the adult foster care system. The residential programs must have 5 or less individuals in care that are age 55 or over and do not have serious and persistent mental illness or a developmental disability. The home in Lauderdale will consist of 4 individuals age 55 or older with a staff member assisting the individuals. The State of MN contact is Kelly St. Johns at 651-297-7520.
- The adult foster care group moving into the City of Lauderdale is currently living in Roseville near County Rd. B and Midlothian Rd.
- The City of Roseville has 30-40 similar type homes and rarely has any contact with owners or residents of the home. (Contact—Dawn Munson, 651-415-2120)
- The Ramsey County contact is Linda Messer (651-266-4240) who oversees the adult foster care program and assures the County that the home is in good shape for the occupants and meets all fire and building codes.
- Dungarin Minnesota, Inc. based out of St. Paul runs the adult foster care program. The contact for the company is David Watson at 651-699-6050.

Minnesota Statutes 2002, Table of Chapters

Table of contents for Chapter 245A

245A.11 Special conditions for residential programs.

Subdivision 1. **Policy statement.** It is the policy of the state that persons shall not be excluded by municipal zoning ordinances or other land use regulations from the benefits of normal residential surroundings.

Subd. 2. Permitted single-family residential use.

Residential programs with a licensed capacity of six or fewer persons shall be considered a permitted single-family residential use of property for the purposes of zoning and other land use regulations, except that a residential program whose primary purpose is to treat juveniles who have violated criminal statutes relating to sex offenses or have been adjudicated delinquent on the basis of conduct in violation of criminal statutes relating to sex offenses shall not be considered a permitted use. This exception shall not apply to residential programs licensed before July 1, 1995. Programs otherwise allowed under this subdivision shall not be prohibited by operation of restrictive covenants or similar restrictions, regardless of when entered into, which cannot be met because of the nature of the licensed program, including provisions which require the home's occupants be related, and that the home must be occupied by the owner, or similar provisions.

Subd. 2a. Adult foster care license capacity. (a) An adult foster care license holder may have a maximum license capacity of five if all persons in care are age 55 or over and do not have a serious and persistent mental illness or a developmental disability.

(b) The commissioner may grant variances to paragraph (a) to allow a foster care provider with a licensed capacity of five persons to admit an individual under the age of 55 if the variance complies with section 245A.04, subdivision 9, and approval of the variance is recommended by the county in which the licensed foster care provider is located.

(c) The commissioner may grant variances to paragraph (a) to allow the use of a fifth bed for emergency crisis services for a person with serious and persistent mental illness or a developmental disability, regardless of age, if the variance complies with section 245A.04, subdivision 9, and approval of the variance is recommended by the county in which the licensed foster care provider is located.

Subd. 2b. Adult foster care; family adult day care. An adult foster care license holder licensed under the conditions in subdivision 2a may also provide family adult day care for adults age 55 or over if no persons in the adult foster or adult family day care program have a serious and persistent mental illness or a developmental disability. The maximum combined capacity for adult foster care and family adult day care is five adults, except that the commissioner may grant a

variance for a family adult day care provider to admit up to seven individuals for day care services, if all of the following requirements are met: (1) the variance complies with section 245A.04, subdivision 9; (2) a second caregiver is present whenever six or more clients are being served; and (3) the variance is recommended by the county social service agency in the county where the provider is located. A separate license is not required to provide family adult day care under this subdivision. Adult foster care homes providing services to five adults under this section shall not be subject to licensure by the commissioner of health under the provisions of chapter 144, 144A, 157, or any other law requiring facility licensure by the commissioner of health.

Subd. 3. Permitted multifamily residential use.

Unless otherwise provided in any town, municipal, or county zoning regulation, a licensed residential program with a licensed capacity of seven to 16 persons shall be considered a permitted multifamily residential use of property for the purposes of zoning and other land use regulations. A town, municipal, or county zoning authority may require a conditional use or special use permit to assure proper maintenance and operation of a residential program. Conditions imposed on the residential program must not be more restrictive than those imposed on other conditional uses or special uses of residential property in the same zones, unless the additional conditions are necessary to protect the health and safety of the persons being served by the program. Nothing in this chapter shall be construed to exclude or prohibit residential programs from single-family zones if otherwise permitted by local zoning regulations.

Subd. 4. Location of residential programs. In

determining whether to grant a license, the commissioner shall specifically consider the population, size, land use plan, availability of community services, and the number and size of existing licensed residential programs in the town, municipality, or county in which the applicant seeks to operate a residential program. **The commissioner shall not grant an initial license to any residential program if the residential program will be within 1,320 feet of an existing residential** program unless one of the following conditions apply: (1) the existing residential program is located in a hospital licensed by the commissioner of health; (2) the town, municipality, or county zoning authority grants the residential program a conditional use or special use permit; (3) the program serves six or fewer persons and is not located in a city of the first class; or (4) the program is foster care.

Subd. 5. Overconcentration and dispersal. (a) Before

January 1, 1985, each county having two or more group residential programs within 1,320 feet of each other shall submit to the department of human services a plan to promote dispersal of group residential programs. In formulating its plan, the county shall solicit the participation of affected persons, programs, municipalities having highly concentrated residential program populations, and advocacy groups. For the purposes of this subdivision, "highly concentrated" means having a population in residential programs serving seven or more persons that exceeds one-half of one percent of the population

of a recognized planning district or other administrative subdivision.

(b) Within 45 days after the county submits the plan, the commissioner shall certify whether the plan fulfills the purposes and requirements of this subdivision including the following requirements:

(1) a new program serving seven or more persons must not be located in any recognized planning district or other administrative subdivision where the population in residential programs is highly concentrated;

(2) the county plan must promote dispersal of highly concentrated residential program populations;

(3) the county plan shall promote the development of residential programs in areas that are not highly concentrated;

(4) no person in a residential program shall be displaced as a result of this section until a relocation plan has been implemented that provides for an acceptable alternative placement;

(5) if the plan provides for the relocation of residential programs, the relocation must be completed by January 1, 1990. If the commissioner certifies that the plan does not do so, the commissioner shall state the reasons, and the county has 30 days to submit a plan amended to comply with the requirements of the commissioner.

(c) After July 1, 1985, the commissioner may reduce grants under section 245.73 to a county required to have an approved plan under paragraph (a) if the county does not have a plan approved by the commissioner or if the county acts in disregard of its approved plan. The county board has the right to be provided with advance notice and to appeal the commissioner's decision. If the county requests a hearing within 30 days of the notification of intent to reduce grants, the commissioner shall not certify any reduction in grants until a hearing is conducted and a decision made in accordance with the contested case provisions of chapter 14.

Subd. 5a. Integration of residential programs. The commissioner of human services shall seek input from counties and municipalities on methods for integrating all residential programs into the community.

Subd. 6. Hospitals; exemption. Residential programs located in hospitals shall be exempt from the provisions of this section.

HIST: 1987 c 333 s 12; 1988 c 411 s 6; 1990 c 568 art 2 s 47; 1992 c 513 art 9 s 14; 1993 c 10 s 1; 1995 c 224 s 79; 1997 c 203 art 7 s 4; 1997 c 248 s 31; 2000 c 327 s 6; 2001 c 4 s 1,2

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Minnesota Statutes 2002, Table of ChaptersTable of contents for Chapter 245A**245A.04 Application procedures.**

Subdivision 1. **Application for licensure.** (a) An individual, corporation, partnership, voluntary association, other organization or controlling individual that is subject to licensure under section 245A.03 must apply for a license. The application must be made on the forms and in the manner prescribed by the commissioner. The commissioner shall provide the applicant with instruction in completing the application and provide information about the rules and requirements of other state agencies that affect the applicant.

The commissioner shall act on the application within 90 working days after a complete application and any required reports have been received from other state agencies or departments, counties, municipalities, or other political subdivisions.

(b) An application for licensure must specify one or more controlling individuals as an agent who is responsible for dealing with the commissioner of human services on all matters provided for in this chapter and on whom service of all notices and orders must be made. The agent must be authorized to accept service on behalf of all of the controlling individuals of the program. Service on the agent is service on all of the controlling individuals of the program. It is not a defense to any action arising under this chapter that service was not made on each controlling individual of the program. The designation of one or more controlling individuals as agents under this paragraph does not affect the legal responsibility of any other controlling individual under this chapter.

Subd. 2. Notification of affected municipality. The commissioner must not issue a license without giving 30 calendar days' written notice to the affected municipality or other political subdivision unless the program is considered a permitted single-family residential use under sections 245A.11 and 245A.14. The notification must be given before the first issuance of a license and annually after that time if annual notification is requested in writing by the affected municipality or other political subdivision. State funds must not be made available to or be spent by an agency or department of state, county, or municipal government for payment to a residential or nonresidential program licensed under this chapter until the provisions of this subdivision have been complied with in full. The provisions of this subdivision shall not apply to programs located in hospitals.

Subd. 3. Background study of the applicant; definitions. (a) Individuals and organizations that are required in statute to initiate background studies under this section shall comply with the following requirements:

(1) Applicants for licensure, license holders, and other entities as provided in this section must submit completed background study forms to the commissioner before individuals specified in paragraph (c), clauses (1) to (4), (6), and (7), begin positions allowing direct contact in any licensed program.

CITY OF LAUDERDALE

MEMORANDUM

TO: Mayor and Council Members
FROM: Kevin Walsh, Deputy Clerk
SUBJECT: 1728 Malvern Demolition Quotes
DATE: July 3, 2003

BACKGROUND

The City of Lauderdale has decided to hire a contractor to demolish the property at 1728 Malvern Street. Staff has sought quotes to choose a contractor for this project. The City is requiring that the contractor remove the house, footings, foundation and slabs from the property to be disposed of. The contractor will also be required to backfill excavations to the existing grade and provide topsoil and seed to fill the hole left from the demolition. The existing garage on the property will be left intact.

The quotes are included in the packet. The contractor will provide a bond and proof of insurance before work begins.

COUNCIL ACTION REQUESTED

Consider accepting the lowest bid from Ray Anderson & Sons Companies, Inc. for the demolition at 1728 Malvern Street. Ray Anderson & Sons Companies, Inc. previously worked with the City in the early 1990's on a similar residential demolition.



PROPOSAL

TO **5**

**CITY OF LAUDERDALE
ATTN: DAVE HINRICHS
1891 WALNUT STREET
LAUDERDALE, MN 55113**

PHONE 651-631-0300	DATE 06-17-03
JOB NAME / LOCATION HOUSE DEMOLITION 1728 MALVERN STREET LAUDERDALE, MN	
JOB NUMBER FX-651-631-2066	JOB PHONE

We hereby submit specifications and estimates for:

1. COST OF DEMOLITION PERMIT.
2. DEMOLITION AND DISPOSAL OF ONE HOUSE.
3. REMOVAL AND DISPOSAL OF ALL FOOTING FOUNDATIONS AND SLABS.
4. BACKFILL EXCAVATIONS TO EXISTING GRADE.
5. PROVIDE TOPSOIL AND SEED

**NOTE: DOES NOT INCLUDE SEWER OR WATER DISCONNECTS
NOTE: DOES NOT INCLUDE ASBESTOS SURVEY OR REMOVAL**

We Propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:
FIVE THOUSAND SEVEN HUNDRED ----- dollars to \$5,700.00

Payment to be made as follows:

**DEPOSIT OF \$1,425.00 BEFORE DEMOLITION BEGINS AND THE
BALANCE OF \$4,275.00 DUE UPON COMPLETION.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Property owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

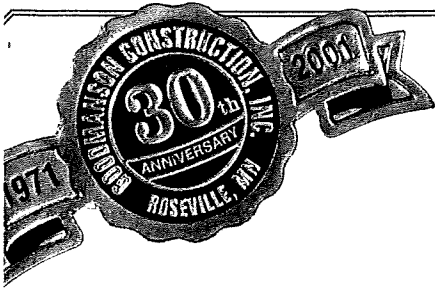
Signature _____

Signature _____

Date of Acceptance: _____

Proposal

Page # _____ of _____ pages



MERL GOODMANSON
2630 N. FAIRVIEW
ST. PAUL, MN 55113
651-631-2065

Proposal Submitted To: <u>City of Landerdale</u>	Job Name: <u>1728 Walnut St</u>	Job #
Address: <u>1891 Walnut St.</u>	Job Location: <u>Landerdale</u>	
<u>Landerdale Mn 55113</u>	Date: <u>6/10/03</u>	Date of Plans
Phone #: <u>651-631-2767</u>	Fax #	Architect Attn: <u>David Hinrichs</u>

We hereby submit specifications and estimates for:

Demolish & Haul Away House, Concrete Foundation &
all debris Caused by Demolition. #5100⁰⁰

Haul in fill to fill hole left by Demolition including
4" of Topsoil. #1565⁰⁰

Note: Goodmanson will Notify Gopher I for Locates
It is the City of Landerdales responsibility to have all
utilities disconnected including having Exel Energy to
remove the Main power line from the pole in the Alley.
Any Costs for Permits or Environmental Fees are not
included in this bid should any arise.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 6665⁰⁰ Dollars

with payments to be made as follows: 2000⁰⁰ down - Balance upon Completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

Lauderdale City Council Memorandum

Council Meeting Date: July 8, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: Ramsey County- Metropolitan Public Safety Communication System (800 MHz).

BACKGROUND:

Ramsey County is moving into its next phase of implementation regarding the required Metropolitan Public Safety Communication System (800 MHz). As part of the County moving into this phase of the project, resolutions of support are being requested from each municipality to apply for state-wide or federal funding.

The main user of this system would be the Police Department. The Saint Anthony Police Department has already implemented this radio communications system because they are partially in Hennepin County, where the system is already running. The other main user of the system is the Fire Department. The City of Falcon Heights has indicated that they support this initiative. Therefore, there are not any issues or concerns with Lauderdale as it relates to the system at the current time.

The Ramsey County background material is included in the packet and does note that the City is not bound in any way by passing this resolution. It basically assists the County in receiving further grant funding.

ENCLOSURES:

1. June 27, 2003 Ramsey County Letter with Attachments regarding Public Safety Communications/800 MHz
2. Resolution 070803A: A Resolution of Intent to Participate in the Upgraded Metropolitan Public Safety Communication System (800 MHz)

COUNCIL ACTION REQUESTED:

Motion to approve Resolution 070803A: A Resolution of Intent to Participate in the Upgraded Metropolitan Public Safety Communication System (800 MHz).



Office of the County Manager

Paul L. Kirkwold, County Manager

250 Court House
15 West Kellogg Boulevard
St. Paul, MN 55102-1614

Tel: 651-266-8000

Fax: 651-266-8039

e-mail: www.co.ramsey.mn.us

June 27, 2003

Mayor Jeffrey Dains

Rick Getschow, City Administrator

City of Lauderdale

1891 Walnut Street

Lauderdale, MN 55113

SUBJECT: Public Safety Communications/800 MHz

I am writing to you about the Metropolitan Radio Board's Metropolitan Public Safety Communication System (800 MHz) and several funding possibilities currently available that can assist us with our participation in this communication system.

As you know, the Metropolitan Public Safety Communication System and the Radio Board were initiated in State law with a charge to develop a seamless communication system among all participating agencies/local units of government – an interoperable system. Phase 1 is nearly completed, and now Phase 2 (development and funding) is beginning. We have been told by officials from the Radio Board that developing a Ramsey County subsystem is a priority for them during Phase 2. The remainder of this letter outlines steps and timeframes developed by the Radio Board and the State Department of Public Safety governing applications for participation in Phase 2.

The Radio Board and related 800 MHz funding programs give counties a critical role in planning and developing the statewide system. Under Minnesota law, counties are required to develop county-wide 800 MHz technical and financial plans, and counties must approve all plans and grant applications prepared by any entity located within it. Attachment 1 is material provided by the Radio Board that further explains background and the current situation.

It is Ramsey County's intent to work closely with municipalities within the County to design a system that reflects our community/county-wide needs, and to aggressively seek non-local property tax funds for the project. We realize that securing these types of funds is critical because they reduce the amount of local funds needed to build a system, making it possible for us to proceed with this mutually beneficial and important program.

The Metropolitan Radio Board and Minnesota Department of Public Safety's Division of Homeland Security and Emergency Services have just announced financial incentives to local government participation in the Public Safety Communication system. Initial applications are due July 24, 2003. (See Attachment 1 for specifics on this timeframe.)

At this time, Ramsey County is requesting support from the City of Lauderdale to assist us in responding to these recently-announced funding opportunities for Phase 2 development

June 27, 2003
Page 2

(Attachment 2). We have been told by Radio Board officials that highest priority will be given to applicants whose jurisdictions have an updated County plan, and resolutions indicating the intention to move toward full 800 MHz system participation. (The Ramsey County 800 MHz plan has recently been updated, and the County Board has also passed resolutions to move forward. Copies of these resolutions are included as Attachment 3.)

Ramsey County would like to be able to show broad-based support to the Radio Board and Department of Public Safety for full participation from units of local government within the County. A resolution from you will show this support. Attachment 4 is a draft resolution stating willingness to plan for a system, intention to participate in the 800 MHz system, and interest in sharing in any state or federal financial incentives. We have been told by the Radio Board and the State Department of Public Safety that your elected officials passing this resolution by July 24, 2003, will give greater weight to our grant applications.

This resolution will not bind your government to any action or expense, nor does it predetermine any major governance changes. It indicates your interest in planning to join the 800 MHz system and sharing grant proceeds we can secure for development of this system.

We are excited about the opportunities available to us as Phase 2 of this communication system is developed. To that end, we are proposing that the Ramsey County League of Local Governments sponsor an informational meeting and discussion with representatives from the Radio Board and jurisdictions that are currently using the system. This meeting is scheduled for Thursday, July 31, from 4:00 – 6:00 p.m., at a location yet to be determined. Your participation will enable us to develop a county-wide planning process we would like to begin in late summer of 2003.

Thank you for your attention to the request in this letter and your participation in this vital project.

Please contact me at any time to discuss this letter, its contents, or the 800 MHz project. In my absence, you may contact Terry Speiker, at 266-8012, or Connie Catlin, at 266-8011, from the County Manager's Office. They are also working on this project and would be able to answer your questions.

Sincerely,



Paul L. Kirkwold
Ramsey County Manager

Attachments

cc: Ramsey County Board of Commissioners
Ramsey County Attorney
Ramsey County Sheriff
Ramsey County City Councilmembers and Township Board of Supervisors
School Board Members within Ramsey County
Bill Dean, Metropolitan Radio Board
Ed Leier, Minnesota Department of Homeland Security and Emergency Management

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**800 MHz Trunked Regional Public Safety Radio System
Standards, Protocols, Procedures**

Document Section:	Section 6. Board Financial Policies and Procedures	TOC Approval – Signature:
Sub-Section:	6.4	
Procedure Title:	Aid & Grants to Local Units of Government	
Date Established:	5/15/03	
Replaces Document Dated:		MRB Approval - Signature:
Date Revised:	5/28/03	6/6/03

1. Purpose or Objective

The purpose of this standard is to define a set of rules and procedures for carrying out the intent of the statutes governing the Metropolitan Radio Board insofar as they affect the Board's powers to provide aid to local units of government and to provide a portion of the financing of the capital costs for local units of government opting to participate in the Second Phase.

2. Background:

The 2002 Minnesota Legislature amended the statutes relating to the Metropolitan Radio Board, allowing the Board to use its general fund money to provide "aid to local units of government for sites and equipment in support of mutual aid and emergency medical communications services."

The 2003 legislature further amended the law and defined the Second Phase of the regional system as "the Metropolitan Radio Board providing assistance to local government units building subsystems in the metropolitan area that did not build their own subsystems in the first phase."

A third new provision increased the revenue bonding authority of the Board by an additional \$12 million, using a 1.5 cent per month increase in the amount of the 9-1-1 surcharge on telephone wire and wireless lines effective July 1, 2004 as the revenue source for the new bonds. Further, the statute restricted the Board's ability to provide funding for the Second Phase by stating that "The proceeds of bonds issued under this paragraph must be used to pay up to 30 percent of the cost to a local government unit of building a subsystem and may not be used to finance portable or subscriber radio sets."

These statutory changes were contained in the Anti-terrorism legislation and were passed in response to the attacks on the Pentagon and the World Trade Center of September 11, 2001, as part of an effort to improve Minnesota's ability to respond to a potential attack here.

The original law passed in 1995 provides that a design plan for subsequent phases of the system be drafted and adopted by the Board. In keeping with that requirement, the Board has hired

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Vegemast Engineering, Inc. to update the original plan, and to provide detailed design specifications for those jurisdictions within the Metropolitan Area that did not opt to participate in the first phase. Under the provision allowing the Board to assist local units of government, the Board is underwriting the cost of these design plans.

3. Operational Context:

The original law creating the Board and the region-wide system required that each county must complete a planning process on whether and how it would participate in the regional system. The plan and any updates or amendments to the plan will serve as the basis for participation.

4. Protocol/ Standard:

1. Local units of government within the metropolitan area are eligible for aid if:
 - a. The governing body of the local unit approves, by resolution, a request for participation in the regional system or requests assistance for constructing capital facilities that the Board determines may be used at some future time as part of the regional system or a local subsystem of the regional system.
 - b. Funding for the local entity's share of the costs is identified.
 - c. A technical plan for implantation is consistent with the plan developed and approved by the county within which the entity is located and is approved by the governing body of the county.
2. Local units of government are eligible for up to a thirty percent reimbursement from the capital bond fund of the Board for the following classes of expenditures and follow the process and procedure outlined in paragraph 5 of this set of standards.

Reimbursable capital costs are generally limited to the following: material and personnel costs involved in civil design and construction at sites, such as site preparation, shelters, towers, roads, easements, and associated elements, including warranties; project management, design, construction and installation of microwave antennas and microwave radio equipment including training and warranties; project management, computer software, engineering, design and installation of equipment racks; radio, computer, and other associated equipment permanently mounted or housed in racks and/or in shelters, including training and warranties; antennas and cables; fixed or mobile network monitoring equipment; personnel and material costs of installation of equipment at the dispatch center or control center for the subsystem commonly known as the central electronics bank, equipment designed to facilitate in-building coverage, and associated civil construction at the control center. Not eligible are the costs of portable or mobile radio sets for use on the system nor are the costs of dispatch consoles, except upgrades or purchases that are required to interface with the new 800 MHz system.

3. In-building coverage, or any other enhancements, will not be eligible for matching funds for any entity that is a subscriber of a county subsystem unless it is an independent PSAP and recognized and approved as such in the county plan. The Board will consider funding in-building

coverage and other enhancements for dependent subscribers of the county subsystem only if the application comes from the county. In such a circumstance, the project must be approved by the county as part of its plan and it will count against the county's reimbursement entitlement.

5. Procedure:

1. The first step for a local unit of government or other eligible agency in applying for grant funds from the Radio Board under the provisions outlined above is to pass enabling authorization in the form of a resolution by the governing body of the local unit or other eligible agency. If the unit is an entity other than a county, the authorization must be ratified by the governing body of the county.

2. A copy of the resolution(s) should be forwarded to the Board, together with a letter requesting participation and generally outlining the plan, its estimated cost and a projected timetable. The resolution(s) should include a request for financial assistance and should provide detail as to the overall plan to finance the project. The Board is authorized to provide up to 30 percent of eligible capital costs. Documents should be forwarded to the Metropolitan Radio Board c/o:

Executive Director
Metropolitan Radio Board
Metropolitan Counties Government Center
2099 University Avenue
St. Paul, MN 55104

3. A hearing will be scheduled with the Board's Technical Operations Committee (TOC), at which time a technical review of the local unit's preliminary plans shall be conducted. The TOC shall determine whether the request is consistent with the approved county plan as established under the 1995 law and as subsequently updated or amended. It shall also determine whether the request is consistent with the detailed system design, including authorized changes. The TOC shall make a recommendation to the full Board.

4. The Board will act on the application at its next regular meeting. If the Board approves of the plan, the local unit may proceed with implementation. If the Board does not approve, it shall provide the reasons for denial in writing, together with a list of changes it requires.

5. When detailed design plans are complete, a copy of the design plan, including any changes in cost estimates and construction schedules must be submitted to the Board for TOC and staff review. The Board shall approve a total amount of the project that is eligible for payment by the Board and shall identify a funding source within in the Five Year Capital Improvements Plan. This amount shall not exceed 25 percent of the approved plan cost. The Board is limited by law to a 30 percent reimbursement. Subject to the availability of the funds, additional amounts up to a total of 30 percent may be made available at a later date.

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6. During construction, the local unit, the Board and, if applicable, MnDOT shall negotiate a cooperative agreement. The agreement must contain a provision that the funds expended by the Board shall be used only for capital costs related to participation in the region-wide 800 MHz system. The agreement also must include a provision allowing for complete disclosure and audit of the financial records of the local unit associated with the Second Phase construction.

7. As capital expenditures are incurred, copies of invoices should be submitted to the Board at least quarterly. If the invoices and supporting documentation are consistent with the approved plans, the Board shall reimburse the local unit as specified in paragraph 5 above within 90 days of submittal and approval of the Metropolitan Radio Board.

6. Management

The Executive Director of the Board is responsible for managing this procedure.

STEPS FOR PARTICIPATION

Counties	Independent PSAPs	Parallel & Immediate Timeline
1. Request Plan Update from the Metropolitan Radio Board	1. Request Plan Update from the Metropolitan Radio Board.	1. Develop a Preliminary Plan and Budget.
2. County Board to Pass a Resolution affirming the decision to join the regional radio system.	2. Governing Body to Pass a Resolution affirming the decision to join the radio system.	2. Develop an Equipment List.
3. Submit a Technical Plan and Budget to the Metropolitan Radio Board.	3. County Review for Compliance with the County Plan.	3. Submit the Preliminary Plan, Budget, and Equipment List to the Metropolitan Radio Board by July 24, 2003.
4. TOC Review and Recommendation.	4. Submit a Technical Plan and Budget to the Metropolitan Radio Board.	4. Submit Final Budget Numbers to the Metropolitan Radio Board by September 15, 2003.
5. Metropolitan Radio Board Review and Approval.	5. TOC Review and Recommendation.	5. MRB sends Proposed Grant Amounts to the Department of Public Safety for Review and Approval
6. State Planning Committee Review and Approval (only if special bonds are issued).	6. Metropolitan Radio Board Review and Approval.	6. DPS Sends Out Final Grant Applications.
		7. Final Grant Applications Due to DPS September 30, 2003.

**METROPOLITAN RADIO BOARD
INFORMATIONAL MEETING
FRIDAY, JUNE 27, 2003**

FREQUENTLY ASKED QUESTIONS

1. What is the definition of participation?

Participation in the system can take place on several levels. Full participation generally refers to those governmental entities that have invested in the additional infrastructure required to provide full coverage in their geographical areas, have installed dispatching equipment that operates solely on the regional system, and have a plan to migrate all or most subscriber radio users to the system. Partial participation refers to entities that continue to maintain and use legacy equipment (VHF, UHF, conventional analog 800MHz), but have installed and use, or plan to use, some 800 MHz subscribers for specific purposes. An example might be an entity that equips some squad cars with system-compatible radios to make interoperations with fully participating agencies easier. Subscriber-only participants include those who have made no infrastructure investment, but use radios that are on the system and are satisfied with the coverage available on the existing backbone. An example would be the St. Paul School District. What is important in the context of receiving homeland security grants is that the first priority for receiving funds will be given to those entities and agencies that are committed to becoming full participants as defined above.

2. Do all radio communications need to be on the 800 MHz system for full participation (meaning Police, Fire, and Public Works) or can just one be on?

Just one can be on. But if only one comes on, it must be a public safety, first response agency, such as police, fire or EMS. Priority will generally be given to agencies that plan to eventually migrate all public safety agencies to the system, as fostering interoperability—not only between geographically separated cities and counties—but between different agencies within the same city or county, is a key requirement for receiving homeland security grants.

3. What if a county cannot afford to migrate all operations onto the 800 MHz system—can it just center on population centers and still be considered full participants?

If a county plans to use the system for only one agency—for example, the Sheriff's Department—it would seem to make most sense to equip every squad car used within the county, as dual dispatching and dual radio systems within one agency would be expensive and cumbersome. Each application will be considered on an ad

hoc basis, and the county's approved plan for migration to the system will be considered in making funding decisions.

- 4. Does the equipment list need to be an exact shopping list? What if we decide to change the radio we would like to buy while waiting for the funds to arrive?**

The preliminary plan and equipment list that is needed by July 24th does not have to be an exact "shopping list." It should be a free form document that specifies to the extent possible a technical plan for the entity to participate in the regional system and a list of equipment and other resources needed to complete the plan. It must also include an estimated budget with as much specificity as possible. If specific makes and models of equipment are known, together with costs, please include them. A final, detailed shopping list will be needed by September 15th in order to qualify for federal COPS and Homeland Security grants.

- 5. How will the Metropolitan Radio Board and the Department of Public Safety prioritize who is to receive portions of the \$7.5 million? Will one agency get all the funds or will the funds be portioned out piecemeal?**

No one agency will receive all the funds. If there are several qualifying agencies, the Board and DPS will try to be as fair as possible in assisting as many as possible.

The first priority for awarding dollars will go to agencies or entities whose governing body has passed a resolution affirming a decision to fully participate in the system, has submitted an approved technical plan and budget, and is ready to build.

To the extent dollars are still available after fulfilling needs under priority one, the second priority will go to those entities that have indicated a desire to fully participate, have prepared a preliminary plan and estimate, but have not yet made an irrevocable decision. If the final decision is negative, the grant commitment will be withdrawn.

The third priority will go to entities that desire to participate, but not fully.

It should be understood that the overriding objective for the use of these funds is to get as many entities within the metropolitan area as possible to fully participate.

- 6. Will the out-state funds (\$6 million) be transferred to the metro area if they do not all get used?**

Possibly. That decision is up to the Commissioner of Public Safety and the Review Committee he has established. The answer may be known after the Statewide Planning Committee meets on July 9, 2003.

Fiscal Year 2003 Authorized Equipment List*

*Not all of the listed equipment would qualify as 800 MHz Equipment

4. Interoperable Communications Equipment – Equipment and systems providing connectivity and electrical interoperability between local and interagency organizations to coordinate CBRNE response operations:

- Land Mobile, Two-Way In-Suit Communications (secure, hands-free, fully duplex, optional), including air-to-ground capability (as required)
- Antenna systems
- Personnel Alert Safety System (PASS) - (location and physiological monitoring systems optional)
- Personnel Accountability Systems
- Individual/portable radios, software radios, portable repeaters, radio interconnect systems, satellite phones, batteries, chargers and battery conditioning systems. Computer systems designated for use in an integrated system to assist with detection and communication efforts (must be linked with integrated software packages designed specifically for chemical and/or biological agent detection and communication purposes)
- Portable Meteorological Station (monitors temperature, wind speed, wind direction and barometric pressure at a minimum)
- Computer aided dispatch system
- Commercially available crisis management software
- Mobile Display Terminals

Note: In an effort to improve public safety interoperability, all new or upgraded radio systems and new radio equipment should be compatible with a suite of standards called ANSI/TIA/EIA-102 Phase I (Project 25). These standards have been developed to allow for backward compatibility with existing digital and analog systems and provide for interoperability in future systems. The FCC has chosen the Project 25 suite of standards for voice and low-moderate speed data interoperability in the new nationwide 700 MHz frequency band and the Integrated Wireless Network (IWN) of the U.S. Justice and Treasury Departments has chosen the Project 25 suite of standards for their new radio equipment. In an effort to realize improved interoperability, all radios purchased under this grant should be APCO 25 compliant.



U.S. Department of Justice

Office of Community Oriented Policing Services

Grants Administration Division

Washington, D.C. 20530

List of Unallowable Costs

Items not listed will be reviewed on a case-by-case basis. Agencies are expected to request items that are linked to the parameters stipulated in Public Law 108-7.

PERSONNEL:

- ▶ Salaries and benefits of existing employees.
- ▶ Salaries and benefits of grant writers or other staff who do not directly contribute to the implementation of the program.
- ▶ Overtime for personnel not directly involved in the department's project and that which exceeds 20% of the awarded budget.
- ▶ Fringe benefits for overtime of existing employees.

TRAVEL:

- ▶ Local travel costs (lodging, meals, per diem, or transportation costs) within a 50-mile radius of the program location.
- ▶ Mileage reimbursement, rental cars, parking fees, and/or taxi fare for local travel.
- ▶ Meals and/or refreshment costs associated with meetings.

EQUIPMENT:

- | | |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------|
| ▶ Bunker shield(s) | ▶ Uniforms |
| ▶ Animals | ▶ Bulletproof vests and accessories |
| ▶ Bicycles | ▶ Radar guns |
| ▶ Dictation systems | ▶ Televisions / VCRs |
| ▶ Phone lines and voice-mail systems | ▶ Handcuffs, weapons, and ammunition |
| ▶ Standard office furniture and equipment
(<i>not specifically related and dedicated to the grant</i>) | ▶ Office rental / lease space |
| ▶ Cellular phones | |
| ▶ Construction and renovation costs | |
| ▶ Pagers (<i>including service time</i>) | |
| ▶ General police vehicles (<i>including patrol cars and leased vehicles</i>) | |
| ▶ Standard issue police vehicle equipment (<i>including light bars, cages, and siren packages</i>) | |

CONTRACTS/CONSULTANTS:

- ▶ Training in topics that are not directly linked to the Technology program.
- ▶ Contractual agreements that cannot be directly linked to the Technology program.
- ▶ Any consultant fees in excess of \$450.00 per day must receive prior written approval from the COPS Office, contingent upon written justification by the grantee.

SUPPLIES AND OTHER COSTS:

- ▶ Standard office supplies not directly related to the Technology grant.
- ▶ Indirect costs.

Attachment 2

Potential Funding Sources for Developing 800 MHz

Funding programs for public safety communications that are anticipated through the Radio Board and the Department of Public Safety's Division of Homeland Security and Emergency Services. The Radio Board and Homeland Security will be coordinating the application and allocation processes for these programs.

- Radio Board General Funds \$ 2.0 million
- Radio Board Capital Bonds (new) 18.0 million
- Federal COPS funds 2.0 million
- From MN allocation of Federal Homeland Security FY2003 Part II Supplemental Grant 7.5 million

ALSO:

- Federal FY2003 Interoperable Communications Equipment Grant Program, Competitive Demonstration Grants (approximate for a selected jurisdiction) 6.0 million

Resolution

Board of

Ramsey County Commissioners

Presented By Commissioner Bennett Date May 27, 2003 No. 2003-167

Topic: Budgeting and Accounting
Bob Fletcher, Sheriff

Page 1 of 2

WHEREAS, Effective public safety communication is in the best interest of the citizens of Ramsey County; and

WHEREAS, In 1998, the Ramsey County Board of Commissioners approved (#98-079) the Ramsey County/Saint Paul/Local Government Public Safety Radio Communication Study Committee's Report for submission to the Metropolitan Radio Board as required by State Statute; and

WHEREAS, In Resolution 98-079, Ramsey County chose not to migrate to the Metropolitan Radio Board's Metropolitan Public Safety Communication System (800MHz) during phase one; and

WHEREAS, Resolution 98-079 indicated that the County may want to join the system at a later date and, if it did, the County with its municipalities should jointly plan a single, countywide subsystem; and

WHEREAS, The Radio Board is completing phase one of the Metropolitan Public Safety Communication System; beginning phase two, and encouraging the remaining eligible Twin Cities jurisdictions to develop subsystems; and

WHEREAS, The Radio Board has developed a proposed plan for backbone infrastructure and dispatch center console equipment needs for potential Ramsey County subsystems, and has estimated the related capital equipment costs; and

WHEREAS, The Ramsey County Board of Commissioners discussed the development of a Public Safety Communication subsystem during a policy discussion on April 1, 2003; participated in a workshop on May 13, 2003, and held another policy discussion on May 20, 2003; Now, Therefore, Be It

RAMSEY COUNTY BOARD OF COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Bennett	_____	_____	_____
Bohannon	_____	_____	_____
McDonough	_____	_____	_____
Ortega	_____	_____	_____
Ria Reinhardt	_____	_____	_____
Rettman	_____	_____	_____
Viessner	_____	_____	_____

Jim McDonough, Chair

(Continued)

By _____
Bonnie C. Jackelen
Chief Clerk - County Board

Resolution

Board of

Ramsey County Commissioners

Presented By Commissioner Bennett Date May 27, 2003 No. 2003-167

Subject: Budgeting and Accounting
Bob Fletcher, Sheriff

Page 2 of 2

RESOLVED, That the Ramsey County Board of Commissioners authorizes the County Manager to move forward and begin exploring options, costs and financing mechanisms for:

- a) Developing a subsystem within the Metropolitan Public Safety Communications System /800MHz;
- b) Exploring options for organization and governance of a countywide system; and
- c) Determining how municipal and county shares should be funded;

and Be It Further

RESOLVED, That the next steps for moving forward will include:

- a) Meeting with representatives from municipalities to:
 - Conduct a *Public Safety Communications "101"* presentation similar to the May 13, 2003 County Board Workshop;
 - Determine their perspectives on the value of developing a subsystem within the Metropolitan system; and
 - Develop a process for discussing the organization, governance and financing of a countywide system
- b) Preparing a process and timeline that will be reviewed by all parties

and Be It Further

RESOLVED, That the process for developing and analyzing organizational, governance and financing options will include municipal and county elected officials.

RAMSEY COUNTY BOARD OF COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Bennett	<u>X</u>	<u> </u>	<u> </u>
Boyer	<u>X</u>	<u> </u>	<u> </u>
McDonough	<u>X</u>	<u> </u>	<u> </u>
Ortega	<u>X</u>	<u> </u>	<u> </u>
Reinhardt	<u>X</u>	<u> </u>	<u> </u>
Rettman	<u>X</u>	<u> </u>	<u> </u>
Viessner	<u>X</u>	<u> </u>	<u> </u>

Jim McDonough, Chair

By 
Bonnie C. Jackelen
Chief Clerk - County Board

Resolution

Board of

Ramsey County Commissioners

Presented By Commissioner Haigh Date June 24, 2003 No. 2003-210
Subject: Budgeting and Accounting
Mary Karcz, County Manager's Office

Page 1 of 3

WHEREAS, In Resolution 2003-167, the Ramsey County Board of Commissioners directed the County Manager to move forward and begin exploring options, costs and financing mechanisms for:

- a) Developing a subsystem within the Metropolitan Public Safety Communication System/800MHz;
- b) Exploring options for organization and governance of a countywide system; and
- c) Determining how municipal and county shares should be funded; and

WHEREAS, The Ramsey County Board of Commissioners recognizes that the public safety system in the County includes a wide range of local entities including, but not limited to, Ramsey County Sheriff, Ramsey County Emergency Services, municipal police, emergency service, fire departments, and other agencies; and

WHEREAS, The complexity of the public safety communication system may hinder the timely and effective pursuit of federal or other funding, and coordination is needed to reduce these concerns; and

WHEREAS, Several factors give the County a central role in planning and developing a public safety communication system:

- o The Ramsey County Home Rule Charter's Chapter 6 states that, "... the County Board shall assume responsibility to coordinate county-wide operational services, strategic planning, tactical planning, and public data and information systems planning"; and
- o The Metropolitan Radio Board's *Standards, Protocols, Procedures* places counties in leadership roles in reviewing and approving the plans and funding for local units of government; local units of government that are not a county must have:

RAMSEY COUNTY BOARD OF COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Bennett	_____	_____	_____
Haigh	_____	_____	_____
McDonough	_____	_____	_____
del Ortega	_____	_____	_____
Christina Reinhardt	_____	_____	_____
Debbie Rettman	_____	_____	_____
Wendy Wiessner	_____	_____	_____

Jim McDonough, Chair

(Continued)

By _____

Bonnie C. Jackelen
Chief Clerk - County Board

Resolution

Board of

Ramsey County Commissioners

Presented By Commissioner Haigh Date June 24, 2003 No. 2003-210

Subject: Budgeting and Accounting
Mary Karcz, County Manager's Office

Page 2 of 3

- Technical plans that are consistent with the plan developed and approved by the county in which the entity is located (Sub-Section 6.4 4.1.c); and
 - Plans that have been approved by the county's governing body (Sub-Section 6.4 4.1.c); and
 - Applications for Radio Board grant funds ratified by the governing board of a county (Sub-Section 6.4 5.1); and
- o The 800MHz frequencies have been allocated across the state by counties; and

WHEREAS, Financial assistance to local governments may be an important concern if the County proceeds with developing a subsystem because local entities will have to replace equipment, train staff and incur other expenses; and

WHEREAS, At the current time, federal and state funds for interoperable communication systems are increasing due to the importance of reliable, interoperable communication systems for homeland security and general public safety; and

WHEREAS, The time between the County becoming aware of an opportunity and the deadline for responding is often brief and there is no time to bring an application to the Board for approval before the deadline; and

WHEREAS, The County Board has encouraged staff to pursue non-property tax financing opportunities; and

WHEREAS, On Friday, June 13, 2003, the Ramsey County Manager became aware of the possibility of being nominated by Governor Pawlenty to receive an application for the US Department of Homeland Security's FY2003 Interoperable Communications Equipment Grant Program; and

RAMSEY COUNTY BOARD OF COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Rennett	_____	_____	_____
Haigh	_____	_____	_____
McDonough	_____	_____	_____
Ortega	_____	_____	_____
Ria Reinhardt	_____	_____	_____
Rettman	_____	_____	_____
Viessner	_____	_____	_____

Jim McDonough, Chair

(Continued)

By _____
Bonnie C. Jackelen
Chief Clerk - County Board

Resolution

Board of

Ramsey County Commissioners

Presented By Commissioner Haigh Date June 24, 2003 No. 2003-210

Attention: Budgeting and Accounting
Mary Karcz, County Manager's Office

Page 3 of 3

WHEREAS, The County needed to provide supporting information to the MN Department of Public Safety on the same day which did not allow time to include the request at a County Board meeting; and

WHEREAS, Information was provided to the State and Ramsey County has been nominated to receive an application, and the County Manager would like County Board approval and support for the nomination to receive an application; Now, Therefore, Be It

RESOLVED, Ramsey County agrees to coordinate grant applications and other funding requests for public safety communication system related activities for the County and local entities; and Be It Further

RESOLVED, The County Manager will include options for fair and equitable distribution of public safety related grant funds between the County and municipalities in any proposed processes; and Be It Further

RESOLVED, The County Manager is authorized to prepare grant applications and other funding requests related to the development of a public safety communications system; and Be It Further

RESOLVED, The Ramsey County Board of Commissioners approves and supports nomination by Governor Pawlenty for Ramsey County to submit an application for the US Department of Homeland Security's FY2003 Interoperable Communications Equipment Grant Program.

MSEY COUNTY BOARD OF COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Bennett	X	_____	_____
Haigh	X	_____	_____
McDonough	X	_____	_____
Rael Ortega	X	_____	_____
Storia Reinhardt	X	_____	_____
Tracie Rettman	X	_____	_____
Wiessner	X	_____	_____

Jim McDonough, Chair

By 
Bonnie C. Jackelen
Chief Clerk - County Board

RESOLUTION NO. 070903A

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**A RESOLUTION OF INTENT TO PARTICIPATE IN THE UPGRADED
METROPOLITAN PUBLIC SAFETY COMMUNICATION SYSTEM
(800 MHZ).**

WHEREAS, the City of Lauderdale has been reviewing the needs of the radio communication system that provides emergency services to police, fire, and emergency medical agencies in its jurisdiction; and

WHEREAS, the Metropolitan Radio Board, as a result of legislative changes, has the authority and resources to provide financial assistance to local units of government in the metropolitan area that plan to participate in the regional 800 MHz digital trunked communication system; and

WHEREAS, Special legislative authority has been given to Minnesota counties to issue bonds for the purpose of designing, constructing, and installing the infrastructure, facilities, and equipment necessary to participate in the regional system; and,

WHEREAS, Federal funds have been appropriated and made available through the Minnesota Department of Public Safety to supplement local and state funds for the purpose of participating in the regional system, for which metropolitan area local governments are eligible; and,

WHEREAS, the City Council of the City of Lauderdale has determined that its participation in the regional system would improve its interoperability among its various agencies and with other jurisdictions for purposes of mutual aid and emergency medical services, thus improving public safety, as well as the entire region's ability to respond to weapons of mass destruction incidents;

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Lauderdale intends to proceed with planning for development of an upgraded radio communication system with the intention of participating in the regional system and that the Metropolitan Radio Board be notified of the City of Lauderdale's intention and request any state or federal financial incentives that may be offered to local jurisdictions.

I CERTIFY THAT the above resolution was adopted by the City Council of Lauderdale on this 8th of July, 2003.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator