

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, AUGUST 12, 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 7/29/03 City Council Meeting
- B. Approval of claims totaling \$68,516.40
- C. Approval of Pay Request #4 for the 2003 Street and Utility Improvements for S.M. Hentges and Sons in the amount of \$403,763.50

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**
8. **INFORMATIONAL PRESENTATIONS**
9. **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.

10. **ACTION**
 - A. Resolution 081302A: Resolution Declaring Cost To Be Assessed For The 2002 Street And Utility Improvements And Ordering Preparation Of Proposed Assessment
 - B. Approval of the 2003 Pay Equity Implementation Report
11. **REPORTS**
 - A. MNDOT Highway 280 Reconstruction Update
12. **ITEMS REMOVED FROM THE CONSENT AGENDA**
13. **ADDITIONAL ITEMS**
14. **SET AGENDA FOR NEXT MEETING**
15. **WORK SESSION DISCUSSION**
 - A. 2004 Budget (General Fund)
16. **ADJOURNMENT**

**Lauderdale City Council
Meeting Minutes
July 29, 2003**

1. Meeting called to order at 7:05 P.M.

2. ROLL

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

Staff present: Administrator Getschow

3. APPROVAL OF THE AGENDA

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

4. APPROVAL

A. Approval of Minutes. Motion by McCloskey, second by Gill-Gerbig to approve the minutes of the July 8, 2003 City Council meeting. Motion carried unanimously.

B. Approval of Claims totaling \$100,855.71. Motion by Christensen, second by Giannetti to approve the claims totaling \$100,855.71. 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. REPORTS
10. PUBLIC HEARINGS
11. ACTION

A. Consideration of a Request to Extend an Alley as Part of the 2003 Street and Utility Improvements. The City Administrator stated that the Council was previously presented with three written requests to extend the alley from Summer to Spring Street between Walnut and Malvern as part of the 2003 Improvements. The main reasons requested for this extension were for improved drainage and access to the rear of the properties.

The Administrator then attempted to personally contact all property owners in the area where the alley currently is not served. Also, mailed notice of the potential alley extension was sent to all property owners on the entire block. The Administrator stated that he talked with a Malvern Street resident that expressed some concern and opposition regarding the alley extension.

Upon request of the City Council, the City Engineer has also evaluated the alley request. His memorandum states that the alley extension may require extra storm sewer to address the drainage problems in addition to the clearing, grubbing, grading, and paving. The total estimated cost to extend this alley is \$15,500. This would be an added cost on the overall \$1.7 million street and utility improvement project this year.

Michelle Upham, 1934 Walnut Street, stated that she supported the extension of the alley and was one of the residents that requested the extension to the Council in writing. She stated that extending the alley would improve the drainage problems in the area. Also, there has been quite a bit of overgrowth in the alley right-of-way that has attracted rodents and pests. This problem would be alleviated with the opening of the alley. Finally, the opening of the alley would provide improved property access for the rest of the block.

Zsolt Vincze, 1921 Malvern Street, stated that he also favored the extension of the alley. He also feels that it will improve drainage and is looking forward to that area of the alley being cleared and grubbed.

City Engineer Tom Kellogg stated that many drainage problems can be solved in this alley, but it is possible that not every drainage issue can be dealt with as a result of the grade of the alley and the limited area to work in. The area's drainage will most certainly be better than it is currently, but some issues may still remain.

Motion by Giannetti, second by McCloskey to approve the request to extend the alley from Summer to Spring Street between Walnut and Malvern as part of the 2003 Street and Utility Improvements. Roll: Yes: all. Motion carried.

B. Approval of the 2003 2nd Quarter Financial and Investment Report.
Motion by Christensen, second by Gill-Gerbig to approve the 2003 2nd Quarter Financial and Investment Report. Roll: Yes: all. Motion carried.

C. Resolution 072903A: A Resolution Proclaiming National Night Out 2003.
Administrator Getschow stated that this year's National Night Out event will be on Tuesday, August 12, 2003. Motion by Christensen, second by Giannetti to approve Resolution 072903A: A Resolution Proclaiming National Night Out 2003. Roll: Yes. All. Motion carried.

D. Consideration of three (3) appointments to the Park and Community Involvement Committee (PCIC). Administrator Getschow stated that the good promotion by the PCIC at the Day in the Park event produced three applicants for the Committee.

Council member Giannetti then provided a summary of this year's event and stated that it was a great success.

Getschow then stated that the residents who have submitted applications to become members of the Lauderdale Park and Community Involvement Committee are:

Elizabeth Miyashiro	1887 Malvern Street
Megan McGinty	1795 Carl Street
Michelle Krug	1922 Malvern Street

Motion by Gill-Gerbig, second by Giannetti to appoint Elizabeth Miyashiro, Megan McGinty, and Michelle Krug to the Park and Community Involvement Committee for a two-year term expiring December 31, 2004. Roll: Yes: all. Motion carried.

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

1. 2003 Improvements Update and Pay Request
2. Insurance Policy Renewal
3. 2004 Budget Discussion
4. Resolution Declaring Costs to be Assessed for the 2002 Improvements

15. ADJOURNMENT

Motion by Gill-Gerbig, second by McCloskey to adjourn at 7:32 P.M. Ayes: All.

CITY OF LAUDERDALE
Claims for Approval
August 12, 2003 City Council Meeting

<u>Payroll</u>		
08/01/03 Payroll:	Check # 7403-7407	\$6,037.48
08/01/03 Payroll:	EFT: Federal Withholding Taxes/FICA	\$2,431.33
08/01/03 Payroll:	EFT: PERA	\$1,018.94
08/01/03 Payroll:	EFT: ICMA Retirement Fund	\$1,280.43
<u>Vendor Claims</u>		
08/12/03 Claims:	Check # 16479-16497	\$57,748.22

Subtotal of Claims From Above **\$68,516.40**

08/12/03 SM Hentges & Sons: Check #16499 **\$403,763.50**

Total Claims for Approval	\$472,279.90
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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
007403	000000011	BOWNIK, JAMES	16	BI-WEEKLY	\$1,000.43	8/1/03	Outstanding
007404	000000003	GETSCHOW, RICK	16	BI-WEEKLY	\$1,874.79	8/1/03	Outstanding
007405	000000002	HINRICHS, DAVID C	16	BI-WEEKLY	\$1,185.46	8/1/03	Outstanding
007406	000000005	HUGHES, JOSEPH A	16	BI-WEEKLY	\$1,174.19	8/1/03	Outstanding
007407	000000037	WALSH, KEVIN	16	BI-WEEKLY	\$802.61	8/1/03	Outstanding
007401		VOID	16		\$0.00	8/1/03	Void
007402		VOID	16		\$0.00	8/1/03	Void
					\$6,037.48		

CITY OF LAUDERDALE

08/08/03 8:42 AM

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Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name AMERICAN ENGINEERING TESTING				
016479	8/12/03	081203claims 23370	\$896.80	'03 st/util ump concrete/soil testing
<i>Search Name AMERICAN ENGINEERING TESTING</i>			<u>\$896.80</u>	
Search Name BONESTROO, ROSENE, ANDERLIK				
016480	8/12/03	081203claims 99623	\$560.04	06/03 '02 st/util imp
016480	8/12/03	081203claims 99622	\$9,941.43	06/03 '00 st/util imp
016480	8/12/03	081203claims 99624	\$41,317.67	06/03 '03 st/util imp
016480	8/12/03	081203claims 99625	\$426.00	06/03 '03 st/util imp
016480	8/12/03	081203claims 99621	\$133.23	06/03 general engineering
<i>Search Name BONESTROO, ROSENE, ANDERLIK</i>			<u>\$52,378.37</u>	
Search Name CINTAS				
016481	8/12/03	081203claims 8/12/03	\$74.46	7/28, 8/4 pw uniforms
<i>Search Name CINTAS</i>			<u>\$74.46</u>	
Search Name CITY OF FALCON HEIGHTS				
016482	8/12/03	081203claims 8/12/03	\$1,436.00	06/03 fire calls
<i>Search Name CITY OF FALCON HEIGHTS</i>			<u>\$1,436.00</u>	
Search Name CITY OF ROSEVILLE				
016483	8/12/03	081203claims 4147	\$164.08	08/03 technical services
<i>Search Name CITY OF ROSEVILLE</i>			<u>\$164.08</u>	
Search Name DONALD SALVERDA & ASSOCIATES				
016484	8/12/03	081203claims p92205b	\$154.16	effective mgmt program
<i>Search Name DONALD SALVERDA & ASSOCIATES</i>			<u>\$154.16</u>	
Search Name EAST HENNEPIN AUTO SERVICE INC				
016485	8/12/03	081203claims 8/12/03	\$8.60	07/03 truck fuel
016485	8/12/03	081203claims 8/12/03	\$8.60	07/03 truck fuel
<i>Search Name EAST HENNEPIN AUTO SERVICE INC</i>			<u>\$17.20</u>	
Search Name HOME DEPOT CRC				
016486	8/12/03	081203claims 5131443	\$62.33	plastic/stakes for water slide
<i>Search Name HOME DEPOT CRC</i>			<u>\$62.33</u>	
Search Name HUGHES & COSTELLO				
016487	8/12/03	081203claims 8/12/03	\$850.00	08/03 legal services
016487	8/12/03	081203claims 8/12/03	\$99.25	08/03 print/process
<i>Search Name HUGHES & COSTELLO</i>			<u>\$949.25</u>	
Search Name KENNEDY & GRAVEN				
016488	8/12/03	081203claims 57265	\$122.37	06/03 legal services
<i>Search Name KENNEDY & GRAVEN</i>			<u>\$122.37</u>	
Search Name OFFICE MAX				
016489	8/12/03	081203claims 2619j183	\$38.31	general office supplies
<i>Search Name OFFICE MAX</i>			<u>\$38.31</u>	
Search Name ORIENTAL TRADING CO				
016490	8/12/03	081203claims 50999549401	\$18.90	daynpk prizes
<i>Search Name ORIENTAL TRADING CO</i>			<u>\$18.90</u>	

CITY OF LAUDERDALE

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Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name PARK HARDWARE HANK				
016491	8/12/03	081203claims 8/12/03	\$52.89	maintenance/cleaning supplies
<i>Search Name PARK HARDWARE HANK</i>			<u>\$52.89</u>	
Search Name PARK SERVICE				
016492	8/12/03	081203claims 8/12/03	\$38.30	07/03 truck fuel
016492	8/12/03	081203claims 8/12/03	\$38.30	07/03 truck fuel
<i>Search Name PARK SERVICE</i>			<u>\$76.60</u>	
Search Name QWEST				
016493	8/12/03	081203claims 8/12/03	\$227.56	08/03 city hall phone
<i>Search Name QWEST</i>			<u>\$227.56</u>	
Search Name RAPIT PRINTING				
016494	8/12/03	081203claims 103206	\$93.72	bus cards kevin/james
016494	8/12/03	081203claims 103206	\$167.30	print 3q03 newsletter
<i>Search Name RAPIT PRINTING</i>			<u>\$261.02</u>	
Search Name ST PAUL REGIONAL WATER SERVICE				
016495	8/12/03	081203claims 8/12/03	\$6.29	2q03 water bill
016495	8/12/03	081203claims 8/12/03	\$6.28	2q03 water bill
<i>Search Name ST PAUL REGIONAL WATER SERVICE</i>			<u>\$12.57</u>	
Search Name US BANK, DEBT SERVICES				
016496	8/12/03	081203claims 1239115	\$158.13	'00 st/util admin fees
<i>Search Name US BANK, DEBT SERVICES</i>			<u>\$158.13</u>	
Search Name XCEL ENERGY				
016497	8/12/03	081203claims 8/12/03	\$19.88	07/03 gas, electric 4 city hall
016497	8/12/03	081203claims 8/12/03	\$6.63	07/03 gas, electric 4 city hall
016497	8/12/03	081203claims 8/12/03	\$137.63	07/03 gas, electric 4 city hall
016497	8/12/03	081203claims 8/12/03	\$45.88	07/03 gas, electric 4 city hall
016497	8/12/03	081203claims 8/12/03	\$437.20	07/03 street lighting
<i>Search Name XCEL ENERGY</i>			<u>\$647.22</u>	
Grand Total			<u>\$57,748.22</u>	

CITY OF LAUDERDALE
Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name SM HENTGES & SONS				
016499	8/12/03	0812b '03 pay req #4	\$403,763.50	'03 st/util imp
<i>Search Name SM HENTGES & SONS</i>			<u>\$403,763.50</u>	
Grand Total			\$403,763.50	



Owner: City of Lauderdale, 1891 Walnut St., Lauderdale, MN 55113	Date: August 4, 2003
For Period: 7/1/2003 to 8/4/2003	Request No: 4
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>1,183,246.47</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>1,183,246.47</u>
8	Less Retainage 5%		\$	<u>59,162.32</u>
9	Subtotal		\$	<u>1,124,084.15</u>
10	Less Amount Paid Previously		\$	<u>720,320.65</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>4</u>		\$	<u><u>403,763.50</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	0.1	0.8	\$55,264.87
2	TRAFFIC CONTROL	LS	1	7000.00	0.1	0.8	\$5,600.00
3	SILT FENCE, REGULAR	LF	400	1.50		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	550	1050	\$3,675.00
9	REMOVE CONCRETE SIDEWALK	SF	3450	0.40	730	1230	\$492.00
10	REMOVE CONCRETE CURB AND GUTTER	LF	30	3.00	48	138	\$414.00
11	REMOVE CONCRETE PAVEMENT	SF	5400	0.50	2560	5560	\$2,780.00
12	REMOVE FENCE	LF	550	2.00		489	\$978.00
13	REMOVE CONCRETE STEP	EA	60	50.00	4	23	\$1,150.00
14	CLEAR AND GRUB	TREE	22	200.00		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	5000	20000	\$163,800.00
18	EXCAVATION - TRAIL	LF	130	12.00			\$0.00
19	SELECT GRANULAR BORROW (CV)	CY	8500	11.65	1677	6500	\$75,725.00
20	SUBGRADE EXCAVATION (EV)	CY	1000	7.25	44	44	\$319.00
21	GEOTEXTILE FABRIC, TYPE IV	SY	26500	1.00	3535	18000	\$18,000.00
22	4" PERFORATED POLYETHYLENE PIPE	LF	1600	3.75	340	1500	\$5,625.00
23	CONNECT DRAIN TILE TO STRUCTURE	EA	32	50.00	7	30	\$1,500.00
24	AGGREGATE BASE, CLASS 5 (CV)	CY	6400	18.00	1183	4400	\$79,200.00
25	AGGREGATE BASE, CLASS 5 - TRAIL (CV)	CY	45	21.25			\$0.00
26	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1250	1.50	225	225	\$337.50
27	BITUMINOUS BASE COURSE TYPE 31	TN	2800	32.50	1398	1398	\$45,435.00
28	BITUMINOUS WEAR COURSE TYPE 41	TN	2100	35.50			\$0.00
29	BITUMINOUS WEAR COURSE TYPE 41A - TRAIL	TN	20	62.00			\$0.00
30	BITUMINOUS PATCHING	SY	740	44.75			\$0.00
31	BITUMINOUS DRIVEWAY PATCHING	SY	770	21.50	247	247	\$5,310.50
32	B618 CONCRETE CURB AND GUTTER	LF	13125	7.60	324	7031	\$53,435.60
33	CONCRETE STREET PATCHING	SF	150	11.80	150	150	\$1,770.00
34	7" CONCRETE DRIVEWAY PAVEMENT	SF	9400	5.20	6349	8355	\$43,446.00
35	CONCRETE STEP	EA	60	170.00	55	55	\$9,350.00
36	4" CONCRETE SIDEWALK	SF	3450	3.25	1946	2048	\$6,656.00
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:						\$598,270.47
	PART 1 - STREETS: - Bid Amount Total - \$967,850.09						
PART 2 - ALLEY IMPROVEMENTS:							
41	REMOVE BITUMINOUS PAVEMENT	SY	40	5.00	58	63	\$315.00
42	REMOVE CONCRETE PAVEMENT	SF	30	0.75	379	464	\$348.00
43	CLEAR AND GRUB	LS	1	1000.00	0.1	0.9	\$900.00
44	COMMON EXCAVATION (EV)	CY	1500	10.00	314	1521	\$15,210.00
45	MOTOR GRADER WITH OPERATOR	HR	50	100.00	7	7	\$700.00
46	FRONT END LOADER WITH OPERATOR	HR	20	105.00	3	3	\$315.00
47	SKIDSTEER (BOBCAT) WITH OPERATOR	HR	85	82.00	17	17	\$1,394.00
48	AGGREGATE BASE, CLASS 5	TN	1500	10.50	1825	1825	\$19,162.50
49	BITUMINOUS MATERIAL FOR TACK COAT	GAL	280	1.50			\$0.00
50	BITUMINOUS BASE COURSE TYPE 31	TN	700	36.00	675	675	\$24,300.00
51	BITUMINOUS WEAR COURSE TYPE 41	TN	530	38.50			\$0.00
	Total PART 2 - ALLEY IMPROVEMENTS:						\$62,644.50
	PART 2 - ALLEY IMPROVEMENTS: - Bid Amount Total - \$92,067.50						
PART 3 - STORM SEWER:							
52	REMOVE MANHOLE	EA	13	150.00	4	13	\$1,950.00
53	REMOVE CATCH BASIN	EA	6	150.00	2	8	\$1,200.00
54	REMOVE REINFORCED CONCRETE PIPE (RCF)	LF	1100	7.00	-46	1416	\$9,912.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
55	REMOVE CORRUGATED METAL PIPE (CMP) AND HDPE PIPE	LF	2200	6.00	226	525	\$3,150.00
56	BULKHEAD EXISTING STORM SEWER	EA	2	75.00	4	5	\$375.00
57	SALVAGE AND REINSTALL CONCRETE PIPE	LF	14	22.00			\$0.00
58	CLEAR AND GRUB	LS	1	1100.00	0.2	1	\$1,100.00
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	237	1190	\$27,370.00
62	15" RCP STORM SEWER, CLASS 5	LF	560	24.00	164	451	\$10,824.00
63	18" RCP STORM SEWER, CLASS 5	LF	1430	26.00	446	1420	\$36,920.00
64	21" RCP STORM SEWER, CLASS 5	LF	535	30.00	530	530	\$15,900.00
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	\$752.00
67	18" RCP FLARED END SECTION, INCL TRASH GUARD	EA	1	1025.00	1	1	\$1,025.00
68	CLASS III RANDOM RIPRAP	CY	12	75.00	12	12	\$900.00
69	2' X 3' CATCH BASIN	EA	9	1112.00	3	9	\$10,008.00
70	SHALLOW CATCH BASIN	EA	3	1024.00		3	\$3,072.00
71	6' DIA STORM SEWER CBMH, INC 2' SUMP, R- 4342 CSTG	EA	1	3825.00	1	1	\$3,825.00
72	5' DIA STORM SEWER MH, INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	1	2769.00	1	1	\$2,769.00
73	5' DIA STORM SEWER CBMH, INC R-3067-V, CSTG AND CONC ADJ RINGS	EA	1	2629.00	-1	1	\$2,629.00
74	4' DIA STORM SEWER MH, INC 2' SUMP, R- 1642-B CSTG	EA	1	1928.00	1	1	\$1,928.00
75	4' DIA STORM SEWER MH, INCL R-1642-B CSTG	EA	3	1788.00	2	3	\$5,364.00
76	4' DIA STORM SEWER CBMH, INC R-3067-V, CSTG AND CONC ADJ RINGS	EA	27	1788.00	9	28	\$50,064.00
77	4' DIAMETER STRUCTURE OVERDEPTH	LF	2	79.00		2.7	\$213.30
78	CONSTRUCT MH OVER EXISTING PIPE	EA	2	750.00	1	2	\$1,500.00
79	CONNECT TO EXISTING STORM SEWER SERVICE	EA	3	500.00	1	1	\$500.00
80	CONNECT TO EXISTING CBMH	EA	1	600.00			\$0.00
	Total PART 3 - STORM SEWER:						\$207,303.50
	PART 3 - STORM SEWER: - Bid Amount Total - \$221,054.00						
PART 4 - SANITARY SEWER:							
81	BYPASS PUMPING	LS	1	3500.00	0.2	1	\$3,500.00
82	REMOVE MANHOLE	EA	13	150.00	3	13	\$1,950.00
83	REMOVE LIFT STATION	LS	1	5000.00		1	\$5,000.00
84	REMOVE SANITARY SEWER PIPE	LF	3510	0.01	1010	3510	\$35.10
85	REMOVE FORCEMAIN PIPE	LF	2880	6.00		1692	\$10,152.00
86	REMOVE SANITARY SEWER SERVICE PIPE	LF	4050	1.00	1153	2353	\$2,353.00
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		20	\$0.20
91	4' DIAMETER SANITARY MANHOLES (10' DEEP	EA	12	1859.00	4	10	\$18,590.00
92	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	17.8	78.00	14.5	28.5	\$2,223.00
93	8" PVC SANITARY SEWER, SDR 35, 0'-10' DEEP	LF	437	20.50	-31	437	\$8,958.50
94	8" PVC SANITARY SEWER, SDR 35, 10'-12' DEEP	LF	849	22.50	179	849	\$19,102.50
95	8" PVC SANITARY SEWER, SDR 35, 12'-14' DEEP	LF	1192	24.50	515	1192	\$29,204.00
96	8" PVC SANITARY SEWER, SDR 35, 14'-16' DEEP	LF	585	26.50	189	585	\$15,502.50
97	8" PVC SANITARY SEWER, SDR 35, 16'-18' DEEP	LF	420	32.50	62	420	\$13,650.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
98	8" PVC SANITARY SEWER, SDR 35, 18'-20' DEEP	LF	235	42.50	235	235	\$9,987.50
99	CORE DRILL CONNECTION TO EXISTING MANHOLE	EA	2	900.00		2	\$1,800.00
100	CONNECT TO EXISTING SANITARY SEWER 8" VCP PIPE	EA	3	430.00	1	4	\$1,720.00
101	CONSTRUCT MANHOLE OVER EXISTING PIPE	EA	3	2169.00		2	\$4,338.00
102	8" DIP OUTSIDE DROP INLET PIPE	LF	8.9	378.00		7.9	\$2,986.20
103	8" DIP SANITARY SEWER	LF	40	24.00		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	42	106	\$4,134.00
106	8" X 6" PVC WYE, SDR 26	EA	4	51.00	2	4	\$204.00
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	1218	2291	\$27,492.00
110	6" PVC, SDR 26 SERVICE PIPE	LF	70	13.00	49	82	\$1,066.00
111	4" PVC, SDR 26 RISER PIPE	LF	150	12.00	236	353	\$4,236.00
112	6" PVC, SDR 26 RISER PIPE	LF	10	13.00	5	5	\$65.00
113	CONNECT TO EXISTING SEWER SERVICE	EA	125	155.00	48	99	\$15,345.00
114	INSULATION, 3" THICK	SY	7	13.50	4	4	\$54.00
	Total PART 4 - SANITARY SEWER:						\$207,209.50
	PART 4 - SANITARY SEWER: - Bid Amount Total - \$245,848.80						
PART 5 - WATER MAIN:							
115	REMOVE HYDRANT	EA	7	275.00	4	8	\$2,200.00
116	REMOVE GATE VALVE AND BOX	EA	7	100.00	4	8	\$800.00
117	REMOVE WATER MAIN	LF	6000	5.00	585	3455	\$17,275.00
118	WATER MAIN TRENCH	LF	5575	8.00	1695	4565	\$36,520.00
119	WATER SERVICE TRENCH	LF	4450	10.00	130	1403	\$14,030.00
120	MECHANICAL TRENCH COMPACTION	LF	10025	1.00	2225	5968	\$5,968.00
121	PIPE BEDDING	LF	5575	2.00	2225	5968	\$11,936.00
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		2	\$9.00
	Total PART 5 - WATER MAIN:						\$88,738.00
	PART 5 - WATER MAIN: - Bid Amount Total - \$144,456.50						
PART 6 - WARMING HOUSE DRIVE AND PARKING AREA:							
125	MOBILIZATION	LS	1	500.00	0.9	0.9	\$450.00
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	56	56	\$2,016.00
133	BITUMINOUS WEAR COURSE TYPE 41	TN	33	38.50			\$0.00
	Total PART 6 - WARMING HOUSE DRIVE AND PARKING AREA:						\$2,466.00
	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	71	71	\$1,065.00
145	CONNECT TO EXISTING STORM MANHOLE	EA	1	750.00		1	\$750.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
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
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:						\$16,614.50
	ALTERNATE NO. 1 - NATURE AREA DRAINAGE IMPROVEMENTS: - Bid Amount Total - \$17,980.00						

Total PART 1 - STREETS:	\$598,270.47
Total PART 2 - ALLEY IMPROVEMENTS:	\$62,644.50
Total PART 3 - STORM SEWER:	\$207,303.50
Total PART 4 - SANITARY SEWER:	\$207,209.50
Total PART 5 - WATER MAIN:	\$88,738.00
Total PART 6 - WARMING HOUSE DRIVE AND PARKING AREA:	\$2,466.00
Total ALTERNATE NO. 1 - NATURE AREA DRAINAGE IMPROVEMENTS:	\$16,614.50
Total Work Completed To Date	\$1,183,246.47

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
4	07/01/2003	08/04/03	403,763.50	59,162.32	1,183,246.47

Material on Hand

Total Payment to Date		\$1,124,084.15	Original Contract	\$1,696,724.39
Retainage Pay No.	4	59,162.32	Change Orders	
Total Amount Earned		\$1,183,246.47	Revised Contract	\$1,696,724.39

Lauderdale City Council Memorandum

Council Meeting Date: August 12, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: Resolution 081203A: Resolution Declaring Costs to be Assessed for the 2002 Street and Utility Improvements and Ordering the Preparation of a Proposed Assessment

BACKGROUND:

The first step in the assessment process for the 2002 Street and Utility Improvements is to pass a resolution declaring that certain costs of the improvement be will assessed and it orders the City Administrator to prepare an assessment roll.

The following is a preliminary schedule and a process for assessing the 2002 Street and Utility Improvements:

August 12	Resolution Declaring Costs to be Assessed for the 2002 Street and Utility Improvements and Ordering the Preparation of a Proposed Assessment
August 26	Resolution Receiving Assessment Roll, Setting Assessment Hearing Dates
September 2 and 9	Notice of Hearing Published in the Roseville Review
September 5	Notice of Hearing Mailed to Affected Property Owners
September 23	Assessment Hearings. Planned Adoption of the Assessment Roll
October 13	Continued Assessment Hearings, if needed. Final Date for Adoption of Assessment Roll
September 24- October 24	Prepayment of Assessments (at least 30 days)
October 27- October 31	Tally of Final Assessment Roll
October 31	Certification of Final Assessment Roll to Ramsey County

ENCLOSURES:

1. Resolution 081203A: Resolution Declaring Costs to be Assessed for the 2002 Street and Utility Improvements and Ordering the Preparation of a Proposed Assessment

COUNCIL ACTION REQUESTED:

Approve Resolution 081203A: Resolution Declaring Costs to be Assessed for the 2002 Street and Utility Improvements and Ordering the Preparation of a Proposed Assessment

RESOLUTION NO. 081203A

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

**RESOLUTION DECLARING COST TO BE ASSESSED FOR THE 2002 STREET AND
UTILITY IMPROVEMENTS, AND ORDERING PREPARATION OF PROPOSED
ASSESSMENT**

WHEREAS, a contract has been let for the improvement of Walnut Street between Roselawn Avenue and Ryan Avenue, Malvern Street between Roselawn Avenue and Ryan Avenue, Eustis Street between Roselawn Avenue and Ryan Avenue, Carl Street between Roselawn Avenue and Ryan Avenue, Pleasant Street between Roselawn Avenue and Ryan Avenue, and all of Ryan Avenue by conducting street reconstruction, sanitary sewer improvements and replacement, water main replacement, storm sewer system improvements, and alley improvements and to improve property west of Walnut Street between Broadway Drive and Como Avenue by conducting sanitary sewer improvements and replacement and the contract price for such improvements is \$1,752,869.93, and the expenses incurred or to be incurred in the making of such improvement amount to \$438,217.47 so that the total cost of the improvement will be \$2,191,087.40.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAUDERDALE,
MINNESOTA:**

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$1,509,984.49 and the portion of the cost to be assessed against benefited property owners is declared to be \$681,102.91.
2. Assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of the installments to be payable at the interest rate of 6.4 percent per annum from the date of the resolution levying the same to December 31, 2003, and each subsequent installment will be payable with one year's interest at said rate on all unpaid installments, except that no interest will be charged if the entire assessment as to any parcel is paid to the City of Lauderdale within 30 days from the adoption of the assessment roll.
3. The City Administrator, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The City Administrator shall upon the completion of such proposed assessment, notify the City Council thereof.

Adopted by the Lauderdale City Council this 12th day of August, 2003.

I CERTIFY THAT the above resolution was adopted by the City Council of Lauderdale this 12th day of August, 2003.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

Lauderdale City Council Memorandum

Council Meeting Date: August 12, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: 2003 Pay Equity Implementation Report

BACKGROUND:

As you may recall, the City of Lauderdale submitted its 2003 Pay Equity Report in January. This is required by all Local Units of Government every three years to verify compliance with the Local Government Pay Equity Act. As was stated in a previous memorandum, the Pay Equity Act was adopted in 1984 by the Legislature to eliminate gender based wage disparities among job classes of comparable job value. A computer-generated model was created which indicates if wages are equitable. This is done by comparing male dominated jobs to female dominated jobs based on job points. Job points are determined by time spent profiles which evaluate the amount of time each position spends performing specific duties and tasks. To help make this less complicated, the Metropolitan Area City Managers group, with the cooperation of most of the Metropolitan Area Cities, established benchmarks for several municipal positions. These benchmarks were used, along with comparisons to other cities with similar positions, to establish Lauderdale's job points.

The report that was submitted to the Department of Employee Relations (DOER) in January was found to not be in compliance. This was due to the DOER examining a salary schedule that assumed the Deputy Clerk position is currently being held by a female – which it is not. At the time the report was submitted, the position was vacant and is now held by a male. Nonetheless, the DOER requires that we resubmit the report even though there are no female employees at this time. The report is completed illustrating that all job classes are held by males in the City and that we are in compliance with the Pay Equity Act.

ENCLOSURES:

1. 2003 Pay Equity Implementation Report

COUNCIL ACTION REQUESTED:

Motion to adopt the attached Pay Equity Implementation Report, verifying compliance for the City of Lauderdale with the Pay Equity Act.

PART F: Job Class Information

Report Date August 14, 2000

CITY OF LAUDERDALE
(Name of Jurisdiction)

1891 WALNUT STREET

(Address)

LAUDERDALE, MN 55113

(City, State, Zip)

Contact Person RICK GETSCHOW

Phone

651-631-0300

FAX

651-631-2066

FAX

To convert an hourly rate to a monthly rate, multiply hourly rate by 173.3

Class Title	A	B	C	D	E	F	G	H	I	J
		Number of Male Employees	Number of Female Employees	Class Type M, F, B	Comparable Work Value (Job Points)	Minimum Monthly Salary	Maximum Monthly Salary	Years to Max.	# Years of Service	Exceptional Service Pay
1. DEPUTY CLERK		1	0	M	55	\$ 2539	\$ 3174	3		
2. PUBLIC WORKS MAINTENANCE		1	0	M	56	\$ 2721	\$ 3402	3		
3. PUBLIC WORKS COORDINATOR		1	0	M	82	\$ 3083	\$ 3853	3		
4. ADMINISTRATIVE ANALYST		1	0	M	82	\$ 3030	\$ 3787	3		
5. CITY ADMINISTRATOR		1	0	M	138	\$ 4658	\$ 5823	3		
6.						\$	\$			
7.						\$	\$			
8.						\$	\$			
9.						\$	\$			
10.						\$	\$			
11.						\$	\$			
12.						\$	\$			
13.						\$	\$			
14.						\$	\$			
15.						\$	\$			
16.						\$	\$			

Please make additional copies of this form as needed to allow space for all the job classes in your jurisdiction.

Return to: Faith Zwemke, Department of Employee Relations, 200 Centennial Building, 658 Cedar Street, St. Paul, MN 55155-1603

Questions: Call (651) 296-2653 (voice)
(651) 297-2003 (TTY)

Jurisdiction Name: CITY OF LAUDERDALE

NOTICE

2003 Pay Equity Report

This jurisdiction is submitting a pay equity implementation report to the Minnesota Department of Employee Relations as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted to the department by January 31, 2003.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all union representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

RICK GETSCHOW

1891 WALNUT STREET

LAUDERDALE, MN 55113 (651) 631-0300

(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact:

Pay Equity Coordinator
Minnesota Department of Employee Relations
Second Floor, Centennial Office Building
658 Cedar Street
St. Paul, MN 55155-1603

Lauderdale City Council Memorandum

Council Meeting Date: August 12, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: MNDOT Highway 280 Project

BACKGROUND:

I will provide a brief update at the Council meeting on the status of a federal transportation funding (ISTEA) application for the reconstruction of the Hennepin/Larpenteur Avenue interchange.

This latest update is based on a recent conversation with MNDOT Area Manager Frank Pafko.

Lauderdale City Council Memorandum

Council Meeting Date: August 12, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: 2004 Budget Discussion

BACKGROUND:

Enclosed under separate cover is the:

- *2004 Proposed General Fund Budget; and*
- *2004 General Fund Budget Notes and Narrative*

The work session discussion at this meeting should focus on the general fund because of its impact on the preliminary property tax levy. The preliminary tax levy needs to be certified to Ramsey County by September 15, 2003.

There are extensive notes and narrative on the 2004 Lauderdale Budget enclosed in the packet, so there should be ample opportunity for discussion.

The focus of the 2004 Budget discussion at the August 26 meeting will be on all of the other funds in the budget including special revenue and capital improvement funds.