

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, AUGUST 26, 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 8/12/03 City Council Meeting
- B. Approval of claims totaling \$54,915.75
- C. Approval of Pay Request #12 for the 2002 Street and Utility Improvements for Northdale Construction Company, Inc. in the amount of \$44,928.90

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 082603A: Resolution Receiving the Proposed Assessment Roll and Providing for a Public Hearing For The 2002 Street And Utility Improvements
 - B. Approval of the 2003-2004 City Insurance Policy
 - C. Resolution 082603B: A Resolution Appointing an LMCIT Insurance Agent
 - D. Resolution 082603C: A Resolution Opposing The Closure Of Any Suburban Courthouse And Requesting Ramsey County District Court To Share Information And Cooperatively Examine Possible Solutions For State Funding Cuts
11. **REPORTS**
12. **ITEMS REMOVED FROM THE CONSENT AGENDA**
13. **ADDITIONAL ITEMS**
14. **SET AGENDA FOR NEXT MEETING**
15. **WORK SESSION DISCUSSION**
 - A. 2004 Budget (Fund Budgets 201-601)
16. **ADJOURNMENT**

**Lauderdale City Council
Meeting Minutes
August 12, 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 29, 2003 City Council meeting. Motion carried unanimously.

B. Approval of Claims totaling \$68,516.40. Motion by Giannetti, second by McCloskey to approve the claims totaling \$68,516.40. Motion carried unanimously.

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. Motion by Gill-Gerbig, second by Giannetti to approve Pay Request #4 for the 2003 Street and Utility Improvements in the amount of \$403,763.50. Motion carried unanimously.

5. OPPORTUNITY FOR THE PUBLIC TO ADDRESS ITEMS NOT ON THE AGENDA
6. CONSENT
7. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS/
CITIZENS ADDRESSING STREET AND UTILITY IMPROVEMENTS
8. INFORMATIONAL PRESENTATIONS
9. PUBLIC HEARINGS
10. ACTION

A. Resolution 081203A: A Resolution Declaring Cost to be Assessed for the 2002 Street and Utility Improvements and Ordering Preparation of Proposed Assessment. The City Administrator stated that the first step in undertaking the assessment for the 2002 Street and Utility Improvements is to pass a resolution declaring that costs be assessed and then ordering the Administrator to prepare an assessment roll. A schedule of the process for assessing these improvements was discussed, with the next step involving receiving the assessment roll and setting a public hearing at the next City Council meeting.

Motion by Christensen, second by McCloskey to approve Resolution 081203A: A Resolution Declaring Costs to be Assessed for the 2002 Street and Utility Improvements and Ordering the Preparation of a Proposed Assessment. Roll: Yes: all. Motion carried.

B. Approval of the 2003 Pay Equity Implementation Report. The City Administrator stated that the City of Lauderdale submitted its 2003 Pay Equity Report in January. This report that was submitted to the Department of Employee Relations (DOER) in January was found to not be in compliance due to an examination of the salary schedule that assumed the Deputy Clerk position is currently being held by a female. At the time the report was submitted, the position was vacant and is now held by a male. Nonetheless, the DOER requires that the City resubmit the report even though there are no female employees at this time. The report is completed showing that all job classes are held by males in the City and is within compliance of the Pay Equity Act.

Motion by Gill-Gerbig, second by Giannetti to adopt the attached Pay Equity Implementation Report, verifying compliance for the City of Lauderdale with the Pay Equity Act. Roll: Yes: all. Motion carried.

11. REPORTS

A. MNDOT Highway 280 Reconstruction Project. Administrator Getschow stated that he has again recently discussed the Highway 280 project with MnDOT Area Manager Frank Pafko. Pafko stated that the application deadline for federal surface transportation program (STP) funding for the reconstruction of the Larpenteur Avenue interchange is at the end of August. MnDOT intends to apply for these funds that could be utilized in 2007-2008 and is seeking a letter of support from Lauderdale and other surrounding communities for the pursuit of this funding. Getschow handed out the letter from Pafko requesting support. Getschow stated that even though Lauderdale support for this application was assured, MnDOT was talking to other local government jurisdictions to gauge their support. All indications are that there is unanimous support for reconstructing the Larpenteur Avenue interchange.

There will most likely be another update on this issue when the federal applications are awarded in the later part of the fall.

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

1. Insurance Policy Renewal
2. 2004 Budget Discussion
3. Resolution Receiving Assessment Roll on the 2002 Improvements and Setting a Hearing for the Assessment

A break was taken at 7:29 p.m. to transition into a work session discussion.

15. WORK SESSION DISCUSSION

The meeting resumed at 7:32 p.m.

2004 Budget Discussion. The City Council discussed the 2004 Budget. The discussion focused primarily on the General Fund Budget.

16. ADJOURNMENT

Motion by Gill-Gerbig, second by Christensen to adjourn at 9:15 P.M. Ayes: All.

CITY OF LAUDERDALE
Claims for Approval
August 26, 2003 City Council Meeting

<u>Payroll</u>		
08/15/03 Payroll:	Check # 7409-7413	\$6,113.65
08/15/03 Payroll:	EFT: Federal Withholding Taxes/FICA	\$2,465.18
08/15/03 Payroll:	EFT: PERA	\$1,031.14
08/15/03 Payroll:	EFT: ICMA Retirement Fund	\$1,280.43
<u>Vendor Claims</u>		
08/26/03 Claims:	Check # 16501-16514, 16516-16523	\$44,025.35

Subtotal of Claims From Above **\$54,915.75**

08/26/03 Northdale Construction: Check #16515 **\$44,928.90**

Total Claims for Approval	\$99,844.65
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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
007409	000000011	BOWNIK, JAMES	17	BI-WEEKLY	\$1,000.43	8/15/03	Outstanding
007410	000000003	GETSCHOW, RICK	17	BI-WEEKLY	\$1,874.79	8/15/03	Outstanding
007411	000000002	HINRICHS, DAVID C	17	BI-WEEKLY	\$1,248.13	8/15/03	Outstanding
007412	000000005	HUGHES, JOSEPH A	17	BI-WEEKLY	\$1,177.46	8/15/03	Outstanding
007413	000000037	WALSH, KEVIN	17	BI-WEEKLY	\$812.84	8/15/03	Outstanding
007408		VOID	17		\$0.00	8/15/03	Void
					<hr/>		
					\$6,113.65		

CITY OF LAUDERDALE

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name AT & T				
016501	8/26/03	082603claims 1226019395	\$9.36	08/03 long distance
<i>Search Name AT & T</i>			\$9.36	
Search Name BFI				
016502	8/26/03	082603claims 8/26/03	\$2,415.00	07/03 recycling
<i>Search Name BFI</i>			\$2,415.00	
Search Name BIFFS, INC.				
016503	8/26/03	082603claims w197757	\$70.26	park biffy thru 8/5/03
<i>Search Name BIFFS, INC.</i>			\$70.26	
Search Name BWANA ARCHERY				
016504	8/26/03	082603claims 10902	\$127.78	2 archery bales for park
<i>Search Name BWANA ARCHERY</i>			\$127.78	
Search Name CINTAS				
016505	8/26/03	082603claims 8/26/03	\$74.46	8/11, 8/18 pw uniforms
<i>Search Name CINTAS</i>			\$74.46	
Search Name CITY OF FALCON HEIGHTS				
016506	8/26/03	082603claims 8/26/03	\$1,077.00	07/03 fire calls
<i>Search Name CITY OF FALCON HEIGHTS</i>			\$1,077.00	
Search Name CITY OF ST ANTHONY				
016507	8/26/03	082603claims 770	\$19,266.66	09/03 police services
<i>Search Name CITY OF ST ANTHONY</i>			\$19,266.66	
Search Name DEALER AUTOMOTIVE SERVICES				
016508	8/26/03	082603claims 2-032700	\$147.12	install rear sliding window on truck
016508	8/26/03	082603claims 2-032700	\$147.13	install rear sliding window on truck
<i>Search Name DEALER AUTOMOTIVE SERVICES</i>			\$294.25	
Search Name GOPHER STATE ONE-CALL				
016509	8/26/03	082603claims 3070498	\$3.80	07/03 locate services
<i>Search Name GOPHER STATE ONE-CALL</i>			\$3.80	
Search Name LMCIT				
016510	8/26/03	082603claims 13810	\$387.00	08/03-8/04 auto insurance
016510	8/26/03	082603claims 13810	\$387.00	08/03-8/04 auto insurance
016510	8/26/03	082603claims 13810	\$2,177.00	08/03-8/04 general liability/bond insuranc
016510	8/26/03	082603claims 13810	\$3,483.20	08/03-8/04 general liability/bond insuranc
016510	8/26/03	082603claims 13810	\$726.00	08/03-8/04 property/mobile equip insuran
016510	8/26/03	082603claims 13811	\$162.00	08/03-8/04 open meeting law insurance
016510	8/26/03	082603claims 13810	\$726.00	08/03-8/04 property/mobile equip insuran
016510	8/26/03	082603claims 13811	\$101.25	08/03-8/04 open meeting law insurance
016510	8/26/03	082603claims 13810	\$3,047.80	08/03-8/04 general liability/bond insuranc
016510	8/26/03	082603claims 13811	\$141.75	08/03-8/04 open meeting law insurance
<i>Search Name LMCIT</i>			\$11,339.00	
Search Name MET-COUNCIL ENVIRONMENTAL SER.				
016511	8/26/03	082603claims 760418	\$6,612.67	09/03 wastewater services

CITY OF LAUDERDALE

08/22/03 10:52 AM

Page 2

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
<i>Search Name MET-COUNCIL ENVIRONMENTAL SER.</i>			\$6,612.67	
Search Name NORTH STAR BANK, PETTY				
016512	8/26/03	082603claims 8/26/03	\$60.15	computer memory card
016512	8/26/03	082603claims 8/26/03	\$43.20	mileage rick
016512	8/26/03	082603claims 8/26/03	\$47.88	mileage james
<i>Search Name NORTH STAR BANK, PETTY</i>			\$151.23	
Search Name NORTH SUBURBAN ACCESS CORP				
016513	8/26/03	082603claims 03055	\$491.07	2q03 programming/webstreaming
<i>Search Name NORTH SUBURBAN ACCESS CORP</i>			\$491.07	
Search Name NORTH SUBURBAN COMMUNICATIONS				
016514	8/26/03	082603claims cc03-033	\$140.30	2q03 internet services
<i>Search Name NORTH SUBURBAN COMMUNICATIONS</i>			\$140.30	
Search Name NORTHDALE CONSTRUCTION, INC.				
016515	8/26/03	082603claims 02 pay req #12	\$44,928.90	'02 st/util imp
<i>Search Name NORTHDALE CONSTRUCTION, INC.</i>			\$44,928.90	
Search Name RAMSEY COUNTY, PROP REC & REV				
016516	8/26/03	082603claims risk000599	\$936.97	08/03 employee benefits
<i>Search Name RAMSEY COUNTY, PROP REC & REV</i>			\$936.97	
Search Name SAFETY SIGNS				
016517	8/26/03	082603claims 31316	\$124.46	nat'l night out barricades
<i>Search Name SAFETY SIGNS</i>			\$124.46	
Search Name SAM'S CLUB				
016518	8/26/03	082603claims 3659	\$255.62	daynpk supplies
<i>Search Name SAM'S CLUB</i>			\$255.62	
Search Name SMD TELECOMMUNICATIONS				
016519	8/26/03	082603claims 501772	\$325.09	2 phones for city hall
<i>Search Name SMD TELECOMMUNICATIONS</i>			\$325.09	
Search Name SPRINT PCS				
016520	8/26/03	082603claims 8/26/03	\$12.94	08/03 pw cell phone
016520	8/26/03	082603claims 8/26/03	\$12.94	08/03 pw cell phone
<i>Search Name SPRINT PCS</i>			\$25.88	
Search Name SUBURBAN RATE AUTHORITY				
016521	8/26/03	082603claims 8/26/03	\$150.00	2nd 1/2 '03 membership dues
<i>Search Name SUBURBAN RATE AUTHORITY</i>			\$150.00	
Search Name WALTER'S RUBBISH				
016522	8/26/03	082603claims 224824	\$38.93	08/03 garbage service
016522	8/26/03	082603claims 224824	\$38.92	08/03 garbage service
<i>Search Name WALTER'S RUBBISH</i>			\$77.85	
Search Name XCEL ENERGY				
016523	8/26/03	082603claims 8/26/03	\$5.14	07/03 garage gas/electric
016523	8/26/03	082603claims 8/26/03	\$8.63	07/03 garage gas/electric
016523	8/26/03	082603claims 8/26/03	\$5.14	07/03 garage gas/electric

CITY OF LAUDERDALE

08/22/03 10:52 AM

Page 3

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
016523	8/26/03	082603claims 8/26/03	\$21.10	07/03 park gas/electric
016523	8/26/03	082603claims 8/26/03	\$8.00	07/03 park gas/electric
016523	8/26/03	082603claims 8/26/03	\$8.63	07/03 garage gas/electric
Search Name XCEL ENERGY			<u>\$56.64</u>	
Grand Total			<u>\$88,954.25</u>	



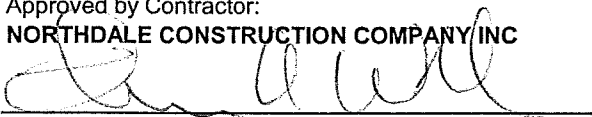
Owner: City of Lauderdale, 1891 Walnut St., Lauderdale, MN 55113	Date: August 4, 2003
For Period: 5/3/2003 to 8/4/2003	Request No: 12
Contractor: Northdale Construction Company Inc., 14450 Northdale Blvd., Rogers, MN 55374	

CONTRACTOR'S REQUEST FOR PAYMENT
 2002 UTILITY AND STREET IMPROVEMENTS, PHASE 3
 BRA FILE NO. 532-01-102

SUMMARY

1	Original Contract Amount		\$	<u>1,734,132.04</u>
2	Change Order - Addition	\$	<u>18,737.89</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>1,752,869.93</u>
5	Value Completed to Date		\$	<u>1,586,932.86</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>1,586,932.86</u>
8	Less Retainage 0%		\$	<u>0.00</u>
9	Subtotal		\$	<u>1,586,932.86</u>
10	Less Amount Paid Previously		\$	<u>1,542,003.96</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>12</u>		\$	<u><u>44,928.90</u></u>

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

Approved by Contractor:
NORTHDALE CONSTRUCTION COMPANY INC


Approved by Owner:
CITY OF LAUDERDALE

Specified Contract Completion Date:
June 15, 2003

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
Part 1 - Streets:							
1	MOBILIZATION	LS	1	50000.00	0.1	1	\$50,000.00
2	TRAFFIC CONTROL	LS	1	9137.50	0.1	1	\$9,137.50
3	SILT FENCE, REGULAR	LF	700	2.25		180	\$405.00
4	REMOVE BITUMINOUS DRIVEWAY	SY	950	2.75		476	\$1,309.00
5	RECLAIM BITUMINOUS PAVEMENT	SY	13000	1.80		12103	\$21,785.40
6	REMOVE CONCRETE CURB AND GUTTER	LF	150	3.00		310	\$930.00
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	350	7.00		249	\$1,743.00
8	REMOVE CONCRETE SIDEWALK	SY	80	6.50		88	\$572.00
9	REMOVE CONCRETE STEPS	EA	28	100.00		18	\$1,800.00
10	REMOVE CMP CULVERT	LF	20	5.00		20	\$100.00
11	CLEAR AND GRUB	TREE	15	525.00		22	\$11,550.00
12	FURNISH AND INSTALL NEW 27" SANITARY MH CASTING	EA	4	410.82		1	\$410.82
13	ADJUST VALVE BOX	EA	12	125.00	3	12	\$1,500.00
14	ADJUST MANHOLE CASTING	EA	15	175.00	1	15	\$2,625.00
15	TOPSOIL BORROW (LV)	CY	1600	0.01		1600	\$16.00
16	COMMON EXCAVATION (P)	CY	10400	7.95		10400	\$82,680.00
17	SUBGRADE EXCAVATION (EV)	CY	1100	7.95		80	\$636.00
18	GEOTEXTILE FABRIC, TYPE IV	SY	15000	1.35		13976	\$18,867.60
19	4" PERFORATED POLYETHYLENE PIPE	LF	700	6.95		665	\$4,621.75
20	CONNECT DRAIN TILE TO STRUCTURE	EA	10	100.00		12	\$1,200.00
21	AGGREGATE BASE, CLASS 5 (CV)	CY	3500	17.55		2856	\$50,122.80
22	SELECT GRANULAR BORROW (CV)	CY	5000	15.50		4374	\$67,797.00
23	BITUMINOUS PATCHING	SY	350	23.88		289	\$6,901.32
24	BITUMINOUS DRIVEWAY PATCH	SY	950	19.50		390	\$7,605.00
25	BITUMINOUS BASE COURSE, TYPE 31B	TN	1550	28.76		1303	\$37,474.28
26	BITUMINOUS WEAR COURSE, TYPE 41B	TN	1150	31.98	957	957	\$30,604.86
27	BITUMINOUS MATERIAL FOR TACK COAT	GAL	625	1.94	225	270	\$523.80
28	B618 CONCRETE CURB AND GUTTER	LF	8600	7.53		7471	\$56,256.63
29	CONCRETE VALLEY GUTTER	SY	45	35.48		45	\$1,596.60
30	7" CONCRETE DRIVEWAY PAVEMENT	SY	850	42.08		923	\$38,839.84
31	7" CONCRETE DRIVEWAY PAVEMENT- COLORED AND PATTERNED - 1933 MALVERN	SY	50	103.35			\$0.00
32	PEDESTRIAN CURB RAMP	EA	2	215.00			\$0.00
33	4" CONCRETE SIDEWALK	SY	200	33.98		220	\$7,475.60
34	CONCRETE STEPS	EA	20	107.50		30	\$3,225.00
35	WOOD FIBER BLANKET	SY	600	1.77		305	\$539.85
36	SODDING, LAWN TYPE	SY	11000	2.62	2495	8495	\$22,256.90
37	STREET NAME SIGN (2 BLADES), INCL POST AND HARDWARE	EA	7	295.63	3	6	\$1,773.78
	Total Part 1 - Streets:						\$544,882.33
	Part 1 - Streets: - Bid Amount Total -						\$621,237.29
Part 2 - Alley Improvements:							
38	MOTOR GRADER WITH OPERATOR	HR	50	128.50		60	\$7,710.00
39	FRONT END LOADER WITH OPERATOR	HR	20	127.50		41	\$5,227.50
40	SKIDSTEER (BOBCAT) WITH OPERATOR	HR	10	75.00		67.5	\$5,062.50
41	ADJUST FRAME AND RING CASTING	EA	2	150.00		1	\$150.00
42	BITUMINOUS BASE COURSE, TYPE 31B (ALLEYS)	TN	475	33.33		437	\$14,565.21
43	BITUMINOUS WEAR COURSE, TYPE 41B (ALLEYS)	TN	375	35.48		395	\$14,014.60
44	AGGREGATE BASE, CLASS 5 (CV)	CY	425	27.50		102	\$2,805.00
45	BITUMINOUS MATERIAL FOR TACK COAT	GAL	225	1.94		5	\$9.70
46	CLEAR AND GRUB	LS	1	4500.00			\$0.00
	Total Part 2 - Alley Improvements:						\$49,544.51
	Part 2 - Alley Improvements: - Bid Amount Total -						\$55,785.75
Part 3 - Storm Sewer:							
47	SILT FENCE, REGULAR	LF	200	2.25		100	\$225.00
48	REMOVE CMP CULVERT	LF	200	5.50		202	\$1,111.00
49	BULKHEAD EXISTING STORM SEWER	EA	1	350.00			\$0.00
50	15" CMP CULVERT	LF	20	26.42			\$0.00
51	15" CMP FLARED END SECTION	EA	2	139.81			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
52	24" RCP ARCH FLARED END SECTION, INCL. TRASH GUARD	EA	1	1908.50		1	\$1,908.50
53	24" RCP ARCH STORM SEWER	LF	225	59.71		199	\$11,882.29
54	12" RCP STORM SEWER	LF	125	25.84		101	\$2,609.84
55	12" RCP FLARED END SECTION	EA	2	478.79		2	\$957.58
56	CLASS III RANDOM RIPRAP	CY	75	83.50		24	\$2,004.00
57	15" RCP STORM SEWER	LF	370	26.06		408	\$10,632.48
58	18" RCP STORM SEWER	LF	200	28.14		100	\$2,814.00
59	18" RCP FLARED END SECTION, INCL TRASH GUARD	EA	6	580.73		6	\$3,484.38
60	21" RCP STORM SEWER	LF	475	36.55		527	\$19,261.85
61	SHALLOW CATCH BASIN	EA	1	816.50			\$0.00
62	2' X 3' CATCH BASIN WITH SUMP	EA	2	1075.20		2	\$2,150.40
63	2' X 3' CATCH BASIN	EA	5	990.00		6	\$5,940.00
64	4' DIA STORM SEWER MH, INC 2' SUMP	EA	1	1275.00		1	\$1,275.00
65	4' DIAMETER STORM CBMH	EA	8	1290.00		8	\$10,320.00
66	5' DIAMETER STORM CBMH	EA	1	1880.00		1	\$1,880.00
67	5' DIAMETER STORM SEWER MH	EA	1	1790.00		1	\$1,790.00
68	5' DIA STORM SEWER MH, INC 2' SUMP	EA	1	1790.00		1	\$1,790.00
69	4' DIAMETER STORM SEWER MH	EA	1	1195.00		1	\$1,195.00
70	CONSTRUCT MH OVER EXISTING PIPE	EA	1	4175.00		1	\$4,175.00
71	4' STORM SEWER MANHOLE OVERDEPTH	LF	20	91.78		6	\$550.68
72	AGGREGATE BASE, CLASS 5 - TRAIL	CY	350	25.50		230	\$5,865.00
73	COMMON EXCAVATION (P)	CY	65	12.50		65	\$812.50
74	BLACK HILLS SPRUCE, 6" B&B	EA	2	430.00			\$0.00
75	WOOD FIBER BLANKET	SY	150	1.77		150	\$265.50
76	POND DREDGING (P)	CY	600	18.50		600	\$11,100.00
	Total Part 3 - Storm Sewer:						\$106,000.00
	Part 3 - Storm Sewer: - Bid Amount Total - \$118,757.68						

Part 4 - Sanitary Sewer:

77	REMOVE SANITARY SEWER PIPE	LF	1750	2.00		2218	\$4,436.00
78	REMOVE SANITARY SEWER SERVICE PIPE	LF	1500	3.00		1470	\$4,410.00
79	REMOVE SANITARY SEWER MANHOLE	EA	13	475.00		13	\$6,175.00
80	ABANDON SANITARY SEWER MH	EA	4	350.00		4	\$1,400.00
81	BULKHEAD EXISTING SANITARY SEWER	EA	52	250.00		7	\$1,750.00
82	BYPASS PUMPING	LS	1	10500.00		1	\$10,500.00
83	CONNECT TO EXISTING MANHOLE	EA	2	2500.00		2	\$5,000.00
84	SANITARY SEWER REPAIR	LF	20	125.00			\$0.00
85	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	5	1500.00		5	\$7,500.00
86	4' DIAMETER SANITARY MANHOLES	EA	11	1484.65		11	\$16,331.15
87	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	55	90.30		39	\$3,521.70
88	8" PVC SANITARY SEWER, SDR 35, 0'-10' DEEP	LF	867	19.19		743	\$14,258.17
89	8" PVC SANITARY SEWER, SDR 35, 10'-20' DEEP	LF	1155	19.19		1244	\$23,872.36
90	10" PVC SANITARY SEWER, SDR 35, 0'-10' DEEP	LF	295	25.40		290	\$7,366.00
91	10" PVC SANITARY SEWER, SDR 35, 10'-20' DEEP	LF	529	25.40		529	\$13,436.60
92	10" PVC SANITARY SEWER, SDR 26, 10'-20' DEEP	LF	210	42.43		210	\$8,910.30
93	10" PVC SANITARY SEWER, SDR 26, 20'-30' DEEP	LF	112	42.43		112	\$4,752.16
94	RESTRICTED TRENCH	LF	450	10.00		325	\$3,250.00
95	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	3500	0.01			\$0.00
96	8" DIP OUTSIDE DROP INLET PIPE	LF	50	155.00		45	\$6,975.00
97	8" DIP SANITARY SEWER	LF	80	29.32		80	\$2,345.60
98	CONNECT TO EXISTING SEWER SERVICE	EA	76	125.00		60	\$7,500.00
99	4" PVC, SDR 26 SERVICE PIPE	LF	1740	11.98		1518	\$18,185.64
100	4" PVC, SDR 26 RISER PIPE	LF	90	12.32		184	\$2,266.88
101	8" X 4" PVC WYE	EA	58	53.83		61	\$3,283.63
102	8" X 6" PVC WYE, SDR 26	EA	1	76.65			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
103	6" PVC, SDR 26 SERVICE PIPE	LF	30	12.64			\$0.00
104	SODDING, LAWN TYPE	SY	11000	2.62			\$0.00
105	CLOSED CIRCUIT TV INSPECTION	LF	3100	0.55		3600	\$1,980.00
	Total Part 4 - Sanitary Sewer:						\$179,406.19
	Part 4 - Sanitary Sewer: - Bid Amount Total - \$228,954.48						
Part 5 - Water Main:							
106	REMOVE WATER MAIN	LF	4650	4.75		4610	\$21,897.50
107	REMOVE GATE VALVE AND BOX	EA	13	100.00		13	\$1,300.00
108	REMOVE HYDRANT	EA	7	300.00		7	\$2,100.00
109	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	4000	0.01			\$0.00
110	WATER MAIN TRENCH	LF	4700	8.25		4559	\$37,611.75
111	WATER SERVICE TRENCH	LF	2350	11.50		2107	\$24,230.50
112	PIPE BEDDING	LF	4650	2.15		4817	\$10,356.55
113	MECHANICAL TRENCH COMPACTION	LF	7050	1.50		6150	\$9,225.00
114	INSULATION, 2" THICK	SY	10	16.37		11	\$180.07
115	WATER SERVICE TRENCH IN EASEMENT: 1943, 1951 PLEASANT, 1952 CARL	EA	3	850.00		3	\$2,550.00
116	8" WATER MAIN, JACKED	LF	155	155.88		155	\$24,161.40
	Total Part 5 - Water Main:						\$133,612.77
	Part 5 - Water Main: - Bid Amount Total - \$138,775.10						
Part 6 - Trunk Sanitary Sewer:							
117	MOBILIZATION	LS	1	53125.00		1	\$53,125.00
118	TRAFFIC CONTROL	LS	1	2687.50		1	\$2,687.50
119	SILT FENCE, REGULAR	LF	5000	2.25		2431	\$5,469.75
120	CONCRETE MEDIAN BARRIER DESIGN 8337	LF	825	9.14		825	\$7,540.50
121	ABANDON LIFT STATION	LS	1	4750.00		1	\$4,750.00
122	REMOVE PUMPHOUSE	LS	1	6500.00		1	\$6,500.00
123	REMOVE FORCEMAIN PIPE	LF	100	5.50		100	\$550.00
124	REMOVE SANITARY SEWER PIPE	LF	420	5.50		570	\$3,135.00
125	REMOVE SANITARY SEWER MANHOLE	EA	1	575.00		3	\$1,725.00
126	REMOVE CONCRETE CURB AND GUTTER	LF	700	3.00		480	\$1,440.00
127	REMOVE CONCRETE SIDEWALK	SY	800	6.50		108	\$702.00
128	REMOVE BITUMINOUS PAVEMENT	SY	1300	2.50		1056	\$2,640.00
129	SALVAGE AND REINSTALL GUARD RAIL	LF	40	28.50		13	\$370.50
130	CLEAR AND GRUB	LS	1	4500.00		1	\$4,500.00
131	12" RCP STORM SEWER	LF	20	28.50			\$0.00
132	SALVAGE AND REINSTALL CONCRETE PIPE	LF	40	20.50		54	\$1,107.00
133	CONNECT TO EXISTING CBMH	EA	1	450.00			\$0.00
134	12" PVC SANITARY SEWER, SDR 26, 20'-30' DEEP	LF	170	55.44		182	\$10,090.08
135	12" PVC SANITARY SEWER, SDR 26, 30'-35' DEEP	LF	70	55.44		70	\$3,880.80
136	15" PVC SANITARY SEWER, SDR 26, 0'-10' DEEP	LF	95	28.64		128	\$3,665.92
137	15" PVC SANITARY SEWER, SDR 35, 10'-20' DEEP	LF	1100	28.64		1020	\$29,212.80
138	15" PVC SANITARY SEWER, SDR 26, 10'-20' DEEP	LF	600	50.88		626	\$31,850.88
139	15" PVC SANITARY SEWER, SDR 26, 20'-30' DEEP	LF	1350	50.88		1343	\$68,331.84
140	15" PVC SANITARY SEWER, SDR 26, 30'-32' DEEP	LF	275	50.88		268	\$13,635.84
141	REALIGN 8" SANITARY SEWER	LF	40	67.50			\$0.00
142	12" SANITARY SEWER, JACKED	LF	175	194.92		175	\$34,111.00
143	15" SANITARY SEWER, JACKED	LF	410	210.06		365	\$76,671.90
144	IMPROVED PIPE FOUNDATION, PER 6" INCREMENT	LF	3500	0.01		35	\$0.35
145	CONSTRUCT MANHOLE OVER EXISTING PIPE	EA	1	3400.94		1	\$3,400.94
146	4' DIAMETER SANITARY MANHOLES	EA	15	1737.04		15	\$26,055.60
147	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	192	96.78		161	\$15,581.58
148	8" DIP OUTSIDE DROP INLET PIPE	LF	40	175.00		38	\$6,650.00
149	8" DIP SANITARY SEWER	LF	40	32.07		40	\$1,282.80

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
150	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	1	1500.00		1	\$1,500.00
151	BULKHEAD EXISTING SANITARY SEWER	EA	4	350.00		1	\$350.00
152	8" PVC SANITARY SEWER, SDR 35, 10'-20' DEEP	LF	30	18.82		15	\$282.30
153	RESTRICTED TRENCH	LF	1600	8.00		1600	\$12,800.00
154	B618 CONCRETE CURB AND GUTTER	LF	30	12.90		21	\$270.90
155	BITUMINOUS DRIVEWAY PATCH	SY	100	20.58		80	\$1,646.40
156	SEEDING, INCL SEED, FERTILIZER, MULCH AND DISK ANCHOR	AC	4	946.00		4	\$3,784.00
157	CLOSED CIRCUIT TV INSPECTION	LF	4175	0.55		3986	\$2,192.30
Total Part 6 - Trunk Sanitary Sewer:							\$443,490.48
Part 6 - Trunk Sanitary Sewer: - Bid Amount Total - \$472,137.95							

Part 7 - Larpenteur Lift Station Elimination:

158	ABANDON LIFT STATION	LS	1	4750.00		1	\$4,750.00
159	MOBILIZATION	LS	1	3500.00		1	\$3,500.00
160	SILT FENCE, REGULAR	LF	300	2.25		76	\$171.00
161	REMOVE CONCRETE CURB AND GUTTER	LF	325	3.50		487	\$1,704.50
162	REMOVE CONCRETE SIDEWALK	SY	10	7.00			\$0.00
163	REMOVE BITUMINOUS PAVEMENT	SY	275	5.00		646	\$3,230.00
164	CLEAR AND GRUB	TREE	4	350.00		3	\$1,050.00
165	REMOVE 8" SANITARY SEWER PIPE	LF	30	5.00			\$0.00
166	BULKHEAD EXISTING SANITARY SEWER	EA	3	350.00		1	\$350.00
167	CONNECT TO EXISTING MANHOLE	EA	3	750.00		3	\$2,250.00
168	CONNECT TO EXISTING SANITARY SEWER 8" PVC PIPE	EA	1	450.00		1	\$450.00
169	RESTRICTED TRENCH	LF	200	8.00		175	\$1,400.00
170	8" PVC SANITARY SEWER, SDR 35, 10'-20' DEEP	LF	365	21.61		381	\$8,233.41
171	4' DIAMETER SANITARY MANHOLES	EA	1	1637.00		1	\$1,637.00
172	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	3	96.78		2	\$193.56
173	8" DIP OUTSIDE DROP INLET PIPE	LF	8	165.00		8	\$1,320.00
174	8" DIP SANITARY SEWER	LF	20	29.21		20	\$584.20
175	COMMON EXCAVATION (P)	CY	175	12.50		175	\$2,187.50
176	AGGREGATE BASE, CLASS 5, 100% CRUSHED	CY	100	23.50		121	\$2,843.50
177	BITUMINOUS MATERIAL FOR TACK COAT	GAL	25	1.94		75	\$145.50
178	BITUMINOUS BASE COURSE, TYPE 31B	TN	40	75.75		122	\$9,241.50
179	BITUMINOUS WEAR COURSE, TYPE 41B	TN	30	86.00		87	\$7,482.00
180	B612 CONCRETE CURB AND GUTTER	LF	325	12.90		433	\$5,585.70
181	5" CONCRETE SIDEWALK	SY	10	33.98			\$0.00
182	RECONSTRUCT INVERT	EA	1	250.00		2	\$500.00
183	WOOD FIBER BLANKET	SY	350	1.77			\$0.00
184	SODDING, LAWN TYPE	SY	650	1.82		855	\$1,556.10
185	CLOSED CIRCUIT TV INSPECTION	LF	390	0.55			\$0.00
Total Part 7 - Larpenteur Lift Station Elimination:							\$60,365.47
Part 7 - Larpenteur Lift Station Elimination: - Bid Amount Total - \$47,121.99							

Alternate No. 1 - Water Main Jacking at Broadway:

186	WATER MAIN TRENCH	LF	190	10.00		190	\$1,900.00
187	PIPE BEDDING	LF	190	2.15		190	\$408.50
188	MECHANICAL TRENCH COMPACTION	LF	190	1.50		190	\$285.00
189	8" WATER MAIN, JACKED	LF	190	155.88		190	\$29,617.20
190	SODDING, LAWN TYPE	SY	450	4.23			\$0.00
Total Alternate No. 1 - Water Main Jacking at Broadway:							\$32,210.70
Alternate No. 1 - Water Main Jacking at Broadway: - Bid Amount Total - \$34,114.20							

Alternate No. 2 - Install New 8" Water Main on Roselawn, Walnut St. to T.H. 280:

191	WATER MAIN TRENCH	LF	190	10.00		190	\$1,900.00
192	PIPE BEDDING	LF	190	2.15		190	\$408.50
193	MECHANICAL TRENCH COMPACTION	LF	190	1.50		190	\$285.00
194	COMMON EXCAVATION (P)	CY	165	8.50		165	\$1,402.50
195	RECLAIM BITUMINOUS PAVEMENT	SY	255	1.85		260	\$481.00
196	REMOVE CONCRETE CURB AND GUTTER	LF	190	3.00			\$0.00

No.	Item	Unit	Contract	Unit	Current	Quantity	Amount
			Quantity	Price	Quantity	to Date	to Date
197	BITUMINOUS BASE COURSE, TYPE 31B	TN	50	59.13		84	\$4,966.92
198	BITUMINOUS WEAR COURSE, TYPE 41B	TN	30	75.25		60	\$4,515.00
199	BITUMINOUS MATERIAL FOR TACK COAT	GAL	20	2.12		105	\$222.60
200	AGGREGATE BASE, CLASS 5 (CV)	CY	95	23.00		87	\$2,001.00
201	4" SOLID LINE, WHITE EPOXY	LF	190	10.75			\$0.00
202	SODDING, LAWN TYPE	SY	65	4.23			\$0.00
203	B618 CONCRETE CURB AND GUTTER	LF	190	12.90			\$0.00
Total Alternate No. 2 - Install New 8" Water Main on Roselawn, Walnut St. to T.H. 280:							<u>\$16,182.52</u>

Change Order Number 1

1	REMOVE SANITARY SEWER MANHOLE	EA	1	475.00		1	\$475.00
2	SANITARY SEWER REPAIR	LF	20	-125.00			\$0.00
3	4' DIAMETER SANITARY MANHOLES	EA	1	1484.65		1	\$1,484.65
4	4' DIAMETER SANITARY MANHOLE OVERDEPTH	LF	1	90.30		1	\$90.30
5	8" PVC SANITARY SEWER, SDR 35, 10' - 20' DEEP	LF	505	19.19		505	\$9,690.95
6	CONNECT TO EXISTING SEWER SERVICE	EA	13	125.00		13	\$1,625.00
7	4" PVC, SDR 26 SERVICE PIPE	LF	390	11.98		390	\$4,672.20
8	8" X 4" PVC WYE	EA	13	53.83		13	\$699.79
9	CONNECT TO EXISTING MANHOLE	EA	1	2500.00		1	\$2,500.00
Total Change Order No. 1							<u>\$21,237.89</u>

Total Part 1 - Streets:	\$544,882.33
Total Part 2 - Alley Improvements:	\$49,544.51
Total Part 3 - Storm Sewer:	\$106,000.00
Total Part 4 - Sanitary Sewer:	\$179,406.19
Total Part 5 - Water Main:	\$133,612.77
Total Part 6 - Trunk Sanitary Sewer:	\$443,490.48
Total Part 7 - Larpenteur Lift Station Elimination:	\$60,365.47
Total Alternate No. 1 - Water Main Jacking at Broadway:	\$32,210.70
Total Alternate No. 2 - Install New 8" Water Main on Roselawn, Walnut St. to T.H. 280:	\$16,182.52
Total Change Order No. 1	<u>\$21,237.89</u>
Total Work Completed To Date	<u>\$1,586,932.86</u>

PROJECT PAYMENT STATUS

OWNER CITY OF LAUDERDALE

BRA FILE NO. 532-01-102

CONTRACTOR NORTHDAL CONSTRUCTION COMPANY INC

CHANGE ORDERS

No.	Date	Description	Amount
1	8/3/2002	This Change Order provides for replace all sanitary sewer on Carl Street between MH-60 and Roselawn Avenue rather than repairing existing sewer. See Change Order.	\$18,737.89
Total Change Orders			\$18,737.89

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	04/09/2002	05/07/02	41,502.81	2,184.36	43,687.17
2	05/08/2002	06/03/02	147,063.72	9,924.55	198,491.08
3	06/04/2002	06/27/02	133,075.07	16,928.51	338,570.11
4	06/28/2002	08/01/02	148,649.50	24,752.16	495,043.26
5	08/02/2002	08/29/02	263,629.56	38,627.40	772,548.06
6	08/30/2002	10/01/02	337,319.02	56,381.04	1,127,620.72
7	10/02/2002	11/05/02	290,594.70	71,675.49	1,433,509.87
8	11/06/2002	12/02/02	38,584.10	73,706.24	1,474,124.72
9	12/03/2002	01/16/03	73,706.24		1,474,124.72
10	01/17/2003	03/19/03	48,984.85		1,523,109.57
11	03/20/2003	05/02/03	18,894.39		1,542,003.96
12	05/03/2003	08/04/03	44,928.90		1,586,932.86

Material on Hand

Total Payment to Date		\$1,586,932.86	Original Contract	\$1,734,132.04
Retainage Pay No.	12		Change Orders	\$18,737.89
Total Amount Earned		\$1,586,932.86	Revised Contract	\$1,752,869.93

2002 Proposed Final Assessment Roll

Property ID No. (PIN)	Address	Front Footage	Assessable Front Footage	Policy Notes	Assess Rate	Total Street Assessment
17-29-23-24-0036	1962-4 Carl	85	80.00		\$54.57	\$4,365.45
17-29-23-24-0037	1974 Carl	147.52	80.00		\$54.57	\$4,365.45
17-29-23-24-0038	1975 Carl	116.08	80.00	Corner Lot (DM)	\$54.57	\$4,365.45
17-29-23-24-0039	1971 Carl	65	65.00		\$54.57	\$3,546.92
17-29-23-24-0040	1963 Carl	75	75.00		\$54.57	\$4,092.61
17-29-23-24-0041	1955 Carl	75	75.00		\$54.57	\$4,092.61
17-29-23-24-0042	1953 Carl	100	80.00		\$54.57	\$4,365.45
17-29-23-24-0043	1937 Carl	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0044	1931 Carl	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0045	2379 Roselawn	98.5	80.00		\$54.57	\$4,365.45
17-29-23-24-0046	1926 Eustis	48.5	48.50		\$54.57	\$2,646.55
17-29-23-24-0047	1930 Eustis	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0048	1934 Eustis	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0049	1938 Eustis	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0050	1942 Eustis	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0051	1946 Eustis	50	50.00		\$54.57	\$2,728.40
17-29-23-24-0052	1952 Eustis	100	80.00		\$54.57	\$4,365.45
17-29-23-24-0053	1966 Eustis	75	75.00		\$54.57	\$4,092.61
17-29-23-24-0054	1972 Eustis	75	75.00		\$54.57	\$4,092.61
17-29-23-24-0055	1976 Eustis	81.17	80.00	Corner Lot	\$54.57	\$4,365.45
		4809.11	4912.80			\$268,082.00

Total cost	Assessable Front Footage	\$ Cost/Front Foot	\$ Cost/Front Foot X 40%
\$670,205	4912.80	\$136.42	\$54.57

The above amount of \$670,205 (\$544,882.33 x 1.23) is based on pay request #12 after all street work was completed.
 An prelim roll amount of \$745,000 (\$621,237 x 1.20) was based on the project bids
 The Feasibility Report amount was \$754,449.25 and included 28% above a \$585,980 amount from 12/2001

Lauderdale City Council Memorandum

Council Meeting Date: August 26, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: Resolution 082603A: Resolution Receiving the Proposed Assessment Roll and Providing for a Public Hearing on the 2002 Street and Utility Improvements

BACKGROUND:

At the August 12, 2003 Council meeting, the Council ordered the preparation of proposed assessment roll for the 2002 Street and Utility Improvements. The next step in the process is for the Council to adopt a resolution indicating receipt of the assessment roll and to set a public hearing for the proposed assessments. It is recommended that the public hearing be set for September 23, 2003. This second meeting in September has been a customary time for this public hearing and the adoption of the roll.

Once again, here is the schedule 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 Certification of Final Assessment Roll to Ramsey County

Included in the packet is the proposed assessment roll. All street work on the 2002 Street and Utility Improvements has been completed. There are other outstanding items, such as the sewer repair of the trunk line, but street costs (which are the ones associated with the assessment roll) are mostly finalized. Once the entire project is complete, the Council will take action to close the contract and make final payment.

ENCLOSURES:

1. Proposed Assessment Roll for the 2002 Street and Utility Improvements
2. Resolution 082603A: A Resolution Receiving the Proposed Assessment Roll and Providing for a Public Hearing on the 2002 Street and Utility Improvements.

COUNCIL ACTION REQUESTED:

Approve Resolution 082603A: A Resolution Receiving the Proposed Assessment Roll and Providing for a Public Hearing on the 2002 Street and Utility Improvements.

2002 Proposed Final Assessment Roll

Property ID No. (PIN)	Address	Front Footage	Assessable Front Footage	Policy Notes	Assess Rate	Total Street Assessment
17-29-23-23-0001	1975 Eustis	147.88	80.00	Corner Lot (DM)	\$54.57	\$4,365.45
17-29-23-23-0002	1963 Eustis	80	80.00		\$54.57	\$4,365.45
17-29-23-23-0003	1955 Eustis	120	80.00		\$54.57	\$4,365.45
17-29-23-23-0004	1947 Eustis	60	60.00		\$54.57	\$3,274.08
17-29-23-23-0005	1939 Eustis	60	60.00		\$54.57	\$3,274.08
17-29-23-23-0006	1937 Eustis	80	80.00		\$54.57	\$4,365.45
17-29-23-23-0007	1921 Eustis	80	80.00		\$54.57	\$4,365.45
17-29-23-23-0008	1922 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0009	1926 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0010	1932 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0011	1936 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0012	1938 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0013	1944 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0014	1948 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0015	1950 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0016	1954 Malvern	60	60.00		\$54.57	\$3,274.08
17-29-23-23-0017	1962 Malvern	60	60.00		\$54.57	\$3,274.08
17-29-23-23-0018	1964 Malvern	60	60.00		\$54.57	\$3,274.08
17-29-23-23-0019	1972 Malvern	47	47.00		\$54.57	\$2,564.70
17-29-23-23-0020	1976 Malvern	80.98	80.00	Corner Lot	\$54.57	\$4,365.45
17-29-23-23-0021	1975 Malvern	83.98	80.00	Corner Lot	\$54.57	\$4,365.45
17-29-23-23-0022	1971 Malvern	52	52.00		\$54.57	\$2,837.54
17-29-23-23-0023	1963 Malvern	52	52.00		\$54.57	\$2,837.54
17-29-23-23-0024	1961 Malvern	80	80.00		\$54.57	\$4,365.45
17-29-23-23-0025	1953 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0026	1951 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0027	1947 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0028	1945 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0029	1941 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0030	1933 Malvern	40	40.00		\$54.57	\$2,182.72
17-29-23-23-0031	1931 Malvern	40	40.00		\$54.57	\$2,182.72

2002 Proposed Final Assessment Roll

Property ID No. (PIN)	Address	Front		Assessable		Policy	Assess	Total
		Footage	Front Footage	Front Footage	Notes			
17-29-23-23-0032	1927 Malvern	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0033	1923 Malvern	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0034	1924 Walnut	120	80.00				\$54.57	\$4,365.45
17-29-23-23-0035	1936 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0036	1938 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0037	1944 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0038	1948 Walnut	80	80.00				\$54.57	\$4,365.45
17-29-23-23-0039	1954 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0040	1960 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0041	1964 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0042	1966 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0043	1970 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0044	1974 Walnut	103.08	80.00		Corner Lot (DM)		\$54.57	\$4,365.45
17-29-23-23-0046	MNDOT	36.3	36.30				\$54.57	\$1,980.82
17-29-23-23-0047	MNDOT	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0059	MNDOT	80	80.00				\$54.57	\$4,365.45
17-29-23-23-0060	1959 Walnut	80	80.00				\$54.57	\$4,365.45
17-29-23-23-0061	1955 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0062	1951 Walnut	80	80.00				\$54.57	\$4,365.45
17-29-23-23-0063	1943 Walnut	40	40.00				\$54.57	\$2,182.72
17-29-23-23-0066	1925 Walnut	80	80.00				\$54.57	\$4,365.45
17-29-23-23-0067	1935 Walnut	120	80.00				\$54.57	\$4,365.45
17-29-23-24-0025	1951 Pleasant	100	80.00				\$54.57	\$4,365.45
17-29-23-24-0026	1943 Pleasant	75	75.00				\$54.57	\$4,092.61
17-29-23-24-0067	1937 Pleasant	75	75.00				\$54.57	\$4,092.61
17-29-23-24-0061	1929 Pleasant	100	80.00				\$54.57	\$4,365.45
17-29-23-24-0029	2375 Roselawn	48.5	48.50				\$54.57	\$2,646.55
17-29-23-24-0030	1930 Carl	48.5	48.50				\$54.57	\$2,646.55
17-29-23-24-0031	1932 Carl	50	50.00				\$54.57	\$2,728.40
17-29-23-24-0032	1934 Carl	50	50.00				\$54.57	\$2,728.40
17-29-23-24-0033	1938 Carl	50	50.00				\$54.57	\$2,728.40
17-29-23-24-0034	1950 Carl	100	80.00				\$54.57	\$4,365.45
17-29-23-24-0035	1952 Carl	65	65.00				\$54.57	\$3,546.92

RESOLUTION NO. 082603A

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

**RESOLUTION RECEIVING THE PROPOSED ASSESSMENT ROLL AND
PROVIDING FOR A PUBLIC HEARING ON THE 2002 STREET AND UTILITY
IMPROVEMENTS**

WHEREAS, by a resolution passed on August 12, 2003, the City Administrator was directed to prepare a proposed assessment of the cost of improving 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 WHEREAS, the City Administrator has notified the City Council that such proposed assessment has been completed and filed in his office for public inspection;

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

1. A hearing shall be held on the 23rd day of September, 2003 in the Lauderdale City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given the opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to the certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of the payment, to the City of Lauderdale, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He may, at any time thereafter, pay to the City of Lauderdale the entire amount of the assessment remaining unpaid, with interest accrued to the December 31 of the year in which the payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Lauderdale City Council this 26th day of August, 2003.

I CERTIFY THAT the above resolution was adopted by the City Council of Lauderdale this 26th day of August, 2003.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

Lauderdale City Council Memorandum

Council Meeting Date: August 26, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: 2003-2004 Insurance Policy

BACKGROUND:

The League of Minnesota Cities Insurance Trust (LMCIT) Property/Casualty program is designed to operate through a local agent. Each jurisdiction must designate an agent as a condition of participating in the program. Engberg, Schaber and Welch have been the City's insurance agency for a number of years. Mr. Bob Welch has prepared the attached premium quotation.

Enclosed is the premium summary for the 2003-2004 year and the resolution that is needed to appoint our LMCIT agent.

Property, Liability, and Automobile Policy

The premium costs for 2003-2004 increased \$990 or 9.6 % from the last policy year. The increases in automobile and property coverage make up a small percentage of the overall insurance increase. The city insurance agent states that almost most of the increase is once again due to the liability insurance premium increase of \$800. A major part of the liability premium is based upon the city's claim history.

As was the case the past four years, the City Council will once again have to take official action to waive the statutory tort limits.

Worker's Compensation Policy

The 2002-2003 policy premium before LMCIT audit is \$3,674. The 2002-2003 premium was \$3,493. This represents a 5% increase from last year. Overall, the premiums are still more than 10% lower than what they have been in recent years.

Agent's Compensation

There are two methods of compensating the agent. One is based on a percentage of the premium and the other method is to determine a flat fee. The flat fee of \$1045.00 proposed for this policy is identical to the policy fee of the past four years.

ENCLOSURES:

1. 2003-2004 Insurance Policy Summary
2. Resolution 082603A: A Resolution Appointing the City Agent for the League of Minnesota Cities Insurance Trust

COUNCIL ACTION REQUESTED:

1. Motion to adopt Resolution 082603A: A Resolution Appointing the City Agent for the League of Minnesota Cities Insurance Trust.
2. Motion to waive the monetary limits on municipal tort liability and to not purchase additional excess liability coverage for the coming year.
3. Motion to approve the 2003-2004 property, liability, automobile, and worker's compensation insurance policy

**City of Lauderdale
Insurance Breakdown**

Property	2002-2003	2003-2004
1891 Walnut Office Bldg	\$495,000	\$507,870
1891 Walnut Personal Property	\$ 50,000	\$ 51,300
1917 Walnut City Garage	\$ 26,500	\$ 27,189
1885 Fulham Warming House	\$ 25,000	\$ 25,650
City Park Play Equipment	\$ 38,143	\$ 39,135
Mobile Property	\$40,000	\$41,040
1992 John Deere Tractor		
2001 John Deere Skid loader		
Commercial General Liability		\$1,000,000
Public Officials Liability		\$1,000,000
Public Employee Dishonesty		\$ 150,000
Open Meeting Law		\$ 20,000
Automobile Coverage		
1993 Chev 3/4T with plow		
1999 Ford F375 1T truck		
Liability		\$1,000,000
Personal Injury Protection		Basic
Uninsured/Underinsured Motorist Coverage		\$1,000,000
Comprehensive		\$250 Deductible
Collision		\$500 Deductible

Premium Summary

	2002-2003	2003-2004
Property	\$1,158.00	\$1,310.00
Mobile Equipment	\$ 125.00	\$ 142.00
Commercial General Liability Public Officials Liability Public Employees Dishonesty	\$7,923.00	\$8,708.00
Open Meeting Law	\$ 405.00	\$ 405.00
Automobile Coverage	\$ 738.00	\$ 774.00
Total Premiums	\$10,349.00	\$11,339.00

Optional Coverage Quote

Excess Liability Coverage	\$1,000,000 Limit
Premium	\$2337.00

RESOLUTION NO. 082603B

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

RESOLUTION APPOINTING CITY AGENT FOR LMCIT

WHEREAS, the League of Minnesota Cities Insurance Trust requires cities to use the services of an agent in order to participate in the LMCIT property/casualty program; and

WHEREAS, Bob Welch of Engberg, Schaber and Welch has provided a quote to the City for the services listed below under the terms and conditions listed below.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Lauderdale resolves the following:

APPOINTMENT

The City of Lauderdale hereby appoints Bob Welch as its agent for the purposes of the City's participation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty program.

TERM

This appointment shall remain effective for one year.

COMPENSATION

As compensation for services provided to the City as described below, the City will pay to the agent a fee of \$1045. The City hereby directs LMCIT not to include any allowance for an agent's fee in quoting and billing the City's premiums for property, liability and automotive coverage.

The agent will perform for the City the following services:

- a) Advise and assist the City in assembling and accurately reporting underwriting data, including updating property values for rating purposes.
- b) Advise and assist the City in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverage's, alternative coverage forms, etc.
- c) Review coverage documents and invoices to assure coverage has been correctly issued and billed.
- d) Advise the City on potential gaps or overlaps in coverages.
- e) Assist the City as requested in submitting claims and interpreting coverage as applied to particular claims.
- f) Review loss reports for correct reporting, appropriate reserves, etc.
- g) Assist as requested with safety and loss control activities.
- h) Assist the city in identifying risk exposures and developing appropriate strategies to address those exposures.

Adopted by the City Council of the City of Lauderdale, Minnesota this 26th day of August, 2003.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

Lauderdale City Council Memorandum

Council Meeting Date: August 26, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: Resolution 082603C: A Resolution Opposing The Closure Of Any Suburban Courthouse And Requesting Ramsey County District Court To Share Information And Cooperatively Examine Possible Solutions For State Funding Cuts

BACKGROUND:

A few weeks back, Saint Anthony Police Captain John Ohl had asked me to attend a Ramsey County Police Chief's meeting that was to be attended by several County Commissioners, city managers, prosecutors, and the Ramsey County Chief Judge regarding the potential closing of the Maplewood suburban court. The Maplewood Court is currently the only suburban court for Ramsey County outside of downtown Saint Paul. The number of suburban courts has decreased from 12 to 4 to 1 over the past twenty-five years. The possibility of closing the Maplewood suburban court due to budget constraints has been discussed for the past two years and I have been provided with updates on the issue from both our City Prosecutor- Martin Costello and the Police Department. They have both adamantly opposed this proposed closure the entire time.

All suburban entities have strongly favored the operation of the Maplewood court, or at the very least, the operation of a court outside of downtown Saint Paul. This is because getting in and out of Maplewood (or any Ramsey County suburb) is much easier than going to and from downtown Saint Paul. Suburban police departments, prosecutors, victims, and witnesses using Saint Paul all have longer travel distances, longer waiting times, and higher parking costs. In fact, many Saint Paul residents use the Maplewood courthouse because it is easier and more efficient than traveling downtown. Also, the suburban cities have been lobbying the County for years to bring other county operations (i.e., property records and revenue, elections) out to the suburbs for convenience and lower cost. This initiative is a further step backwards in that effort to better serve suburban residents of Ramsey County.

As was stated, the Chief Judge has cited budget deficits as the reason for considering a closure of the suburban court. Suburban entities have requested that he explore and exhaust all other options before considering the closure of a suburban court. To support this effort of the suburban police departments, and other agencies of suburban Ramsey County, a resolution has been drafted for consideration by suburban City Councils. The resolution, which is included in the packet, has the support of our County Commissioner, the Saint Anthony Police Department, our City Prosecutor and the Ramsey County suburbs.

I have also included as background a cover letter from the Falcon Heights City Administrator to the Ramsey County City Administrators/Managers on this issue.

ENCLOSURES:

1. August 18, 2003 Letter from Falcon Heights City Administrator to the Ramsey County City Administrators/Managers.
2. Resolution 082603C: A Resolution Opposing The Closure Of Any Suburban Courthouse And Requesting Ramsey County District Court To Share Information And Cooperatively Examine Possible Solutions For State Funding Cuts.

COUNCIL ACTION REQUESTED:

Approval of Resolution 082603C: A Resolution Opposing The Closure Of Any Suburban Courthouse And Requesting Ramsey County District Court To Share Information And Cooperatively Examine Possible Solutions For State Funding Cuts.



CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 644-5050 FAX (651) 644-8675

August 18, 2003

MEMORANDUM

To: Ramsey County City Administrators and Managers

From: Heather Worthington, City Administrator, Falcon Heights

Re: Potential closing of the Ramsey County Suburban Court in Maplewood

As you know, the Ramsey County District Court has stated that they will be closing the Maplewood Court in early September due to budget constraints and their determination that the court facilities are "inadequate". Several of us met with Chief Judge Mott, and Ramsey County Commissioners Reinhardt, Wiessner, and Bennett on Monday, August 11 at the White Bear Lake Training Facility. City administrators/managers, police chiefs, and prosecutors were present at this meeting, and several suggestions for alternate revenue sources for the court were made by attendees. The court also has concerns about the security of the Maplewood facility, as well as a need for additional staffing once the new Law Enforcement Center (LEC) comes online in the Fall. Those present expressed concern about keeping the facility open, and those points are reflected in the attached resolution.

After discussions with several managers and administrators, it has been suggested that cities adopt the attached resolution (or some form of it) as soon as possible in response to the possible closing of the Suburban Court.

The next meeting scheduled for this group is on August 25, 2003, location TBA. We urge you to give this resolution consideration before that date, if possible, or shortly thereafter.

If you have questions about this, please feel free to contact myself, or the following attendees of the August 11th meeting for perspective:

Mark Sather, White Bear Lake City Manager, 651/429-8526

Matt Fulton, New Brighton City Manager, 651/638-2100

Rick Getschow, Lauderdale City Administrator, 651/631-0300

Wally Wysopal, North St. Paul City Manager, 651/770-4450

RESOLUTION NO. 082603C

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

**A RESOLUTION OPPOSING THE CLOSURE OF ANY SUBURBAN
COURTHOUSE AND REQUESTING RAMSEY COUNTY DISTRICT
COURT TO SHARE INFORMATION AND COOPERATIVELY EXAMINE
POSSIBLE SOLUTIONS FOR STATE FUNDING CUTS**

WHEREAS, Ramsey County Chief Judge Mott has announced that the District Court was considering closing the Maplewood Suburban Court in response to proposed state funding decreases;

WHEREAS, Chief Judge Mott had budgetary or statistical information that he declined to share with police representatives and city elected and appointed officials in written form;

WHEREAS, at no time has the leadership of the Ramsey County District Court involved the suburban cities in a planning effort to analyze possible measures to absorb the anticipated budget cuts;

WHEREAS, the closing of the Maplewood Suburban Court will result in the following:

- There will be much longer court calendars and overcrowding at the downtown courthouse, which does not have the space to absorb additional defendants and the court staff needed for the increased workload,
- Police officers will be off the streets for longer periods of time to travel longer distances and to wait longer periods of time for overcrowded court schedules,
- Suburban police departments will incur increased costs to pay for longer waiting times, parking costs, and additional officers to cover the longer absences,
- Suburban citizens will suffer major inconvenience from traveling longer distances and waiting longer periods of time to be heard,
- Cooperation of civilian witnesses and crime victims with the prosecution will be lost, particularly in domestic abuse cases, due to the remote location and increased waiting time, and
- Prosecution costs will potentially increase if each city's cases are spread between more courtrooms.

WHEREAS, suburban cities recognize the real need to cut costs at the district court level;

WHEREAS, suburban cities are themselves struggling with proposed cuts in their own state funding; and

WHEREAS, suburban cities wish to cooperate with the District Court in analyzing other alternatives that could avoid shifting the court's budget cuts to the cities.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lauderdale, Minnesota that:

1. The City Council opposes the closure of any suburban courthouse because of the consequences listed above.
2. The leadership of the Ramsey County District Court is requested to immediately provide accurate budget and statistical information to the suburban cities and to meet cooperatively to examine possible solutions to the proposed funding cuts.
3. The City Administrator and the City Attorney are authorized to cooperate with other suburban cities in creating a task force of representatives to meet with the Court.
4. The City Administrator is directed to provide copies of this resolution to the Chief Justice of the Minnesota Supreme Court, the Chief Judge of the Ramsey County District Court, the Ramsey County Board of Commissioners, the Ramsey County District Court Administrator, and the other suburban cities in Ramsey County.

Adopted by the City Council of the City of Lauderdale, Minnesota this 26th day of August, 2003.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

Lauderdale City Council Memorandum

Council Meeting Date: August 26, 2003
To: Mayor and City Council
From: Rick Getschow, City Administrator
Agenda Item: 2004 Budget Discussion

BACKGROUND:

Enclosed under separate cover is the:

- *2004 Other Funds (Other than the General Fund) Budget*
- *2004 Other Funds (Other than the General Fund) Notes and Narrative*

The work session discussion at this meeting will focus on all of the other funds (201-601) in the City Budget.

Any questions from last meeting's discussion on the general fund can also be covered here in anticipation of setting the preliminary levy at the next meeting.