

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, FEBRUARY 24, 2015**  
**LAUDERDALE CITY HALL, 1891 WALNUT STREET**

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 THE MEETING TO ORDER**
  2. **ROLL CALL**
  3. **APPROVALS**
    - a. Agenda
    - b. Minutes of the February 10, 2015 City Council Meetings
    - c. Claims Totaling \$30,840.18
  4. **CONSENT**
    - a. Post Audit Transfer – Resolution 022415A
    - b. 2015 Garbage Hauler Licenses
    - c. Recreation Agreement with the City of Falcon Heights
  5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
  6. **INFORMATIONAL PRESENTATIONS / REPORTS**
    - a. Annual Public Safety Presentation by Police Chief John Ohl
  7. **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.
8. **DISCUSSION / ACTION ITEMS**
  9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
  10. **ADDITIONAL ITEMS**
  11. **SET AGENDA FOR NEXT MEETING**
    - a. Ramsey County Update by Commissioner Mary Jo McGuire, March 10
    - b. Annual Audit Report, Andrew Berg of Abdo, Eick, and Meyers – March 24
    - c. Legislative Update with Senator Marty and Representative Hausman, April 14
  12. **WORK SESSION**
    - a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, 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 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 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.

- b. 2015 Community Events
- c. Community Development Update

### 13. **ADJOURNMENT**

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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February 10, 2015

Mayor Dains called the City Council meeting to order at 7:35 p.m.

Councilors present: Mary Gaasch, Roxanne Grove, and Mayor Jeff Dains.  
Councilors Absent: Lara Mac Lean and Denise Hawkinson.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Kevin Kelly, Deputy City Clerk.

**Mayor Dains asked for changes to the meeting agenda. The Mayor added a report from the police department to the Work Session. Councilor Grove moved to approve the amended agenda. Councilor Gaasch seconded the motion and it passed unanimously.**

**Councilor Gaasch moved to approve the January 27, 2015 City Council meeting minutes. Councilor Grove seconded the motion and it passed unanimously.**

**Councilor Gaasch moved approval of the claims totaling \$99,501.47. Councilor Grove seconded the motion and it passed unanimously.**

**Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. No Councilor made any change to the Consent Agenda. Councilor Grove moved to approve the Fourth Quarter - Year End Investment Report and the 2015 Residential and Commercial Building Fees. Councilor Gaasch seconded the motion and it passed unanimously.**

*Informational Presentations:*

*Peter Lindstrom, Green Step Cities*

Lindstrom stated 78 cities in Minnesota are members of the Green Step Cities Program. The Program is helping them to be more sustainable thereby improving things like energy efficiency, transportation options, and water quality. Cities use the best management practices provided by Green Step Cities to achieve their goals. Council members expressed interest in pursuing Lauderdale's membership in Green Step Cities.

*Discussion/Action Items:*

*City Administrator Employment Agreement*

The Council reviewed Butkowski's memo regarding City Administrator salaries in suburban Ramsey County cities. Councilor Gaasch stated she appreciated the background and research which Butkowski provides to the Council to help the Council make better informed decisions.

**Councilor Gaasch moved to approve the Employment Agreement with Administrator Butkowski as presented. Councilor Grove seconded the motion and it passed unanimously.**

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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February 10, 2015

The agenda for the next meeting may include Chief Ohl's annual Police Report on February 24, Ramsey County Commissioner Mary Jo McGuire's annual report on March 10, and Senator John Marty and Representative Alice Hausman's annual report on April 14.

The Mayor called for a break in the meeting at 8:14 p.m. The meeting resumed at 8:33 p.m.

*Work Session:*

Mayor Dains explained that the Council was moving into the Work Session. Work Sessions are a continuation of the meeting but not aired on community television. Mayor Dains asked if anyone wished to address the Council. No one came forward.

*Police Report by Sergeant Jeff Spiess*

Sergeant Spiess addressed the Council regarding two recent incidents. The first was a purse theft at Eustis and Larpenteur. The second was the robbery by knifepoint at the Super USA. Sergeant Spiess stated both incidents occurred between 10:00 and 10:30 p.m. though by what appears to be different individuals. The police continue to follow up on leads.

*Community Development Update*

City Financial consultant, Stacy Kvilvang, is going to notify developers of the availability of the 2430 Larpenteur Avenue property.

Butkowski met with Hamline University students and their professor to discuss ways to make code enforcement improvements in the City and the cities of St. Anthony and Falcon Heights. The Hamline team will make recommendations to all three cities.

Butkowski met with representatives of Ramsey County, the Greenway Village Apartments, Capitol Region Watershed District, and the City Engineer to discuss storm water and drainage issues on Eustis Street and on the Greenway Village property issues and to begin planning for a sidewalk south of Idaho along the east side of Eustis Street.

**There being no further business on the council agenda, Councilor Gaasch moved to adjourn the meeting. Councilor Grove seconded the motion and it carried. The meeting adjourned at 8:45 p.m.**

Respectfully submitted,



Kevin Kelly  
Deputy City Clerk

**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**February 24, 2015 City Council Meeting**

<u>Payroll</u>		
2/20/15 Payroll:	Direct Deposit # 501960-501967	\$8,706.10
2/20/15 Payroll:	Payroll Liabilities, e-payments 969E-971E	\$6,676.73
<u>Vendor Claims</u>		
2/24/15 Claims:	Check #'s 22668-22690	\$15,457.35
<b>SUBTOTAL</b>		<b>\$30,840.18</b>

<b>Total Claims for Approval</b>	<b>\$30,840.18</b>
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**\*Claim Register©**

021315pyrll

FEBRUARY 2015

Claim Type	Direct					
Claim#	4489	NORTH STAR BANK, CHECKING ST	Ck# 000969E	2/12/2015		
Cash Payment Invoice	G 101-21701	FEDERAL TAXES		2/13/2015 Payroll		\$1,243.88
Cash Payment Invoice	G 101-21703	FICA WITHHOLDING.		2/13/2015 Payroll		\$2,147.94
Transaction Date	2/12/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$3,391.82</b>
Claim#	4490	PERA	Ck# 000970E	2/12/2015		
Cash Payment Invoice	G 101-21704	PERA		2/13/2015 Payroll		\$1,564.73
Transaction Date	2/12/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,564.73</b>
Claim#	4491	ICMA RETIREMENT TRUST - 457	Ck# 000971E	2/12/2015		
Cash Payment Invoice	G 101-21705	ICMA RETIREMENT		2/13/2015 Payroll		\$1,720.18
Transaction Date	2/12/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,720.18</b>
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$6,676.73</b>

Pre-Written Check	\$6,676.73
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$6,676.73</b>

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501964	000000002	HINRICHS, DAVID C	4	BI-WEEKLY	\$1,719.87	2/13/2015	Outstanding
501962	000000011	BOWNIK, JAMES	4	BI-WEEKLY	\$1,456.48	2/13/2015	Outstanding
501960	000000101	DUBORD, ANDREW	4	BI-WEEKLY	\$430.34	2/13/2015	Outstanding
501963	000000007	BUTKOWSKI-HINRICHS, HE	4	BI-WEEKLY	\$2,348.33	2/13/2015	Outstanding
501967	000000024	WISEN, NOLAN	4	BI-WEEKLY	\$66.50	2/13/2015	Outstanding
501965	000000027	KELLY, KEVIN	4	BI-WEEKLY	\$1,399.56	2/13/2015	Outstanding
501961	000000029	BECK, GORDON	4	BI-WEEKLY	\$935.94	2/13/2015	Outstanding
501966	000000030	WISEN, NOAH	4	BI-WEEKLY	\$349.08	2/13/2015	Outstanding
					<u>\$8,706.10</u>		

## CITY OF LAUDERDALE

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## \*Claim Register©

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FEBRUARY 2015

Claim Type	Direct					
Claim#	4492	CITY OF ROSEVILLE	Ck#	022668	2/24/2015	
Cash Payment	E	101-41200-391 TELEPHONE/PAGERS		2/15	Phone & IT Services	\$104.45
Invoice						
Cash Payment	E	101-41200-306 CONSULTING FEES		2/15	Phone & IT Services	\$486.75
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$591.20
Claim#	4493	CROIX OIL	Ck#	022670	2/24/2015	
Cash Payment	E	101-43000-212 MOTOR FUELS		1/15	Motor Fuel	\$72.51
Invoice						
Cash Payment	E	601-49000-212 MOTOR FUELS		1/15	Motor Fuel	\$15.54
Invoice						
Cash Payment	E	602-49100-212 MOTOR FUELS		1/15	Motor Fuel	\$15.54
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$103.59
Claim#	4494	G & K SERVICES	Ck#	022672	2/24/2015	
Cash Payment	E	601-49000-425 CLOTHING		1/15	PW Clothing	\$76.54
Invoice						
Cash Payment	E	602-49100-425 CLOTHING		1/15	PW Clothing	\$76.53
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$153.07
Claim#	4495	NAPA AUTO PARTS	Ck#	022677	2/24/2015	
Cash Payment	E	101-43000-442 MISC			Utility Cloth for Truck	\$28.49
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$28.49
Claim#	4496	PREMIUM WATERS, INC	Ck#	022680	2/24/2015	
Cash Payment	E	101-41200-208 WATER DELIVERY		1/15	Water Delivery	\$53.88
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$53.88
Claim#	4497	PUBLIC EMPLOYEES INS PROGRA	Ck#	022681	2/24/2015	
Cash Payment	G	101-21706 HEALTH INSURANCE		3/15	Health Benefits	\$1,654.94
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$1,654.94
Claim#	4498	RAMSEY CO LEAGUE OF LOCAL G	Ck#	022682	2/24/2015	
Cash Payment	E	101-41100-308 TRAINING\CONFERENCE			2015 Membership Dues	\$125.00
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$125.00
Claim#	4499	RAPIT PRINTING	Ck#	022684	2/24/2015	
Cash Payment	E	101-41200-201 GENERAL SUPPLIES			1 Box of Receipts & 2 boxes of logo envelopes	\$256.08
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$256.08
Claim#	4500	SAM S CLUB	Ck#	022685	2/24/2015	
Cash Payment	E	101-41200-442 MISC			2015 Annual Membership	\$90.00
Invoice						
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	Total	\$90.00
Claim#	4501	STANTEC	Ck#	022686	2/24/2015	



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Cash Payment Invoice	E 602-49100-304 ENGINEERING	2013 MS4 SWPPP Document			\$118.00
Cash Payment Invoice	E 405-48500-325 LARPEN TEUR AVE IMPR	Larpenteur Avenue & 2013 MS4 SWPPP Document			\$259.00
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$377.00
Claim#	4502 US BANK EQUIPMENT FINANCE	Ck# 022687	2/24/2015		
Cash Payment Invoice	E 101-41200-401 COPIER CONTRACT	2/15 Ricoh Copier Contract			\$149.00
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$149.00
Claim#	4503 VERIZON WIRELESS	Ck# 022688	2/24/2015		
Cash Payment Invoice	E 101-43000-391 TELEPHONE/PAGERS	2/15 PW Cell Phone			\$18.84
Cash Payment Invoice	E 601-49000-391 TELEPHONE/PAGERS	2/15 PW Cell Phone			\$9.42
Cash Payment Invoice	E 602-49100-391 TELEPHONE/PAGERS	2/15 PW Cell Phone			\$9.42
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$37.68
Claim#	4504 XCEL ENERGY, PARK & GARAGE	Ck# 022689	2/24/2015		
Cash Payment Invoice	E 101-43000-381 ELECTRIC	1/15 City Utilities			\$98.35
Cash Payment Invoice	E 101-45200-381 ELECTRIC	1/15 City Utilities			\$98.34
Cash Payment Invoice	E 101-43000-383 GAS UTILITIES	1/15 City Utilities			\$147.61
Cash Payment Invoice	E 101-45200-383 GAS UTILITIES	1/15 City Utilities			\$147.61
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$491.91
Claim#	4505 XCEL ENERGY, STREET LIGHTING	Ck# 022690	2/24/2015		
Cash Payment Invoice	E 101-43000-380 STREET LIGHT UTILITY	2/15 Bridge Lights			\$511.29
Transaction Date	2/13/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$511.29
Claim#	4506 MINNESOTA GFOA	Ck# 022676	2/24/2015		
Cash Payment Invoice	E 101-41200-438 DUES & SUBSCRIPTION	HB Annual Dues			\$60.00
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$60.00
Claim#	4507 RAMSEY COUNTY, PROP REC & RE	Ck# 022683	2/24/2015		
Cash Payment Invoice	R 405-31051 DELINQUENT TAX INCREME	Returned delinquent TIF funds			\$2,103.00
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$2,103.00
Claim#	4508 INTEGRA	Ck# 022674	2/24/2015		
Cash Payment Invoice	E 101-41200-391 TELEPHONE/PAGERS	2/15 Fax Line			\$46.55
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$46.55
Claim#	4509 HUGHES AND JOSEPH	Ck# 022673	2/24/2015		
Cash Payment Invoice	E 101-41500-300 LEGAL FEES - PROSECU	12/14 & 1/15 legal fees			\$1,700.00

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\*Claim Register©

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FEBRUARY 2015

Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,700.00
Claim#	4510 LMC		Ck# 022675	2/24/2015		
Cash Payment	E 602-49100-438 DUES & SUBSCRIPTION		MN Cities Stormwater Coalition			\$410.00
	Invoice					
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$410.00
Claim#	4511 CITY OF ST PAUL		Ck# 022669	2/24/2015		
Cash Payment	E 101-43000-380 STREET LIGHT UTILITY		July - Dec 2014 Fulham/Hoyt Streets			\$16.14
	Invoice					
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$16.14
Claim#	4512 EHLERS		Ck# 022671	2/24/2015		
Cash Payment	E 101-48412-306 CONSULTING FEES		January Community Development Meetings			\$1,557.50
	Invoice					
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,557.50
Claim#	4513 NORTH STAR BANK, PETTY CASH		Ck# 022678	2/24/2015		
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Two Picture Frames			\$8.60
	Invoice					
Cash Payment	E 101-43400-203 POSTAGE		3 Certified Letters			\$19.47
	Invoice					
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Office Supplies			\$92.06
	Invoice					
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Coffee Filters			\$1.71
	Invoice					
Cash Payment	E 101-41200-442 MISC		JB - Notary Recording Fee			\$20.00
	Invoice					
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Office Cleaning Supplies			\$6.95
	Invoice					
Cash Payment	E 101-41200-203 POSTAGE		Certified Mail			\$9.19
	Invoice					
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Two Picture Frames			\$16.40
	Invoice					
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE		JB - APMP Meeting			\$15.00
	Invoice					
Cash Payment	E 101-43400-203 POSTAGE		Jan - Feb 2015 Petty Cash			\$12.98
	Invoice					
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$202.36
Claim#	4514 NORTH SUBURBAN COMMUNICATI		Ck# 022679	2/24/2015		
Cash Payment	E 202-49500-329 CABLE FRANCHISE FEE		2015 Contribution to NSCC			\$4,738.67
	Invoice					
Transaction Date	2/20/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$4,738.67
	Claim Type	Direct			Tota	\$15,457.35

CITY OF LAUDERDALE

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\*Claim Register©

022415cl

FEBRUARY 2015

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Pre-Written Check	\$15,457.35
Checks to be Generated by the Compute	<u>\$0.00</u>
Total	\$15,457.35

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                    
Work Session               

Meeting Date            February 24, 2015

ITEM NUMBER              Fund Balance Res.  

STAFF INITIAL              HB  

APPROVED BY ADMINISTRATOR

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

The 2014 audit has been completed. The City has "excess" funds in the general fund at year end relative to the 2015 operating budget. This is typical; the City generally spends a little less and earns a little more than what is budgeted. Historically, the City Council has transferred this money to capital improvement funds. This has been the primary method the City Council has used to save for future capital projects and purchases. The following resolution would transfer \$31,315 to Funds 304 and 402.

The \$6,297 transfer to fund the 2003 Debt Service Fund (Fund 304) would create a zero balance in the Fund and the Council can close the Fund as the last bond payment was made recently. The remaining \$25,018 would be deposited into the General Capital Improvement Fund (Fund 402) to support the planned 2015 capital purchases. Fund 402 has been running lean as the funds were used to purchase the service station.

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to adopt Resolution 022415A - A Resolution Depositing the Excess Unreserved Fund Balance in Capital Improvement Funds.

**COUNCIL ACTION:**

**RESOLUTION NO. 022415A**

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

**A RESOLUTION DEPOSITING THE EXCESS UNRESERVED FUND  
BALANCE IN CAPITAL IMPROVEMENT FUNDS**

**WHEREAS**, the city auditor has completed the 2014 audit; and

**WHEREAS**, due to various cost savings, the City has \$31,315 in excess of the 60% of the next year's operating budget already being retained in the General Fund; and

**WHEREAS**, the City Council historically transferred funds in excess of 45% to 60% of the next year's operating budget to capital improvement funds.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Lauderdale, that \$25,018 of the excess unreserved fund balance at the end of 2014 be deposited into the General Capital Improvement Fund (Fund 402).

**NOW THEREFORE, BE IT FURTHER RESOLVED**, by the City Council of the City of Lauderdale, that \$6,297 of the excess unreserved fund balance at the end of 2014 be deposited into the 2003 Debt Service Fund (Fund 304). This transfer will result in a zero balance and the Fund will be closed. The Council hereby directs staff to deposit the remaining delinquent special assessments and senior deferrals into the General Fund.

CITY OF LAUDERDALE )  
COUNTY OF RAMSEY )  
STATE OF MINNESOTA )

ss

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, February 24, 2015, as the same appears in the minutes of said meeting on file and of record in City Offices.

**ADOPTED** by the City Council of Lauderdale this 24<sup>th</sup> day of February, 2015.

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Jeff Dains, Mayor

ATTEST:

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Heather Butkowski, City Administrator

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <span style="float: right;">_____ X _____</span>	MEETING DATE <u>February 24, 2015</u>
Special <span style="float: right;">_____</span>	ITEM NUMBER <u>2015 Garbage Hauler Licenses</u>
Public Hearing <span style="float: right;">_____</span>	STAFF INITIAL <u>Jim</u>
Report <span style="float: right;">_____</span>	APPROVED BY ADMINISTRATOR _____
Discussion/Action <span style="float: right;">_____</span>	
Resolution <span style="float: right;">_____</span>	
Work session <span style="float: right;">_____</span>	

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

**2/1/15-1/31/16 Garbage Hauler Licenses**

Garbage companies rarely take the initiative to make sure they have their license each year. Thus, I initiate contact with them in December or January and provide them with the application materials. Invariably, there are a couple of them that still drop the ball and do not return the application and fees to us by January 31. We finally have complete applications from the following companies:

<u>Company</u>	<u>Residential Trucks)</u>	<u>Commercial Trucks</u>
Waste Management	1	6
Advanced Disposal	1	2
Republic Services (was Allied Waste)	2	3
Aspen Waste	0	2
Walter's	2	1

**OPTIONS:**

- 1) Approve as consent item.
- 2) Do not approve as consent item.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the council is approving the 2015 garbage hauler licenses.

**COUNCIL ACTION:**

**LAUDERDALE COUNCIL  
ACTION FORM**

<b>Action Requested</b>	
Consent	___X___
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	_____

Meeting Date	February 24, 2015
ITEM NUMBER	<u>FH Recreation Agreement</u>
STAFF INITIAL	_____
APPROVED BY ADMINISTRATOR	

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Falcon Heights would like to continue using the City's facilities to offer recreation programs to Lauderdale and Falcon Heights residents. Due to their staffing changes, what they will offer is still a little fuzzy. Tai Kwan Do, Boot Camp, and yoga are likely options.

Staff from the two cities updated last year's agreement (attached). The agreement clarifies expectations and addresses issues of liability.

If the Council is interested in continuing the relationship, please review the attached agreement. The agreement can always be amending during the meeting.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council approves the Recreation Agreement with the City of Falcon Heights as presented.

**COUNCIL ACTION:**

**City of Falcon Heights  
City of Lauderdale**

**Recreation Agreement**

THIS AGREEMENT is effective March 1, 2015 through December 31, 2015, by and between the City of Lauderdale, 1891 Walnut Street ~ Lauderdale, MN 55113, and the City of Falcon Heights, 2077 W. Larpenteur Ave ~ Falcon Heights, Minnesota 55113. Falcon Heights agrees to provide recreation programs within the City of Lauderdale. Lauderdale agrees to provide facility space for the programs.

The Cities of Lauderdale and Falcon Heights agree to the following obligations:

**1. Falcon Heights agrees to:**

- Provide recreation programs and experiences to Lauderdale residents for the same fee as paid by Falcon Heights' residents. Lauderdale will reimburse Falcon Heights the difference between the resident and non-resident rate for recreation programs and experiences held at Falcon Heights' facilities. Lauderdale will not reimburse Falcon Heights if the programs are held at Lauderdale facilities.
- Coordinate registration, supervision, and program curriculum appropriate for the recreation program.
- The recreation programs held at Lauderdale City Hall will include, but not be limited to, Tae Kwon Do, Boot Camp, and Yoga.
- Provide program staff, program supplies and equipment, and program maintenance support for the agreed upon recreation program.

**2. Lauderdale agrees to:**

- Provide program space at Lauderdale City Hall and at Lauderdale Community Park. The City of Lauderdale agrees to provide regular facility and park maintenance such as sweeping the floor and supplying tables requested by Falcon Heights.
- Provide facilities access and keys to Falcon Heights Park and Recreation Staff.



**Liability**

Falcon Heights shall defend and indemnify Lauderdale and its employees, officers, volunteers and agents for any claims against Lauderdale arising from Falcon Heights's performance or failure to perform its duties under this Agreement.

Lauderdale shall defend and indemnify Falcon Heights and its employees, officers, volunteers and agents for any claims against Falcon Heights arising from Lauderdale's performance or failure to perform its duties under this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and the other party, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for the parties may not be added together to determine the maximum amount of liability for any party.

Employees of Falcon Heights and Lauderdale shall remain employees of their respective cities regardless of where services are provided under this Agreement. Each party shall be responsible for injuries to or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing services pursuant to this Agreement. Each party waives the right to sue the other party for any workers' compensation benefits paid to its own employees or their dependants, even if the injuries were caused wholly or partially by the negligence of the other party.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**City of Falcon Heights**

**City of Lauderdale**

\_\_\_\_\_  
Mayor Peter Lindstrom

\_\_\_\_\_  
Mayor Jeffrey Dains

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
City Administrator  
Bart Fischer

\_\_\_\_\_  
City Administrator  
Heather Butkowski

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent _____	MEETING DATE <u>February 20, 2015</u>
Special _____	ITEM NUMBER <u>2015 Community Events</u>
Public Hearing _____	STAFF INITIAL <u>Jim</u>
Report _____	APPROVED BY ADMINISTRATOR _____
Discussion/Action _____	
Resolution _____	
Work session <u>X</u>	

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Staff has met with Susie Zahratka about the Farmers Markets. Susie's plan to create a nonprofit with a BOD has not happened so she is proposing a similar structure to last year where the farmers markets are city-sanctioned events. However, Susie is proposing five of them this year, which is two more than last year. If the community and vendors can support her proposed increase this year, more may be proposed in future years. Here what the community event schedule would like with five farmers markets:

- Saturday, May 16: City-wide Garage Sale (always the 3rd Saturday in May), starts at 8am
- Thursday, June 18: Farmers Market 4-7pm
- Thursday, July 16: Farmers Market 4-7pm
- Tuesday, August 4: MN Night to Unite 6-9pm
- Saturday, August 15: Day in the Park 12-3pm
- Thursday, August 20: Farmers Market 4-7pm
- Saturday, September 12: Fun Run/Walk, starts at 9am (this date has not been set)
- Thursday, September 17: Farmers Market 4-7pm
- Thursday, October 15: Farmers Market 4-7pm
- Saturday, October 31: Halloween Party 5-7pm

There are ten events from May-October listed above. All of them fall on the city to finance, manage, and organize. Is this too much, not enough, or just right?

In order to answer the question above, some things to consider include:

- 1) Can we finance them? The Community Events Fund currently has a balance of \$10,271. Last year revenue was \$5,194 and expenses were \$4,175. The majority of the revenue is from donations.
- 2) Are staffing levels adequate? Jim handles most of it with help from the PCIC, Susie (farmers markets), the Police Department (MN Night to Unite), and Kevin or Heather (Fun Run).
- 3) Are volunteer resources adequate? There are some dedicated volunteers but the overall numbers of them are scarce. Volunteers are also (in general) unreliable and sometimes vacate their commitments.
- 4) What about the PCIC? I was the only one to attend the last PCIC meeting (except Dan Murphy who arrived after the meeting would have started, so we just ate pizza and talked about the dog park).

**OPTIONS:**

- 1) Discuss and provide direction to staff and PCIC.

**STAFF RECOMMENDATION:**

**COUNCIL ACTION:**