

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, SEPTEMBER 10, 2019
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 TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the August 27, 2019 City Council Meeting
 - c. Claims Totaling \$102,418.09
4. **CONSENT**
 - a. Northdale Pay Request No. 4
 - b. September Farmers Market Performance Agreement
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. 2019 Infrastructure Improvement Project
 - b. September Farmers Market
 - c. City Council Updates
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.

 - a. Conditional Use Permit Application by Lauderdale BP to Open Three Service Bays
8. **DISCUSSION / ACTION ITEM**
 - a. 2020 Budget, Levy, and Goals
 - b. North Suburban Access Corporation Professional and Technical Services Agreement
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Resolution Setting 2020 Budget and Levy
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. Follow Up to GARE Training Session
- c. Community Development Update

13. **ADJOURNMENT**

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

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August 27, 2019

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:34 p.m.

Roll Call

Councilors present: Roxanne Grove, Jeff Dains, Andi Moffatt, and Mayor Mary Gaasch.
Councilors absent: Kelly Dolphin.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

Approvals

Mayor Gaasch asked if there were any additions to the meeting agenda. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the August 13, 2019 city council meeting. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the minutes of the August 13, 2019 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the claims totaling \$131,102.87. Motion carried unanimously.

Consent

Councilor Grove moved and seconded by Councilor Dains to approve the Consent Agenda thereby approving the park use application and acknowledging the July Financial Report.

Informational Presentations/Reports

A. 2019 Infrastructure Improvement Project

Administrator Butkowski provided an overview of progress on the project.

B. City Council Updates

Councilor Dains shared that he and Councilor Grove attended a Ramsey County League of Local Governments meeting. Dains continued to say that he attended a Metropolitan Council Transportation Committee meeting, and finally that he will be attending a St. Paul Water Board meeting on September 10. Councilor Grove filled in some additional details from the Ramsey County League of Local Governments meeting.

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Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

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August 27, 2019

Discussion/Action Items

A. 2020 Budget, Levy, and Goals

At the last meeting, staff noted that any recommendations on the budget and levy couldn't be made until after the fiscal disparities numbers were released. The 2020 allocation is \$138,520 or \$1,353 less than last year. City Administrator Butkowski presented a budget that balanced with a 4.4% total levy increase (5.5% local levy increase. Butkowski also read through the 2019 goals noting those that had been complete or that were still in progress.

Set Agenda for Next Meeting

Administrator Butkowski stated that the September 10 council meeting may include the 2019 Infrastructure Improvement Project Pay Request Number No. 4 and the 2020 Budget and Levy.

Work Session

A. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to anyone in attendance that wanted to address the Council.

Josh Hauser, 1778 Eustis Street, inquired about the increased cost for policing. He continued to ask questions regarding the zoning ordinance, the storm water pond, and the timing of the Eustis Street project. Staff will respond to his questions via email.

Rich Hinrichs, 1801 Eustis Street, stated that only one Falcon Heights firefighters assisted with the bus accident on Highway 280 on September 22. He continued to say that there is still no fire chief at the department.

There being no other parties interested in speaking, Mayor Gaasch closed the floor.

B. GARE Training Session with League of Minnesota Cities Staff

In early June, the Council began the GARE (Government Alliance on Race and Equity) training in partnership with the League of Minnesota Cities. Lauderdale is the League's pilot program partner for determining how to make the training possible for small cities with resource limitations. The first meeting provided Council and staff with background information to understand the roots of institutional racism. The Council devoted this meeting's work session to "Part 1B" of the three part process. In this phase, Council and staff brainstormed strategies to achieve more racially equitable outcomes in Lauderdale.

C. Community Development Updates

Butkowski stated that all updates have been covered throughout the course of the meeting.

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Lauderdale City Hall
1891 Walnut Street
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August 27, 2019

Adjournment

Councilor Moffatt moved and seconded by Councilor Grove to adjourn the meeting at 9:55 p.m.
Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk



CITY OF LAUDERDALE
LAUDERDALE CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
651-631-2066 FAX

Request for Council Action

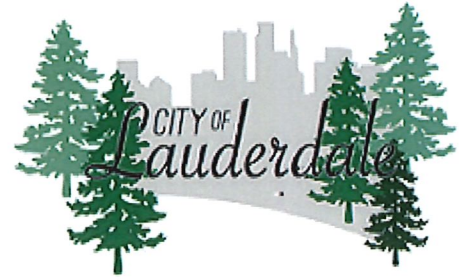
To: Mayor and City Council
From: City Administrator
Meeting Date: September 10, 2019
Subject: List of Claims

The claims totaling \$102,418.09 are provided for City Council review and approval that includes check numbers 26571 to 26593.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
 Printed: 9/6/2019 1:08 PM

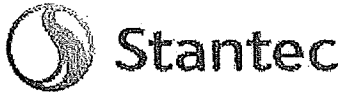


Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association PR Batch 51800.09.2019 PERA Coordinated PR Batch 51800.09.2019 PERA Coordinated	09/06/2019 PR Batch 51800.09.2019 PER PR Batch 51800.09.2019 PER	990.69 1,143.09
Total for this ACH Check for Vendor 43:				2,133.78
ACH	44	Minnesota Department of Revenue PR Batch 51800.09.2019 State Income Tax	09/06/2019 PR Batch 51800.09.2019 Stat	665.12
Total for this ACH Check for Vendor 44:				665.12
ACH	45	ICMA Retirement Corporation PR Batch 51800.09.2019 Deferred Comp PR Batch 51800.09.2019 Deferred Comp	09/06/2019 PR Batch 51800.09.2019 Defi PR Batch 51800.09.2019 Defi	1,008.18 1,638.63
Total for this ACH Check for Vendor 45:				2,646.81
ACH	46	Internal Revenue Service PR Batch 51800.09.2019 FICA Employee Portio PR Batch 51800.09.2019 Medicare Employee Pc PR Batch 51800.09.2019 FICA Employer Portio PR Batch 51800.09.2019 Federal Income Tax PR Batch 51800.09.2019 Medicare Employer Po	09/06/2019 PR Batch 51800.09.2019 FIC. PR Batch 51800.09.2019 Mec PR Batch 51800.09.2019 FIC. PR Batch 51800.09.2019 Fed PR Batch 51800.09.2019 Mec	1,024.55 239.61 1,024.55 1,454.08 239.61
Total for this ACH Check for Vendor 46:				3,982.40
Total for 9/6/2019:				9,428.11
26571	21 INV-ACC48033 INV-ACC48033 INV-ACC48033	Accela Inc Annual Maintenance Annual Maintenance Annual Maintenance	09/10/2019	930.60 930.60 4,342.80
Total for Check Number 26571:				6,204.00
26572	274 092019	Sahadev Bhurtel SR - Key & Damage Deposit Refund	09/10/2019	200.00
Total for Check Number 26572:				200.00
26573	36 0226562 0226596	City of Roseville September Phone Services September IT Services	09/10/2019	83.00 1,096.00
Total for Check Number 26573:				1,179.00
26574	29 3838	City of St Anthony September Police Services	09/10/2019	59,433.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 26574:	59,433.67
26575	164 3491188	Dalco Enterprises Inc Tissue Paper	09/10/2019	75.96
			Total for Check Number 26575:	75.96
26576	61 9080527	Gopher State One Call August 2019 Locates	09/10/2019	81.60
			Total for Check Number 26576:	81.60
26577	82 092019	Home Depot Furnace Air Filters	09/10/2019	92.98
			Total for Check Number 26577:	92.98
26578	31 149903 149903	Kennedy & Graven Chartered July Legal Services July Legal Services	09/10/2019	544.00 350.00
			Total for Check Number 26578:	894.00
26579	30 298379	League of Minnesota Cities Annual Membership Dues	09/10/2019	2,735.00
			Total for Check Number 26579:	2,735.00
26580	1 092019 092019	Lillie Suburban Newspapers Inc 2018 TIF Report Public Hearing - BP	09/10/2019	46.00 51.75
			Total for Check Number 26580:	97.75
26581	24 0001100374	Metropolitan Council October Waste Water	09/10/2019	13,409.80
			Total for Check Number 26581:	13,409.80
26582	103 092019	Minnesota Mayors Association Annual Dues	09/10/2019	30.00
			Total for Check Number 26582:	30.00
26583	84 092019 092019 092019	North Star Bank Cardmember Services Costco - Tissue Paper & Paper Towels RCLLG Meeting - JD & RG Costco - Election Pens	09/10/2019	77.48 20.00 6.45
			Total for Check Number 26583:	103.93
26584	37 1011258	Park Service Inc Truck Tires	09/10/2019	1,387.99
			Total for Check Number 26584:	1,387.99
26585	75 092019 092019 092019 092019 092019	Petty Cash LMCIT Parking - HB O'Reilly Auto Parts - Brake Pads Conference Parking - JB Pizza Hut - CIC Meeting Office Depot - Copier Paper	09/10/2019	7.00 76.74 10.00 30.00 20.33

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	092019	Suburban Ace Hardware - DIP Supplies		11.16
	092019	Conference Parking - JB		15.00
	092019	LMCIT Parking - MC		7.00
	092019	Suburban Ace Hardware - DIP Supplies		6.44
	092019	Lauderdale BP - DIP Supplies		5.99
	092019	USPS - Certified Letters		27.40
	092019	SRA Lunch - AM		14.00
	092019	SRA Lunch		12.00
			Total for Check Number 26585:	243.06
26586	47	Public Employees Insurance Program	09/10/2019	
		PR Batch 51800.09.2019 Health Insurance	PR Batch 51800.09.2019 Hea	2,095.98
		PR Batch 51800.09.2019 Dental	PR Batch 51800.09.2019 Den	116.10
			Total for Check Number 26586:	2,212.08
26587	275 092019	Lynn Richason Halloween Supplies	09/10/2019	22.06
			Total for Check Number 26587:	22.06
26588	91 092019	Suburban Ace Hardware Kitchen Faucet	09/10/2019	37.98
			Total for Check Number 26588:	37.98
26589	165 092019	Dawn Tanner Farmers Market Music	09/10/2019	200.00
			Total for Check Number 26589:	200.00
26590	4 18484 18484	The Neighborhood Recycling Company Inc August Single Unit Dwelling August Multi-Family Recycling Unit	09/10/2019	2,808.05 389.85
			Total for Check Number 26590:	3,197.90
26591	3 393575758	US National Equipment Finance Inc Copier Contract	09/10/2019	176.00
			Total for Check Number 26591:	176.00
26592	7 8319548-0500-6	Waste Management Inc September Public Works	09/10/2019	463.76
			Total for Check Number 26592:	463.76
26593	74 651827052 651890577 652137726 652196968	Xcel Energy Larpenteur Avenue Bridge Lights 2430 Larpenteur Avenue August Street Lighting Larpenteur Avenue	09/10/2019	30.15 20.17 418.17 42.97
			Total for Check Number 26593:	511.46
			Total for 9/10/2019:	92,989.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Report Total (27 checks):	102,418.09



CITY OF LAUDERDALE

1891 WALNUT STREET
 LAUDERDALE, MN 55113
 Project 193804608 - 2019 INFRASTRUCTURE IMPROVEMENTS
 Request for Payment No. 4

Contractor: Northdale Construction Co., Inc.
 9760 71st Street NE
 Albertville, MN 55301

Stantec Project No. 193804608
 For Period: 8/3/2019 - 8/30/2019

Contract Amounts

Original Contract	\$2,269,093.49
Contract Changes	\$0.00
Revised Contract	\$2,269,093.49

Funds Encumbered

Original	\$2,269,093.49
Additional	N/A
Total	\$2,269,093.49

Work Certified To Date

Base Bid Items	\$1,720,449.17
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$1,720,449.17

	Work Certified This Request for Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request for Payment	Total Amount Paid To Date
193804608	\$296,232.45	\$1,720,449.17	\$86,022.46	\$1,353,005.88	\$281,420.83	\$1,634,426.71
Percent Retained: 5.0000%				Percent Complete: 75.5667%		
Amount Paid This Request for Payment					\$281,420.83	

This is to certify that the items of work shown in this certificate of Request for Payment have been actually furnished for the work comprising the above mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

Kellie M. Schlegel

County/City/Project Engineer

09/06/2019

Date

Approved By Northdale Construction Co., Inc.

[Signature]

Contractor

9-6-19

Date

Approved for Payment By

City of Lauderdale

Date

CITY OF LAUDERDALE
 1891 WALNUT STREET
 LAUDERDALE, MN 55113
 Project No. 193804608
 Request for Payment No. 4

193804608 Payment Summary

No.	From Date	To Date	Work Certified Per Request for Payment	Amount Retained Per Request for Payment	Amount Paid Per Request for Payment
1	05/01/2019	05/31/2019	\$296,572.10	\$14,828.61	\$281,743.49
2	06/01/2019	06/21/2019	\$346,996.06	\$17,349.80	\$329,646.26
3	06/22/2019	08/02/2019	\$780,648.56	\$39,032.43	\$741,616.13
4	08/03/2019	08/30/2019	\$296,232.45	\$14,811.62	\$281,420.83

Totals: \$1,720,449.17

\$86,022.46

\$1,634,426.71

193804608 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request for Payment	Total Amount Paid To Date
SPRWS	655,939.18	32,796.96	564,740.21	58,402.01	623,142.22
Lauderdale	1,604,509.98	53,225.50	788,265.66	223,018.82	1,011,284.48

Totals: \$1,720,449.17

\$86,022.46

\$1,353,005.88

\$281,420.83

\$1,634,426.71

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
PART 1: GENERAL								
1	MOBILIZATION	LS	\$112,851.40	1	0	\$0.00	0.90	\$101,566.26
2	TRAFFIC CONTROL	LS	\$8,987.50	1	0	\$0.00	0.90	\$8,088.75
Totals For Section PART 1: GENERAL:						\$0.00		\$109,655.01
PART 2: WATER MAIN								
3	GRANULAR BACKFILL	TON	\$15.56	10400	0	\$0.00	10,640.00	\$165,558.40
4	SANITARY SEWER SERVICE RECONNECTION	LF	\$45.81	415	0	\$0.00	179.10	\$8,204.57
5	SERVICE STOP BOX	EA	\$306.73	9	0	\$0.00	14.00	\$4,294.22
6	ADJUST SERVICE STOP BOX	EA	\$135.00	13	0	\$0.00	0.00	\$0.00
7	REPAIR VALVE BOX	EA	\$350.00	2	0	\$0.00	0.00	\$0.00
8	ADJUST VALVE BOX	EA	\$245.00	8	3	\$735.00	3.00	\$735.00
9	REPLACE VALVE BOX	EA	\$590.18	2	0	\$0.00	2.00	\$1,180.36
10	WATER UTILITY HOLE	EACH	\$1,250.00	3	0	\$0.00	0.00	\$0.00
11	EXCAVATION FOR UTILITY OFFSET	EA	\$1,500.00	1	0	\$0.00	1.00	\$1,500.00
12	2" INSULATION	SY	\$25.65	14	0	\$0.00	149.60	\$3,837.24
13	HYDRANT INSTALLATION	EA	\$4,224.05	9	0	\$0.00	9.00	\$38,016.45
14	1" CORPORATION STOP	EA	\$122.43	1	0	\$0.00	3.00	\$367.29
15	1" ORISEAL VALVE INSTALLATION	EA	\$471.95	9	0	\$0.00	31.00	\$14,630.45
16	1.5" ORISEAL VALVE INSTALLATION	EA	\$689.44	1	0	\$0.00	0.00	\$0.00
17	2" ORISEAL VALVE INSTALLATION (WASTING)	EA	\$1,465.50	1	0	\$0.00	0.00	\$0.00
18	4" GATE VALVE INSTALLATION	EA	\$1,145.72	1	0	\$0.00	0.00	\$0.00
19	6" GATE VALVE INSTALLATION	EA	\$1,373.66	5	0	\$0.00	6.00	\$8,241.96

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
20	8" GATE VALVE INSTALLATION	EA	\$1,822.81	17	0	\$0.00	17.00	\$30,987.77
21	1" CP WATER SERVICE REPLACEMENT	LF	\$28.89	115	0	\$0.00	296.00	\$8,551.44
22	1.5" CP WATER SERVICE REPLACEMENT	LF	\$65.16	5	0	\$0.00	0.00	\$0.00
23	2" CP WATER SERVICE REPLACEMENT	LF	\$69.20	10	0	\$0.00	0.00	\$0.00
24	6" DI WATER MAIN REPLACEMENT	LF	\$58.32	70	0	\$0.00	120.50	\$7,027.56
25	8" DI WATER MAIN REPLACEMENT	LF	\$78.63	3165	0	\$0.00	2,845.40	\$223,733.80
26	8" HDPE (SDR 11) WATER MAIN - PIPE BURSTING	LF	\$70.35	335	0	\$0.00	327.00	\$23,004.45
27	TELEWISE SANITARY SEWER SERVICE	EA	\$752.50	3	0	\$0.00	3.00	\$2,257.50
28	TELEWISE STORM SEWER CROSSING	EA	\$510.63	3	0	\$0.00	3.00	\$1,531.89
29	DUCTILE AND GREY IRON FITTINGS	LB	\$6.83	1335	0	\$0.00	1,818.00	\$12,416.94
Totals for Section PART 2: WATER MAIN:						\$735.00		\$556,077.29
PART 3: SANITARY SEWER								
30	ADJUST SANITARY SEWER CASTING	EA	\$350.00	12	0	\$0.00	0.00	\$0.00
31	REMOVE AND REPLACE 4' DIA SANITARY SEWER MANHOLE	EA	\$4,493.47	1	0	\$0.00	1.00	\$4,493.47
32	6" PVC SANITARY SEWER SERVICE PIPE	LF	\$38.12	250	-7	-\$266.84	330.50	\$12,598.66
33	8" X 6" PVC WYE	EA	\$1,292.41	5	0	\$0.00	10.00	\$12,924.10
34	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	\$183.65	2	0	\$0.00	8.00	\$1,469.20

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
35	REMOVE AND REPLACE SANITARY MANHOLE CONE SECTION, CASTING AND RINGS	EA	\$1,795.10	2	0	\$0.00	2.00	\$3,590.20
Totals For Section PART 3: SANITARY SEWER:						-\$266.84		\$35,075.63
PART 4: STORM SEWER								
36	ADJUST STORM SEWER CASTING	EA	\$325.00	9	0	\$0.00	0.00	\$0.00
37	REMOVE AND REPLACE STORM SEWER CASTING AND RINGS	EA	\$790.75	2	2	\$1,581.50	2.00	\$1,581.50
38	REMOVE STORM SEWER STRUCTURE	EA	\$525.00	9	0	\$0.00	9.00	\$4,725.00
39	REMOVE AND REPLACE STORM SEWER STRUCTURE	EA	\$2,610.24	1	0	\$0.00	1.00	\$2,610.24
40	REMOVE STORM SEWER PIPE	LF	\$11.50	300	0	\$0.00	192.00	\$2,208.00
41	CONNECT TO EXISTING STORM SEWER PIPE	EA	\$650.00	4	0	\$0.00	4.00	\$2,600.00
42	CONNECT TO EXISTING STRUCTURE	EA	\$850.00	1	0	\$0.00	0.00	\$0.00
43	12" RCP STORM SEWER	LF	\$59.50	750	0	\$0.00	294.50	\$17,522.75
44	15" RCP STORM SEWER	LF	\$58.11	660	0	\$0.00	507.00	\$29,461.77
45	18" RCP STORM SEWER	LF	\$60.27	1020	0	\$0.00	987.00	\$59,486.49
46	IMPROVED PIPE FOUNDATION	LF	\$0.01	2430	0	\$0.00	0.00	\$0.00
47	27" CATCH BASIN	EA	\$1,395.48	8	0	\$0.00	2.00	\$2,790.96
48	2'X3' CATCH BASIN	EA	\$1,793.11	6	0	\$0.00	6.00	\$10,758.66
49	4' DIAMETER CATCH BASIN MANHOLE	EA	\$2,516.98	16	0	\$0.00	16.00	\$40,271.68
50	4' DIAMETER STORM SEWER MANHOLE	EA	\$2,376.98	2	0	\$0.00	1.00	\$2,376.98

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
Totals For Section PART 4: STORM SEWER:						\$1,581.50		\$176,394.03
PART 5: ROADWAY/ALLEY								
51	SILT FENCE, MACHINE-SLICED	LF	\$2.45	1400	1000	\$2,450.00	1,000.00	\$2,450.00
52	INLET PROTECTION	EA	\$275.00	35	0	\$0.00	31.00	\$8,525.00
53	TEMPORARY ROCK CONSTRUCTION ENTRANCE	TN	\$39.50	100	0	\$0.00	59.70	\$2,358.15
54	WATER FOR DUST CONTROL	TGAL	\$28.00	125	0	\$0.00	0.00	\$0.00
55	TEMPORARY MAILBOXES	LS	\$0.01	1	0	\$0.00	0.00	\$0.00
56	REMOVE TREE	EA	\$333.25	15	3	\$999.75	10.00	\$3,332.50
57	CLEARING AND GRUBBING	LS	\$3,440.00	1	1	\$3,440.00	1.00	\$3,440.00
58	TEMPORARY FENCE	LF	\$3.50	525	0	\$0.00	0.00	\$0.00
59	SALVAGE AND REINSTALL CHAIN LINK FENCE	LF	\$21.50	175	0	\$0.00	0.00	\$0.00
60	SALVAGE AND REINSTALL WOOD PRIVACY FENCE	LF	\$37.63	325	0	\$0.00	0.00	\$0.00
61	SALVAGE AND REINSTALL FENCE - OTHER	LF	\$43.00	40	0	\$0.00	0.00	\$0.00
62	SALVAGE AND REINSTALL SIGN	EA	\$182.75	30	0	\$0.00	0.00	\$0.00
63	STREET SWEEPER WITH PICKUP BROOM	HR	\$145.00	50	13.75	\$1,993.75	112.00	\$16,240.00
64	REMOVE BITUMINOUS PAVEMENT	SY	\$1.26	11000	0	\$0.00	10,245.50	\$12,909.33
65	CONCRETE PAVEMENT REPLACEMENT - SPECIAL	SF	\$19.39	540	100	\$1,939.00	241.00	\$4,672.99
66	MILL BITUMINOUS PAVEMENT - 2" DEPTH	SY	\$1.51	7400	0	\$0.00	0.00	\$0.00
67	REMOVE BITUMINOUS DRIVEWAY	SY	\$5.25	300	0	\$0.00	166.00	\$871.50

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
68	REMOVE CONCRETE DRIVEWAY OR APRON	SY	\$7.50	400	398	\$2,985.00	677.50	\$5,081.25
69	REMOVE AND REPLACE CONCRETE CURB & GUTTER	LF	\$32.12	400	593	\$19,047.16	632.00	\$20,299.84
70	SAWING BITUMINOUS PAVEMENT	LF	\$4.75	350		\$0.00	0.00	\$0.00
71	REMOVE SIDEWALK	SF	\$0.95	3000	200	\$190.00	2,942.50	\$2,795.38
72	REMOVE CONCRETE CURB & GUTTER	LF	\$2.65	700	10	\$26.50	607.00	\$1,608.55
73	COMMON EXCAVATION (P)	CY	\$21.33	8800	0	\$0.00	9,100.00	\$194,103.00
74	COMMON EXCAVATION - ALLEYS (P)	CY	\$30.95	1500	0	\$0.00	0.00	\$0.00
75	SUBGRADE EXCAVATION (EV)	CY	\$23.33	500	0	\$0.00	0.00	\$0.00
76	GEOTEXTILE FABRIC	SY	\$1.98	13000	0	\$0.00	11,869.00	\$23,500.62
77	SELECT GRANULAR BORROW (MODIFIED)	TN	\$16.63	9200	0	\$0.00	9,037.63	\$150,295.79
78	AGGREGATE BASE, CLASS 5	TN	\$17.69	7100	126.09	\$2,230.53	4,935.19	\$87,303.51
79	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.08	900	165	\$178.20	165.00	\$178.20
80	BITUMINOUS TRAIL PATCHING	SF	\$7.99	250	160	\$1,278.40	160.00	\$1,278.40
81	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TN	\$70.95	1900	0	\$0.00	0.00	\$0.00
82	TYPE SP 9.5 WEARING COURSE MIXTURE FOR ALLEYS (2,B)	TN	\$86.00	150	0	\$0.00	0.00	\$0.00
83	TYPE SP 12.5 NONWEARING COURSE MIXTURE (2,B)	TN	\$68.26	1600	1487.08	\$101,508.08	1,487.08	\$101,508.08

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
84	FULL DEPTH ROADWAY PATCHING - ROSELAWN	SY	\$86.40	400	387	\$33,436.80	387.00	\$33,436.80
85	BITUMINOUS PAVEMENT PATCHING - ROSELAWN	SY	\$53.75	400	0	\$0.00	0.00	\$0.00
86	B618 CONCRETE CURB & GUTTER	LF	\$13.81	5300	5163	\$71,301.03	5,163.00	\$71,301.03
87	4" DRAINTILE	LF	\$9.67	5200	464	\$4,486.88	5,074.00	\$49,065.58
88	4" CONCRETE WALK	SF	\$6.07	1750	1508	\$9,153.56	1,508.00	\$9,153.56
89	MODULAR BLOCK RETAINING WALL	SF	\$31.71	300	0	\$0.00	0.00	\$0.00
90	TYPE SP 9.5 BITUMINOUS MIXTURE FOR DRIVEWAYS (2,B)	TN	\$193.50	100	0	\$0.00	0.00	\$0.00
91	6" CONCRETE DRIVEWAY APRON	SF	\$6.83	4000	3566	\$24,355.78	3,566.00	\$24,355.78
92	7" CONCRETE DRIVEWAY APRON	SF	\$7.42	1200	1776.6	\$13,182.37	1,776.60	\$13,182.37
93	6" CONCRETE PEDESTRIAN CURB RAMP	SF	\$10.48	260	0	\$0.00	0.00	\$0.00
94	TRUNCATED DOME SURFACE	SF	\$64.50	20	0	\$0.00	0.00	\$0.00
95	SALVAGE HANDHOLE	EA	\$989.00	2	0	\$0.00	0.00	\$0.00
96	INSTALL SALVAGED HANDHOLE	EA	\$1,064.50	2	0	\$0.00	0.00	\$0.00
97	PREFORMED RIGID PVC CONDUIT LOOP DETECTOR 6' X 6'	EA	\$1,612.50	3	0	\$0.00	0.00	\$0.00
98	PREFORMED RIGID PVC CONDUIT LOOP DETECTOR 6' X 12'	EA	\$1,935.00	2	0	\$0.00	0.00	\$0.00
99	HANDHOLE	EA	\$2,683.20	1	0	\$0.00	0.00	\$0.00
100	1.5" NON-METALLIC CONDUIT	LF	\$13.55	80	0	\$0.00	0.00	\$0.00

193804608 Project Item Status								
Line	Item	Units	Unit Price	Contract Quantity	Quantity This Request for Payment	Amount This Request for Payment	Quantity To Date	Amount To Date
101	DECIDUOUS TREE 6' HT B&B	EA	\$376.25	15	0	\$0.00	0.00	\$0.00
102	TOPSOIL BORROW (LV)	CY	\$30.10	1500	0	\$0.00	0.00	\$0.00
103	SOD	SY	\$4.52	9000	0	\$0.00	0.00	\$0.00
104	METAL FENCE	LF	\$38.43	50	0	\$0.00	0.00	\$0.00
105	LANDSCAPE FUND	LS	\$12,000.00	1	0	\$0.00	0.00	\$0.00
106	4" DOUBLE YELLOW LINE - PAINT	LF	\$0.49	4200	0	\$0.00	0.00	\$0.00
107	4" SOLID WHITE LINE - PAINT	LF	\$0.25	8400	0	\$0.00	0.00	\$0.00
108	24" SOLID WHITE LINE - PAINT	LF	\$8.06	50	0	\$0.00	0.00	\$0.00
Totals For PART 5: ROADWAY/ALLEY:						\$294,182.79		\$843,247.21
Project Totals:						\$296,232.45		\$1,720,449.17

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date September 10, 2019

ITEM NUMBER September Farmers Market

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff is asking the city council to consider approving the attached performance agreement with Dawn Tanner & Adam Granger for music at a cost of \$200. Here's the promo.

**Farmers Market & Entertainment
Third Thursdays 4-7 p.m.
September 19: Dawn Tanner & Adam Granger**

Dawn Tanner and Adam Granger play original songs, folk covers, and instrumental tunes. Dawn plays with a range of bands in St. Paul and is working on her third CD. Adam is known for his solo work and years playing as part of the Prairie Home Companion crew. Dawn is also a guitar student of Adam's, and he is the source of the flashy guitar work on all three of her albums.

OPTIONS:

Approve by adopting the consent agenda or remove for discussion.

STAFF RECOMMENDATION:

By approving the consent agenda, the city council is approving the performance agreement with Dawn Tanner & Adam Granger.

City of Lauderdale Performance Agreement

Event: Farmers Market

Date & Time: Thursday, September 19, 2019 from 4-7 p.m.

Location: Lauderdale Community Park, 1885 Fulham Street

Performance Time: 5:00-7:00 p.m.

ARTIST or GROUP INFORMATION

Artist or Group Name: Dawn Tanner/Silver Lining
Artist/Group Leader: Dawn Tanner
Daytime Phone: Cell Phone: 612-859-2925
Email Address: tann0042@umn.edu; www.DawnTannerMusic.com
Website Address (if applicable): <http://www.silverliningmusic.com/>
Chairs Needed: 2

PAYMENT INFORMATION

Performance Fee: \$200.00
Name & Address for Payment of Fee: Dawn Tanner
2040 Como Ave, Unit 103
St Paul, MN 55108

PERFORMANCE PROVISIONS

- 1) The Artist or Group is considered an independent contractor and is responsible for all appropriate insurance, income taxes, and the licensed use of any or all copyright music performed.
- 2) The Artist or Group understands the City does not hold a public performance license, thus the artist agrees not to play music registered with ASCAP, BMI, SESAC, or any other licensing entity.
- 3) The Artist or Group will supply their own sound system and the following items as needed: music stands, stage etc.
- 4) The City will provide chairs, electricity and an extension cord.
- 5) Cancellation/Inclement Weather Policy:
 - If the performance is cancelled by the City before Noon the day of the performance, the City will pay 50% of the agreed performance fee as compensation.
 - If the performance is cancelled by the City after Noon the day of the performance, the City will pay 100% of the agreed performance fee as compensation.
- 6) Sale of promotional merchandise is allowed at the concert site.
- 7) Payment Information: The City will make every effort to present payment to the Artist or Group the day of the performance, but may mail payment within 30 days after performance date.
- 8) Indemnification: The Artist or Group agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses arising out of the Artist or Group's performance or failure to perform its duties under this Agreement.

Signature of Artist/Group Leader: Dawn Tanner Date: 8/14/19

Mayor

Date

City Administrator

Date

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED Consent _____ Presentation _____ Public Hearing _____ X Discussion _____ X Action _____ X Resolution _____ Work session _____ _____	MEETING DATE <u>September 10, 2019</u> ITEM NUMBER <u>Conditional Use Permit Application for Lauderdale BP</u> STAFF INITIAL <u>Jim</u> APPROVED BY ADMINISTRATOR _____
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DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

See attached memo and comments received from a neighboring homeowner. Other concerns that came up at the previous meeting included:

- Reinstalling a fence along the alley.
- Screening & enclosing the dumpster
- Limiting the hours of operation to 6 or 7 p.m.

OPTIONS:

- 1) Deny the conditional use permit application, stating the rationale for denial.
- 2) Approve the conditional use permit application as presented.
- 3) Approve the conditional use permit application with conditions, as deemed necessary.

STAFF RECOMMENDATION:

COUNCIL ACTION:

M E M O

DATE: SEPTEMBER 10, 2019
TO: HONORABLE MAYOR AND COUNCIL
FROM: JIM BOWNIK, ASSISTANT TO THE CITY ADMINISTRATOR
RE: CONDITIONAL USE PERMIT REQUEST FOR 2421 LARPENTEUR AVE

BACKGROUND

Proposal: The applicant is proposing to reopen three service bays for automobile service and repair at the Lauderdale BP.

Applicant: Scott Weber, 201 W. Co. Rd. E-2, New Brighton, MN 55112

Owner: Tony Rammer, 201 W. Co. Rd. E-2, New Brighton, MN 55112

❖ Attached is the conditional use permit application.

REQUIREMENTS FOR APPROVAL OF A CONDITIONAL USE PERMIT

Title 10-12-4 & 10-12-5 of the City Code allows the City Council to consider the following for the approval of a conditional use permit:

- 1) Does the use conform to the B-1 Community Business District?
- 2) Will the use provide a harmonious relationship with adjacent properties?
- 3) Is the visual impression & environment of the use consistent with the district?
- 4) Does the use organize vehicular access & parking in a way that minimizes traffic congestion in the district?
- 5) Does the use promote the objectives of Title 10 of the City Code: Zoning, and the Land Use & Tax Base section of the Lauderdale Comprehensive Plan?
- 6) Does the use comply with the following performance standards?
 - a. Fire Protection.
 - b. Electrical Disturbance.
 - c. Noise.
 - d. Vibrations.
 - e. Odors.
 - f. Air Pollution.
 - g. Glare.
 - h. Erosion.
 - i. Water Pollution.

STAFF FINDINGS & REVIEW

1) *Does the use conform to the B-1 Community Business District?*

The use conforms in that the business has three service bays that used to be open and the use is allowed by city code with a conditional use permit.

2) *Will the use provide a harmonious relationship with adjacent properties?*

The business currently operates as a gas station, convenience store and car wash. Reopening the service bays will mean more traffic and noise. Thus, a fence needs to be reinstalled on the north or south side of the alley to provide screening from adjacent residential properties.

3) *Is the visual impression & environment of the use consistent with the district?*

The visual impression and environment of the site should not change significantly with the opening of the three service bays. The applicants are planning to move the garbage and recycling dumpsters to the northwest corner of the property as well as enclose and screen them.

4) *Does the use organize vehicular access & parking in a way that minimizes traffic congestion in the district?*

The applicants have indicated seventeen on-site parking spots. The ordinance requires fourteen spaces (four per service bay and two for retail).

5) *Does the use promote the objectives of Title 10 of the City Code: Zoning, and the Land Use & Tax Base section of the Lauderdale Comprehensive Plan?*

The use appears to promote these objectives by encouraging development and/or redevelopment of commercial and industrial properties for the purpose of increasing tax base.

6) *Does the use comply with the following performance standards?*

- a. *Fire Protection.*
- b. *Electrical Disturbance.*
- c. *Noise.*
- d. *Vibrations.*
- e. *Odors.*
- f. *Air Pollution.*
- g. *Glare.*
- h. *Erosion.*
- i. *Water Pollution.*

- ❖ The above performance standards are addressed by the applicant in the attached letter dated June 19, 2019.

SITE PLAN

- ❖ Attached is a survey of the property and a site plan that shows, among other things, defined parking spaces.

PUBLIC HEARING FOR THE CONDITIONAL USE PERMIT REQUEST

On August 2, 2019 & again on August 20, 2019 property owners within 350 feet from the perimeter of the subject property were sent notice of tonight's public hearing. A Public Notice was also published in the August 27, 2019 edition of the Roseville Review.

CITY COUNCIL ACTION REQUESTED

The requested action is to approve the reopening of three service bays at 2421 Larpenteur Avenue with the following conditions: 1) The applicant shall construct a fence along the alley for screening adjacent residential properties; 2) The applicant shall enclose and screen the garbage and recycling dumpsters; 3) Any other conditions required by the City Council.

City of Lauderdale

MAIN 651-792-7650

LAND USE APPLICATION

Date: 6/19 6-4-19

<u>Fee</u>	<u>Escrow</u>	<u>Type of Request</u>	<u>Description of Request</u>
\$100	\$ 0	<input type="checkbox"/> Lot Consolidation/Division	<u>Reopen Service Bays For</u> <u>Auto Repair at Lauderdale</u> <u>Certified Auto Repair, Inc</u> <u>2421 Largentour Ave W</u>
\$150	\$ 0	<input type="checkbox"/> Variance	
\$200	\$ 0	<input checked="" type="checkbox"/> Conditional Use	
\$500	\$1,000	<input type="checkbox"/> Zoning Amendment	
\$500	\$1,000	<input type="checkbox"/> Subdivision	
\$500	\$1,000	<input type="checkbox"/> PUD	

Applicant Information

Name: SCOTT WEBER
Address: 201 W. CO. RD E-2
C, S, Z: NEW BRITTON, MO. 55112
Phone: 763-221-7810
Email: SCOTT@AUPKAS.COM
Signature: [Signature]

Owner Information (if different)

Name: Tom Ranner
Address: 201 W. CO. RD E-2
C, S, Z: NEW BRITTON, MO. 55112
Phone: 612-237-4851
Email: TOM@STORREVIEWEXXON.COM
Signature: [Signature]

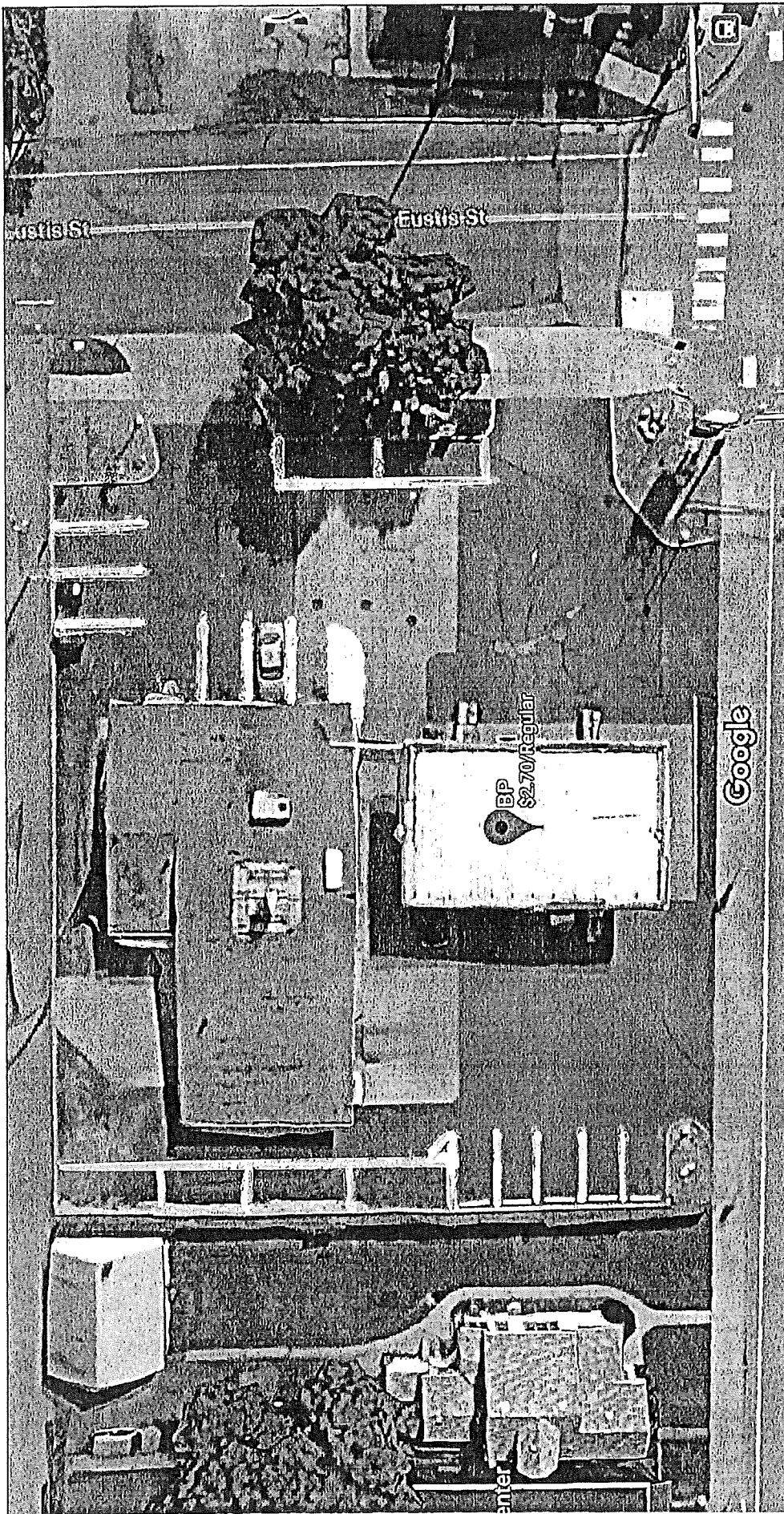
By signing above, the applicant agrees to pay the application fee and deposit an escrow fee to cover the city's consultants' costs associated with reviewing the associated request. Prior to having the request considered by the city, the applicant must deposit an escrow fee in an amount that is estimated to cover the city's consultants' costs as determined by the city administrator. If the city's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The city shall use the applicant's fees to cover the city's actual consultants' costs in reviewing the request regardless of the city's action on the applicant's request. If the applicant's escrow fees exceed the city's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.

Review Timeline: All applications, other than concept plans, must be complete before being formally reviewed. Minnesota Statute provides 15 days to determine the application's completeness. Completeness depends on whether or not the checklist items are fulfilled.

Checklist: Please review the checklist for the type of application you are applying for.

For Office Use Only	PIN#:	
Date of Complete Application: <u>6-19-19</u>	Amount Paid: <u>200</u>	Receipt #: <u>14359</u>
Escrow Fee Paid: <u>—</u>	Receipt #: <u>—</u>	Date Escrow Returned: <u>—</u>
PC Recommendation: (approve/deny)	Meeting Date: <u>N/A</u>	
Public Hearing Date: <u>8-13-19</u>	CC Action: (approved/denied)	Meeting Date: <u>—</u>
Conditions? <u>—</u>		

Google Maps BP



Imagery ©2019 Google, Map data ©2019 Google 20 ft.

Scott Weber
Lauderdale BP
2421 Larpenteur Ave W
Lauderdale, MN 55113

06-19-2019

Jim Bownik
Assistant to the City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Dear Jim Bownik:

Here is a list of answers to the questions that you requested. I have also attached a map of the location with the proposed parking spaces needed.

- Hours of operation will be Monday through Friday 7am until 8pm and Saturdays 8am until 5pm.
- All 3 service bays will be operated by our employees.
- I have all the proposed parking spaces plotted out on the attached diagram.
- There will be no storage of supplies outside of the building.
- The fence on the west side of the building will be repaired and painted and a fence in the back of the building will be built to code or a variance will be applied for if necessary.
- We will contract with a fire extinguisher company to get the correct size and amount of fire extinguishers for the auto repair shop. We will also store and mark any flammable materials according to safety regulations.
- Electrical disturbances should not be an issue as the biggest electrical equipment we will use is already being used at the location. (Air Compressor)
- Noise will be kept to a minimum. Most air tools will be used inside of the building as to muffle the noise.
- Vibrations will not be an issue as we will not be operating any equipment large enough to cause vibrations.
- Odors and air pollution will not change at the location. All automobiles in for repairs have catalytic converters to keep the emissions to a minimum.
- We will not be adding any equipment that will cause any problems with glare or erosion.
- All waste batteries and waste oils and fluids will be recycled according to EPA regulations.

Jim Bownik

06-19-2019

Page 2

We have already contracted with a landscaping company to clean up the landscape and weeds around the building. Also, parking lot repairs will be done along with sealing and striping the lot. The fence and building repairs along with painting will be happening in the next few weeks.

Sincerely,

Scott W Weber

General Manager

Heather Butkowski

From: Paavo T <ptaipale@gmail.com>
Sent: Thursday, August 8, 2019 4:00 PM
To: Heather Butkowski
Subject: BP improvement concerns

Caution: This email originated outside our organization; please use caution.

Hi Heather,

I am not opposed to the improvements proposed to the BP Station but I do have a few concerns. A fence on the north side of the gas station would be great to separate the business part of Lauderdale and the residential part of Lauderdale. The concern is that with recycling and garbage truck traffic turning from the south in the alley to east or west and from east or west, north into the alley. This is already a very tight corner and with a fence, some vehicles may not be able to make the turn as I often see large vehicles struggle. You will see from the photos attached that in the past these large vehicles have caused damage to my property including the garage and the pavement because of the tight turn. Add to this, piles of snow during the winter. The northwest corner of the BP parking lot is where a lot of snow goes. Both snow from the BP lot and also snow plowed from the alley. Where will all the snow go if there is a fence on the BP north lot line?

In summary-

I am not opposed to improvements or a fence on the north side of the BP, in fact it would likely make my yard more quiet and reduce the amount of trash that blows into my yard from the BP (receipts, wrappers and chip bags are constantly found in my yard)

I am concerned about where snow will be plowed in the winter if there is a fence built.

I am concerned about the tighter space it will create for the garbage and recycling trucks that already struggle to turn in the confined space of the alley. And the possibility for more damage to my property.

I hope solutions can be found.

Heather Butkowski

From: Paavo T <ptaipale@gmail.com>
Sent: Friday, August 9, 2019 8:51 AM
To: Heather Butkowski
Subject: Re: BP improvement concerns
Attachments: image002.jpg; image001.jpg; image003.jpg; IMG_20190809_084935.jpg

Caution: This email originated outside our organization; please use caution.

Hi Heather,

I just witnessed a big truck run over the post on the corner of my lot as it struggled to turn from south to west in the alley. They had to have heard me yelling but did not stop! It may have been Walters. It had a big green bin on the side of the box truck. May have been delivering bins. Also the post trying to protect my driveway and keep people away from hitting the garage is 10 or so feet from my south lot line.

I attached another picture below showing where the post is.



Damage to siding from garbage and recycling trucks



Damage to pavement from garbage and recycling vehicles

--
Paavo Taipale
1698 Malvern St
Lauderdale
pt Taipale@gmail.com
651-210-5281



Jim Bownik

From: Amy Feely <amyeppen@hotmail.com>
Sent: Tuesday, August 27, 2019 10:13 PM
To: Jim Bownik
Subject: Lauderdale BP

Caution: This email originated outside our organization; please use caution.

Jim,

Thank you for the notifications about the BP station's proposals to reopen the service bays. I own the home at 1695 Malvern. I wanted to let you know that I don't have any issue with it. I also checked with my renter, who has lived there for 9 1/2 years and she's ok with it also. I actually think it will be a good thing. Hopefully clean up the area a little and be good for the community.

Thanks again for letting us have input. Best wishes to the BP business!

Amy Feely

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
 Public Hearing _____
 Discussion _____ **X** _____
 Action _____
 Resolution _____
 Work Session _____

Meeting Date September 10, 2019
 ITEM NUMBER 2020 Budget and Levy
 STAFF INITIAL HB
 APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Included with this memo are reports distributed by Ramsey County. Increases in homes values were significant across the County. Lauderdale's median home value will increase by 5.8% for 2020. A median valued home for tax purposes in 2020 is \$218,300 compared to \$206,300 for 2019. The County is planning for a 4.75% levy increase which will result in a 2.2% impact for Lauderdale property owners (see "page 26"). If the City does not increase its levy, homeowners of median valued homes will experience a \$61 property tax increase.

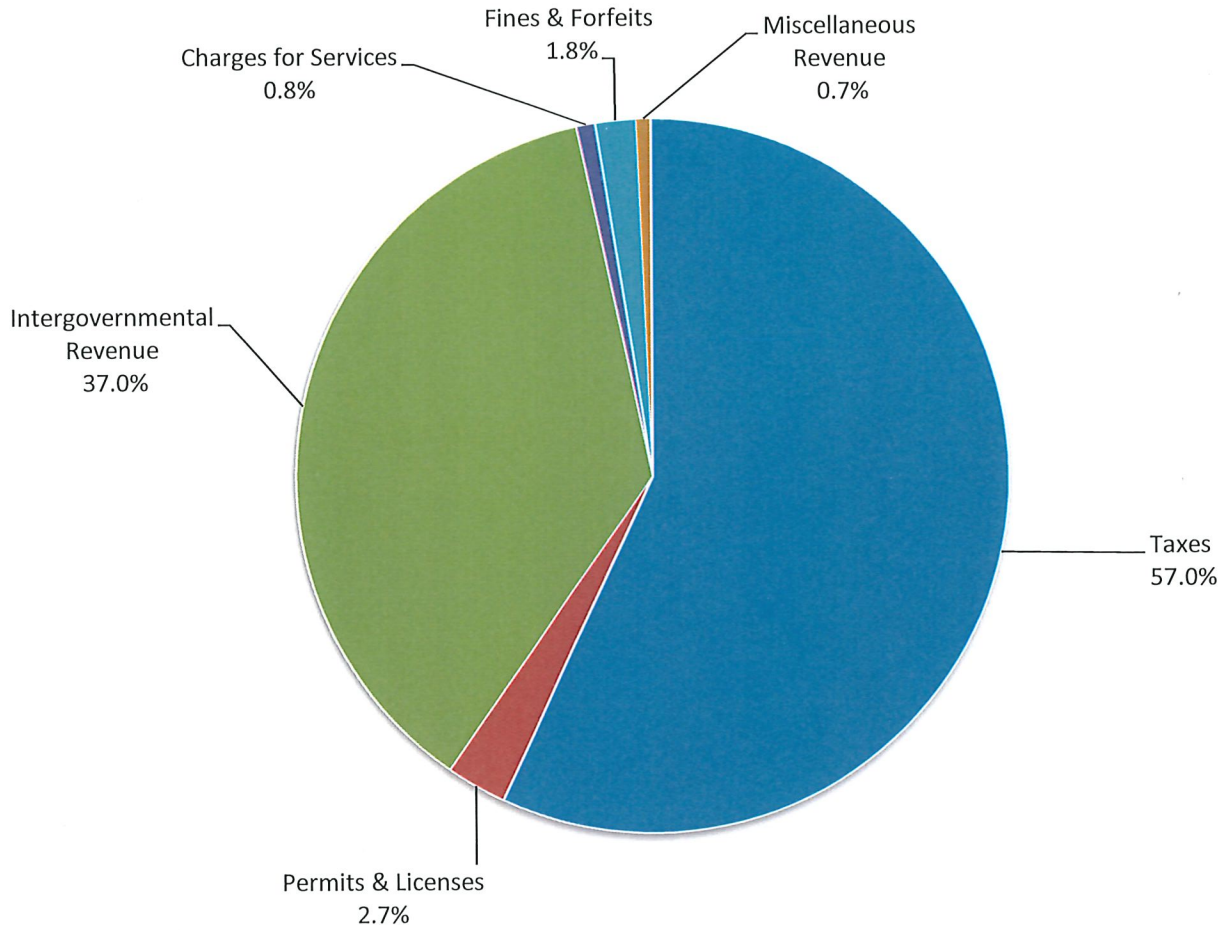
Since the last meeting, staff refined the budget further and the total levy would need to be increased by \$35,510 (4.4%) to balance the General Fund budget (a 5.5% local property tax increase). Among the notable expenses are public safety, up \$32,152 and \$15,000 to re-write the zoning ordinance.

As the City's overall market value went up considerably over 2019, the proposed levy increase results in only a slight increase in the tax rate. As we discuss each year, with the loss of the Homestead Market Value Credit in 2011, the State is no longer making up the difference in taxes between homesteaded and non-homesteaded properties. Instead, the "market value exclusion" homesteaded properties receive creates a shuffling of values within the City. Trends in property values between the classes determines the winners and losers. The County prepared a slide on this—see "page 35."

The proposed tax impact summary shows that the 5.5% levy increase would result in a \$39.79 property tax impact on a median value home. If someone's home value stayed exactly the same, they would see little city property tax increase. With the proposed \$61 dollar increase a median value home would be looking at a \$101 property tax increase in addition to any increases by the school district, et al.

Staff will present the materials in greater detail at the meeting. Please call staff in advance if you have questions.

CITY OF LAUDERDALE ADOPTED 2020 BUDGET REVENUES



Revenues

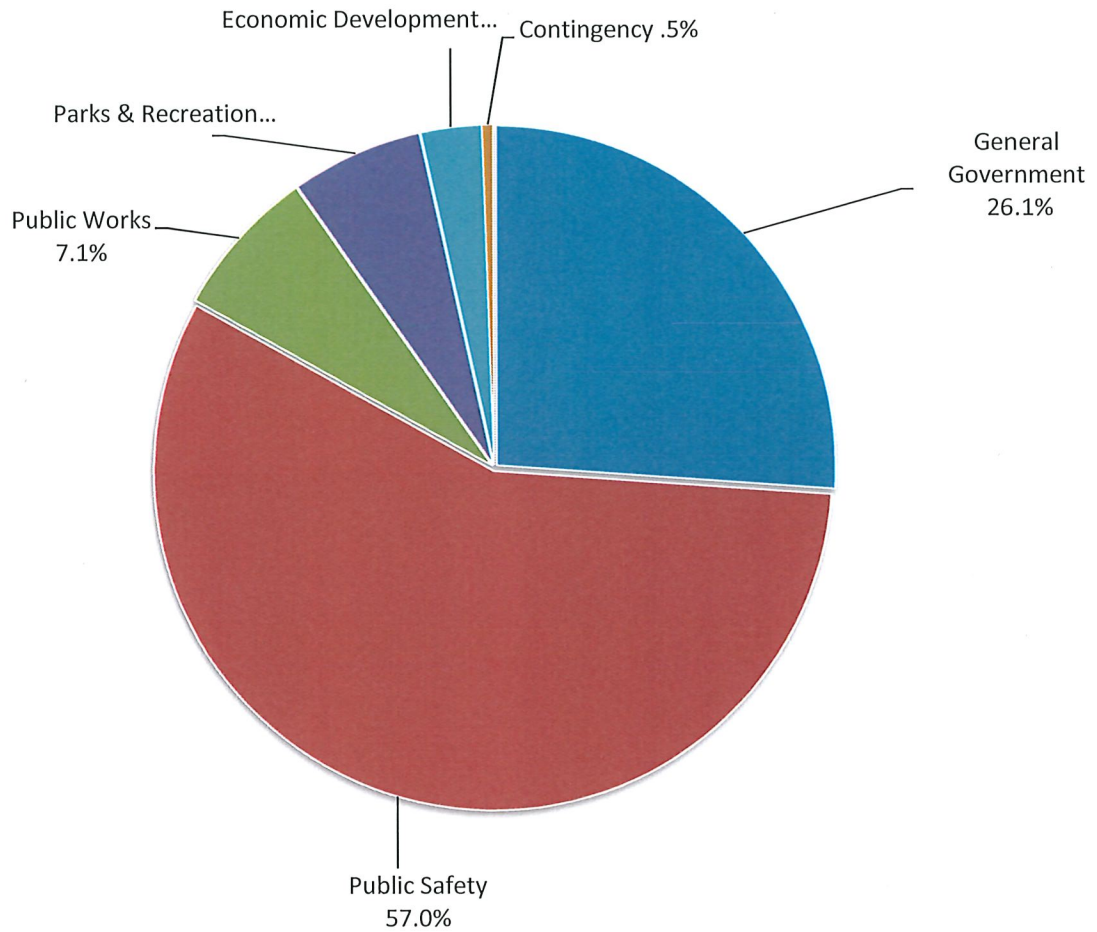
Taxes	\$ 845,614
Permits & Licenses	\$ 40,650
Intergovernmental Revenue	\$ 549,070
Charges for Services	\$ 12,350
Fines & Forfeits	\$ 27,000
Miscellaneous Revenue	\$ 10,000

CITY OF LAUDERDALE
GENERAL FUND REVENUES
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-00000-410-31010	CURRENT AD VALOREM TAXES	\$ 629,369	\$ 670,231	\$ 707,094
101-00000-410-31020	DELINQUENT AD VALOREM TAXES	\$ 2,317	\$ -	\$ -
101-00000-410-31400	FISCAL DISPARITIES	\$ 131,165	\$ 139,873	\$ 138,520
101-00000-410-31055	EXCESS TAX INCREMENT	\$ -	\$ -	\$ -
101-00000-410-31900	PENALTIES AND INTEREST TAXES	\$ 6	\$ -	\$ -
	TAXES	\$ 762,857	\$ 810,104	\$ 845,614
101-00000-410-32110	LIQUOR LICENSES	\$ 300	\$ 150	\$ 150
101-00000-410-32180	TOBACCO LICENSES	\$ 600	\$ 400	\$ 400
101-00000-410-32190	OTHER BUSINESS LICENSES	\$ 1,975	\$ 2,000	\$ 2,000
101-00000-410-32192	HVAC CONTRACTOR LICENSES	\$ 1,750	\$ 1,200	\$ 1,500
101-00000-410-32240	ANIMAL LICENSES	\$ 170	\$ 100	\$ 100
101-00000-420-32210	BUILDING PERMITS	\$ 27,382	\$ 20,000	\$ 25,000
101-00000-420-32230	PLUMBING & HEATING PERMITS	\$ 8,701	\$ 8,000	\$ 8,000
101-00000-420-32270	RENTAL HOUSING LICENSES	\$ 3,581	\$ 4,000	\$ 3,500
101-00000-430-32261	EXCAVATING PERMITS	\$ -	\$ -	\$ -
	PERMITS & LICENSES	\$ 44,459	\$ 35,850	\$ 40,650
101-00000-410-33401	LOCAL GOVERNMENT AID	\$ 539,562	\$ 539,622	\$ 547,872
101-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ 1,198	\$ 1,198	\$ 1,198
101-00000-410-33423	OTHER GRANTS & AIDS	\$ -	\$ -	\$ -
	INTERGOVERNMENTAL REVENUE	\$ 540,760	\$ 540,820	\$ 549,070
101-00000-410-34101	CITY HALL RENT	\$ 5,230	\$ 4,500	\$ 4,750
101-00000-410-34103	ZONING & SUBDIVISION FEES	\$ 1,050	\$ 1,000	\$ 1,000
101-00000-420-34104	PLAN REVIEW FEES	\$ 5,770	\$ 5,000	\$ 5,000
101-00000-410-34105	SALE OF MAPS & PUBLICATIONS	\$ 17	\$ -	\$ -
101-00000-410-34108	ADMINISTRATIVE FEES	\$ 3,200	\$ -	\$ -
101-00000-420-34202	SPECIAL FIRE PROTECTION SERVICES	\$ 1,833	\$ 600	\$ 1,000
101-00000-420-34206	MOWING & GARBAGE CLEANUP	\$ -	\$ -	\$ -
101-00000-430-34303	SNOW REMOVAL CHARGES	\$ -	\$ -	\$ -
101-00000-450-34780	PARK SHELTER FEES	\$ 145	\$ 300	\$ 200
101-00000-450-34920	MERCHANDISE SALES	\$ 1,386	\$ 400	\$ 400
	CHARGES FOR SERVICES	\$ 18,630	\$ 11,800	\$ 12,350

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-00000-420-35101	COURT FINES & ADMINISTRATIVE PENALTIES	\$ 25,488	\$ 30,000	\$ 27,000
101-00000-420-35200	FORFEITED & SEIZED ASSETS	\$ -	\$ -	\$ -
	FINES & FORFEITS	\$ 25,488	\$ 30,000	\$ 27,000
101-00000-410-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 3,603	\$ -	\$ -
101-00000-410-36102	PENALTIES & INTEREST	\$ 311	\$ -	\$ -
101-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ 2,675	\$ -	\$ -
101-00000-410-36210	INTEREST ON INVESTMENTS	\$ 267	\$ 6,000	\$ 6,000
101-00000-410-36215	OTHER FEES (CREDIT CARD)	\$ -	\$ 500	\$ 500
101-00000-410-36230	CONTRIBUTIONS & DONATIONS (NON COMM E)	\$ 1,440	\$ -	\$ -
101-00000-450-36230	CONTRIBUTIONS & DONATIONS (COMM EVENT	\$ 942	\$ 2,500	\$ 2,500
101-00000-420-36260	SURCHARGES COLLECTED	\$ 1,554	\$ 1,000	\$ 1,000
	MISCELLANEOUS REVENUE	\$ 10,792	\$ 10,000	\$ 10,000
101-00000-410-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
101-00000-410-39200	TRANSFER IN	\$ 4,005	\$ -	\$ -
	OTHER SOURCES	\$ 4,005	\$ -	\$ -
	TOTAL GENERAL FUND REVENUE	\$ 1,406,990	\$ 1,438,574	\$ 1,484,684
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ (750)	\$ (0)
	FUND BALANCE - January 1	\$ 758,551	\$ 780,967	\$ 780,217
	FUND BALANCE - December 31	<u>\$ 780,967</u>	<u>\$ 780,217</u>	<u>\$ 780,217</u>

CITY OF LAUDERDALE ADOPTED 2020 BUDGET EXPENDITURES



Expenditures

Legislative	\$ 26,423
City Administration	\$ 235,810
Elections	\$ 24,930
Public Safety	\$ 796,463
Legal	\$ 28,500
General Government Buildings	\$ 34,400
Public Works	\$ 100,148
Planning, Zoning, Inspections	\$ 37,427
Street Lighting	\$ 6,000
Building Inspections	\$ 50,082
Parks & Recreation	\$ 93,501
Contingency	\$ 8,000
Transfer	\$ 38,000
Economic Development	\$ 5,000

CITY OF LAUDERDALE
GENERAL FUND EXPENSE SUMMARY
2020

Department Number	Title	2018 Actual	2019 Adopted	2020 Proposed
41110	LEGISLATIVE	\$ 24,927	\$ 27,802	\$ 26,423
41320	CITY ADMINISTRATION	\$ 220,697	\$ 235,602	\$ 235,810
41410	ELECTIONS	\$ 21,741	\$ 17,957	\$ 24,930
41610	LEGAL	\$ 35,786	\$ 26,500	\$ 28,500
41910	PLANNING	\$ 61,627	\$ 38,038	\$ 37,427
41940	GENERAL GOVERNMENT BUILDINGS	\$ 34,830	\$ 29,500	\$ 34,400
	GENERAL GOVERNMENT	\$ 399,607	\$ 375,399	\$ 387,490
42100	PUBLIC SAFETY	\$ 744,247	\$ 764,311	\$ 796,463
42400	BUILDING INSPECTIONS	\$ 31,037	\$ 48,162	\$ 50,082
	PUBLIC SAFETY	\$ 775,284	\$ 812,473	\$ 846,545
43121	PUBLIC WORKS	\$ 119,479	\$ 93,630	\$ 100,148
43160	STREET LIGHTING	\$ 5,756	\$ 7,000	\$ 6,000
	PUBLIC WORKS	\$ 125,235	\$ 100,630	\$ 106,148
45200	PARKS & RECREATION	\$ 88,107	\$ 92,822	\$ 93,501
46500	ECONOMIC DEVELOPMENT	\$ 7,710	\$ 10,000	\$ 5,000
49200	MISCELLANEOUS UNALLOCATED EXPENSES	\$ -	\$ 10,000	\$ 8,000
49300	OTHER FINANCING USES	\$ 38,000	\$ 38,000	\$ 38,000
	OTHER	\$ 133,817	\$ 150,822	\$ 144,501
TOTAL EXPENDITURES		\$ 1,433,943	\$ 1,439,324	\$ 1,484,684

CITY OF LAUDERDALE
 LEGISLATIVE
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41110-410-41030	PART TIME EMPLOYEES	\$ 16,500	\$ 16,500	\$ 16,500
101-41110-410-41220	FICA	\$ 1,023	\$ 1,023	\$ 1,023
101-41110-410-41225	MEDICARE	\$ 240	\$ 239	\$ 239
101-41110-410-41510	WORKERS COMPENSATION INSURANCE	\$ 39	\$ 40	\$ 41
	PERSONNEL	\$ 17,802	\$ 17,802	\$ 17,803
101-41110-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41110-410-42110	GENERAL SUPPLIES	\$ -	\$ 50	\$ 50
101-41110-410-42115	MEETINGS	\$ -	\$ 200	\$ 200
101-41110-410-42410	MINOR TOOLS & EQUIPMENT	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ 250	\$ 250
101-41110-410-43140	TRAINING & EDUCATION	\$ 1,268	\$ 2,500	\$ 2,000
101-41110-410-43310	TRAVEL EXPENSE	\$ 1,321	\$ 1,200	\$ 1,300
101-41110-410-43510	LEGAL NOTICES & PUBLISHING	\$ 210	\$ 1,300	\$ 500
101-41110-410-43610	INSURANCE & BONDS	\$ 258	\$ 250	\$ 270
101-41110-410-44330	DUES & SUBSCRIPTIONS	\$ 4,068	\$ 4,500	\$ 4,300
	OTHER SERVICES & CHARGES	\$ 7,125	\$ 9,750	\$ 8,370
101-41110-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 24,927	\$ 27,802	\$ 26,423

NOTES:

Dues include Metro Cities, League of Minnesota Cities, Mayor's Association and Suburban Rate Authority

CITY OF LAUDERDALE
 CITY ADMINISTRATION
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41320-410-41010	FULL TIME EMPLOYEES	\$ 127,488	\$ 128,436	\$ 133,017
101-41320-410-41020	OVERTIME	\$ -	\$ -	\$ -
101-41320-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-41320-410-41210	PERA	\$ 9,467	\$ 9,633	\$ 9,976
101-41320-410-41220	FICA	\$ 7,987	\$ 7,963	\$ 8,247
101-41320-410-41225	MEDICARE	\$ 1,868	\$ 1,862	\$ 1,929
101-41320-410-41250	DEFERRED COMPENSATION	\$ 1,539	\$ 525	\$ 1,700
101-41320-410-41310	HEALTH INSURANCE	\$ 16,860	\$ 17,706	\$ 17,417
101-41320-410-41320	DENTAL INSURANCE	\$ 307	\$ 400	\$ 350
101-41320-410-41330	LIFE INSURANCE	\$ 841	\$ 850	\$ 860
101-41320-410-41340	DISABILITY INSURANCE	\$ 736	\$ 700	\$ 800
101-41320-410-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-41320-410-41510	WORKERS COMPENSATION INSURANCE	\$ 991	\$ 1,027	\$ 1,064
	PERSONNEL	\$ 168,083	\$ 169,102	\$ 175,360
101-41320-410-42010	OFFICE SUPPLIES	\$ 645	\$ 800	\$ 700
101-41320-410-42020	COMPUTER SUPPLIES	\$ 652	\$ 500	\$ 650
101-41320-410-42030	PRINTED FORMS	\$ 2,195	\$ 4,500	\$ 2,500
101-41320-410-42110	GENERAL SUPPLIES	\$ 659	\$ 200	\$ 700
101-41320-410-42115	MEETINGS	\$ 20	\$ -	\$ -
101-41320-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
101-41320-410-42420	MINOR COMPUTER EQUIPMENT	\$ 565	\$ 1,500	\$ 500
	SUPPLIES	\$ 4,736	\$ 7,500	\$ 5,050
101-41320-410-43030	AUDITING & ACCOUNTING SERVICES	\$ 12,810	\$ 16,000	\$ 14,000
101-41320-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 16,032	\$ 16,000	\$ 20,000
101-41320-410-43140	TRAINING & EDUCATION	\$ 1,446	\$ 3,000	\$ 1,700
101-41320-410-43220	POSTAGE	\$ 1,700	\$ 4,000	\$ 2,000
101-41320-410-43250	OTHER COMMUNICATIONS	\$ -	\$ -	\$ -
101-41320-410-43310	TRAVEL EXPENSE	\$ 1,192	\$ 1,500	\$ 1,500
101-41320-410-43510	LEGAL NOTICES & PUBLISHING	\$ 112	\$ 1,300	\$ 800
101-41320-410-43610	INSURANCE & BONDS	\$ 3,142	\$ 2,900	\$ 3,200
101-41320-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41320-410-44160	RENTS & LEASES	\$ 2,620	\$ 2,700	\$ 2,800
101-41320-410-44325	BANK FEES & CHARGES	\$ 2,084	\$ 1,500	\$ 2,400
101-41320-410-44330	DUES & SUBSCRIPTIONS	\$ 5,401	\$ 9,500	\$ 5,700
101-41320-410-44370	MISCELLANEOUS CHARGES	\$ 1,339	\$ 600	\$ 1,300
	OTHER SERVICES & CHARGES	\$ 47,878	\$ 59,000	\$ 55,400
101-41320-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 220,697	\$ 235,602	\$ 235,810

NOTES

Dues includes MCFOA, MAMA, MN GFOA, IMCA, MCMA, Press, Notary, RC GIS

CITY OF LAUDERDALE
ELECTIONS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41410-410-41010	FULL TIME EMPLOYEES	\$ 10,868	\$ 11,388	\$ 11,891
101-41410-410-41040	TEMPORARY EMPLOYEES	\$ 3,836	\$ -	\$ 5,000
101-41410-410-41210	PERA	\$ 807	\$ 854	\$ 892
101-41410-410-41220	FICA	\$ 681	\$ 706	\$ 737
101-41410-410-41225	MEDICARE	\$ 159	\$ 165	\$ 172
101-41410-410-41250	DEFERRED COMPENSATION	\$ 159	\$ 50	\$ 160
101-41410-410-41310	HEALTH INSURANCE	\$ 1,625	\$ 1,753	\$ 1,700
101-41410-410-41320	DENTAL INSURANCE	\$ 46	\$ 50	\$ 50
101-41410-410-41330	LIFE INSURANCE	\$ 56	\$ 50	\$ 60
101-41410-410-41340	DISABILITY INSURANCE	\$ 66	\$ 50	\$ 73
101-41410-410-41510	WORKERS COMPENSATION INSURANCE	\$ 107	\$ 91	\$ 95
	PERSONNEL	\$ 18,409	\$ 15,157	\$ 20,830
101-41410-410-42010	OFFICE SUPPLIES	\$ 34	\$ -	\$ 100
101-41410-410-42110	GENERAL SUPPLIES	\$ 340	\$ 500	\$ 500
101-41410-410-42410	MINOR EQUIPMENT & TOOLS	\$ 2,508	\$ 2,300	\$ 2,500
	SUPPLIES	\$ 2,883	\$ 2,800	\$ 3,100
101-41410-410-43510	LEGAL NOTICES PUBLISHING	\$ 449	\$ -	\$ 1,000
101-41410-410-44370	MISCELLANEOUS CHARGES (AB VOTING)	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 449	\$ -	\$ 1,000
101-41410-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 21,741	\$ 17,957	\$ 24,930

CITY OF LAUDERDALE
LEGAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41610-410-43040	LEGAL SERVICES - CIVIL PROCESS	\$ 24,686	\$ 15,000	\$ 17,000
101-41610-410-43045	LEGAL SERVICES - PROSECUTION	\$ 11,100	\$ 11,500	\$ 11,500
	OTHER SERVICES & CHARGES	\$ 35,786	\$ 26,500	\$ 28,500
TOTAL EXPENDITURES		<u>\$ 35,786</u>	<u>\$ 26,500</u>	<u>\$ 28,500</u>

CITY OF LAUDERDALE
 PLANNING, ZONING & INSPECTIONS
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41910-410-41010	FULL TIME EMPLOYEES	\$ 24,000	\$ 15,639	\$ 16,108
101-41910-410-41210	PERA	\$ 1,782	\$ 1,173	\$ 1,208
100-41910-410-41220	FICA	\$ 1,503	\$ 970	\$ 999
101-41910-410-41225	MEDICARE	\$ 352	\$ 227	\$ 234
101-41910-410-41250	DEFERRED COMPENSATION	\$ 347	\$ 100	\$ 200
101-41910-410-41310	HEALTH INSURANCE	\$ 3,963	\$ 2,214	\$ 2,234
101-41910-410-41320	DENTAL INSURANCE	\$ 139	\$ 100	\$ 100
101-41910-410-41330	LIFE INSURANCE	\$ 121	\$ 90	\$ 90
101-41910-410-41340	DISABILITY INSURANCE	\$ 142	\$ 100	\$ 100
101-41910-410-41510	WORKERS COMPENSATION INSURANCE	\$ 181	\$ 125	\$ 129
	PERSONNEL	\$ 32,530	\$ 20,738	\$ 21,402
101-41910-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41910-410-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-41910-410-42110	GENERAL SUPPLIES	\$ 104	\$ -	\$ -
	SUPPLIES	\$ 104	\$ -	\$ -
101-41910-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 28,098	\$ 16,500	\$ 15,000
101-41910-410-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-41910-410-43220	POSTAGE	\$ 416	\$ 250	\$ 450
101-41910-410-43610	INSURANCE & BONDS	\$ 439	\$ 400	\$ 425
101-41910-410-44330	DUES AND SUBSCRIPTIONS	\$ 40	\$ 150	\$ 150
	OTHER SERVICES & CHARGES	\$ 28,992	\$ 17,300	\$ 16,025
TOTAL EXPENDITURES		\$ 61,627	\$ 38,038	\$ 37,427

CITY OF LAUDERDALE
GENERAL GOVERNMENT BUILDINGS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41940-410-42110	GENERAL SUPPLIES	\$ 1,336	\$ 1,500	\$ 1,500
101-41940-410-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-41940-410-42410	MINOR EQUIPMENT & TOOLS SUPPLIES	\$ -	\$ -	\$ -
		<u>\$ 1,336</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>
101-41940-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
101-41940-410-43210	TELEPHONE & TELEGRAPH	\$ 2,002	\$ 2,400	\$ 2,300
101-41940-410-43250	OTHER COMMUNICATIONS (INTERNET)	\$ 5,789	\$ 6,000	\$ 6,000
101-41940-410-43610	INSURANCE & BONDS	\$ 7,188	\$ 4,000	\$ 6,500
101-41940-410-43810	ELECTRIC UTILITIES	\$ 4,001	\$ 5,000	\$ 4,400
101-41940-410-43820	WATER UTILITIES	\$ 1,284	\$ 600	\$ 900
101-41940-410-43830	GAS UTILITIES	\$ 2,933	\$ 3,000	\$ 3,000
101-41940-410-43840	REFUSE DISPOSAL	\$ 6,196	\$ 4,500	\$ 6,300
101-41940-410-43850	SEWER UTILITIES	\$ -	\$ -	\$ -
101-41940-410-44010	BUILDING MAINTENANCE	\$ 4,102	\$ 2,500	\$ 3,500
101-41940-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41940-410-44160	RENTS & LEASES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 33,494</u>	<u>\$ 28,000</u>	<u>\$ 32,900</u>
101-41940-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u><u>\$ 34,830</u></u>	<u><u>\$ 29,500</u></u>	<u><u>\$ 34,400</u></u>

CITY OF LAUDERDALE
PUBLIC SAFETY
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-42100-420-43100	DISPATCH	\$ 17,773	\$ 15,670	\$ 15,192
101-42100-420-43110	POLICE CONTRACT	\$ 692,768	\$ 713,141	\$ 747,071
101-42100-420-44370	MISCELLANEOUS CHARGES	\$ 187	\$ 200	\$ 200
101-42220-420-43120	FIRE CONTRACT	\$ 20,444	\$ 21,000	\$ 21,000
101-42220-420-43125	FIRE CALLS & INSPECTIONS	\$ 13,075	\$ 14,000	\$ 13,000
101-42200-420-44370	MISCELLANEOUS CHARGES	\$ -	\$ 300	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 744,247</u>	<u>\$ 764,311</u>	<u>\$ 796,463</u>
101-42220-420-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u><u>\$ 744,247</u></u>	<u><u>\$ 764,311</u></u>	<u><u>\$ 796,463</u></u>

CITY OF LAUDERDALE
 BUILDING INSPECTIONS
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-42400-420-41010	FULL TIME EMPLOYEES	\$ 18,534	\$ 32,517	\$ 33,828
101-42400-420-42010	OVERTIME	\$ 191	\$ -	\$ -
101-42400-420-41210	PERA	\$ 1,387	\$ 1,742	\$ 1,801
101-42400-420-41220	FICA	\$ 1,328	\$ 1,440	\$ 1,489
101-42400-420-41225	MEDICARE	\$ 311	\$ 337	\$ 348
101-42400-420-41250	DEFERRED COMPENSATION	\$ 1,953	\$ 1,900	\$ 2,448
101-42400-420-41310	HEALTH INSURANCE	\$ 465	\$ 2,408	\$ 2,000
101-42400-420-41320	DENTAL INSURANCE	\$ 93	\$ 200	\$ 200
101-42400-420-41330	LIFE INSURANCE	\$ 421	\$ 600	\$ 600
101-42400-420-41340	DISABILITY INSURANCE	\$ 55	\$ 100	\$ 200
101-42400-420-41510	WORKERS COMPENSATION INSURANCE	\$ 823	\$ 1,068	\$ 1,068
	PERSONNEL	\$ 25,561	\$ 42,312	\$ 43,982
101-42400-420-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-42400-420-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
101-42400-420-43090	EXPERT & PROFESSIONAL SERVICES	\$ 2,792	\$ 3,000	\$ 3,000
101-42400-420-43140	TRAINING & EDUCATION	\$ -	\$ 600	\$ 600
101-42400-420-43220	POSTAGE	\$ 300	\$ 250	\$ 300
101-42400-420-43310	TRAVEL EXPENSES	\$ -	\$ -	\$ -
101-42400-420-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
101-42400-420-43610	INSURANCE & BONDS	\$ 264	\$ 400	\$ 350
101-42400-420-44330	DUES & SUBSCRIPTIONS	\$ -	\$ 100	\$ 100
101-42400-420-44370	MISCELLANEOUS CHARGES	\$ 420	\$ 750	\$ 750
101-42400-420-44380	BUILDING PERMIT SURCHARGES	\$ 1,699	\$ 750	\$ 1,000
	OTHER SERVICES & CHARGES	\$ 5,476	\$ 5,850	\$ 6,100
TOTAL EXPENDITURES		\$ 31,037	\$ 48,162	\$ 50,082

CITY OF LAUDERDALE
PUBLIC WORKS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-43121-430-41010	FULL TIME EMPLOYEES	\$ 39,619	\$ 37,209	\$ 35,817
101-43121-430-41020	OVERTIME	\$ 922	\$ -	\$ -
101-43121-430-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ 6,000
101-43121-430-41210	PERA	\$ 2,778	\$ 2,603	\$ 3,136
101-43121-430-41220	FICA	\$ 2,854	\$ 2,307	\$ 2,593
101-43131-430-41225	MEDICARE	\$ 667	\$ 540	\$ 606
101-43121-430-41250	DEFERRED COMPENSATION	\$ 5,219	\$ 5,059	\$ 5,300
101-43121-430-41310	HEALTH INSURANCE	\$ 118	\$ -	\$ 125
101-43121-430-41320	DENTAL INSURANCE	\$ 107	\$ 100	\$ 125
101-43121-430-41330	LIFE INSURANCE	\$ 549	\$ 550	\$ 379
101-43121-430-41340	DISABILITY INSURANCE	\$ 175	\$ 150	\$ 200
101-43121-430-41510	WORKERS COMPENSATION INSURANCE	\$ 1,647	\$ 1,712	\$ 1,867
	PERSONNEL	\$ 54,656	\$ 50,230	\$ 56,148
101-43121-430-42110	GENERAL SUPPLIES	\$ 1,511	\$ 700	\$ 1,500
101-43121-430-42120	MOTOR FUELS	\$ 3,479	\$ 2,500	\$ 3,500
101-43121-430-42130	LUBRICANTS & ADDITIVES	\$ 56	\$ 150	\$ 100
101-43121-430-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-43121-430-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
101-43121-430-42210	VEHICLE/EQUIPMENT PARTS	\$ 132	\$ 500	\$ 500
101-43121-430-42220	TIRES	\$ -	\$ -	\$ -
101-43121-430-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
101-43121-430-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ 1,000	\$ 500
101-43121-430-42420	MINOR COMPUTER EQUIPMENT	\$ -	\$ -	\$ 750
	SUPPLIES	\$ 5,178	\$ 4,850	\$ 6,850
101-43121-430-43030	ENGINEERING	\$ 15,063	\$ 8,000	\$ 7,200
101-43121-430-43090	EXPERT & PROFESSIONAL SERVICES (SNOW)	\$ 28,044	\$ 12,000	\$ 17,000
101-43121-430-43095	TREE TRIMMING AND REMOVAL	\$ 8,250	\$ 14,000	\$ 9,000
101-43121-430-43140	TRAINING & EDUCATION	\$ 420	\$ 500	\$ 500
101-43121-430-43210	TELEPHONE & TELEGRAPH	\$ -	\$ -	\$ -
101-43121-430-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-43121-430-43610	INSURANCE & BONDS	\$ 1,161	\$ 2,000	\$ 1,400
101-43121-430-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-43121-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 6,675	\$ 2,000	\$ 2,000
101-43121-430-44160	RENTS & LEASES	\$ -	\$ -	\$ -
101-43121-430-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
101-43121-430-44390	TAXES & LICENSES	\$ 32	\$ 50	\$ 50
	OTHER SERVICES & CHARGES	\$ 59,645	\$ 38,550	\$ 37,150
101-43121-430-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 119,479	\$ 93,630	\$ 100,148

CITY OF LAUDERDALE
STREET LIGHTING
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-43160-430-43810	ELECTRIC UTILITIES	\$ 5,756	\$ 7,000	\$ 6,000
101-43160-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 5,756	\$ 7,000	\$ 6,000
TOTAL EXPENDITURES		<u>\$ 5,756</u>	<u>\$ 7,000</u>	<u>\$ 6,000</u>

CITY OF LAUDERDALE
PARKS & RECREATION
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-45200-450-41010	FULL TIME EMPLOYEES	\$ 51,774	\$ 57,766	\$ 50,419
101-45200-450-41020	OVERTIME	\$ 1,060	\$ -	\$ -
101-45200-450-41040	TEMPORARY EMPLOYEES	\$ 5,152	\$ 6,000	\$ 12,000
101-45200-450-41210	PERA	\$ 3,654	\$ 3,657	\$ 4,231
101-45200-450-41220	FICA	\$ 3,925	\$ 3,582	\$ 3,870
101-45200-450-41225	MEDICARE	\$ 918	\$ 838	\$ 905
101-45200-450-41250	DEFERRED COMPENSATION	\$ 5,233	\$ 4,314	\$ 5,600
101-45200-450-41310	HEALTH INSURANCE	\$ 2,626	\$ 4,000	\$ 3,009
101-45200-450-41320	DENTAL INSURANCE	\$ 176	\$ 175	\$ 200
101-45200-450-41330	LIFE INSURANCE	\$ 350	\$ 375	\$ 400
101-45200-450-41340	DISABILITY INSURANCE	\$ 292	\$ 250	\$ 325
101-45200-450-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-45200-450-41510	WORKERS COMPENSATION INSURANCE	\$ 1,473	\$ 1,565	\$ 1,542
	PERSONNEL	\$ 76,634	\$ 82,522	\$ 82,501
101-45200-450-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-45200-450-42110	GENERAL SUPPLIES	\$ 688	\$ 500	\$ 600
101-45200-450-42115	MEETINGS	\$ -	\$ -	\$ -
101-45200-450-42120	MOTOR FUELS	\$ -	\$ -	\$ -
101-45200-450-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-45200-450-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
101-45200-450-42220	TIRES	\$ -	\$ -	\$ -
101-45200-450-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 688	\$ 500	\$ 600
101-45200-450-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
101-45200-450-43130	COMMUNITY EVENTS	\$ 3,362	\$ 3,500	\$ 3,500
101-45200-450-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-45200-450-43210	TELEPHONE & TELEGRAPH	\$ 24	\$ -	\$ -
101-45200-450-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-45200-450-43610	INSURANCE & BONDS	\$ 786	\$ 800	\$ 800
101-45200-450-43810	ELECTRIC UTILITIES	\$ 503	\$ 700	\$ 600
101-45200-450-43820	WATER UTILITIES	\$ 570	\$ 500	\$ 500
101-45200-450-43830	GAS UTILITIES	\$ 602	\$ 600	\$ 700
101-45200-450-43840	REFUSE DISPOSAL	\$ -	\$ -	\$ -
101-45200-450-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44040	VEHICLE/EQUIPMENT MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44160	RENTS & LEASES (PORTABLE RESTROOM)	\$ 1,672	\$ 1,800	\$ 1,800
101-45200-450-44382	RECREATION PROGRAMS	\$ 2,317	\$ 1,900	\$ 2,500
	OTHER SERVICES & CHARGES	\$ 9,835	\$ 9,800	\$ 10,400
101-45200-450-45200	BUILDING & IMPROVEMENTS	\$ 950	\$ -	\$ -
	CAPITAL OUTLAY	\$ 950	\$ -	\$ -
TOTAL EXPENDITURES		\$ 88,107	\$ 92,822	\$ 93,501

CITY OF LAUDERDALE
ECONOMIC DEVELOPMENT
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-46500-462-43090	CONSULTING FEES	\$ 7,710	\$ 10,000	\$ 5,000
101-46500-462-44370	MISCELLANEOUS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 7,710	\$ 10,000	\$ 5,000
TOTAL EXPENDITURES		<u>\$ 7,710</u>	<u>\$ 10,000</u>	<u>\$ 5,000</u>

CITY OF LAUDERDALE
 MISCELLANEOUS UNALLOCATED EXPENDITURES
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-49200-410-48100	CONTINGENCY	\$ -	\$ 10,000	\$ 8,000
	OTHER SERVICES & CHARGES	\$ -	\$ 10,000	\$ 8,000
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 8,000</u>

CITY OF LAUDERDALE
OTHER FINANCING USES
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-49300-410-47200	TRANSFER OUT	\$ 38,000	\$ 38,000	\$ 38,000
	TRANSFERS	\$ 38,000	\$ 38,000	\$ 38,000
TOTAL EXPENDITURES		<u>\$ 38,000</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>

2020 PROPOSED LEVY IMPACTS ON LAUDERDALE HOMES

	City	City	City	City	City
	Total Levy	Fiscal Disparities	Net Local Levy	Tax Capacity	Tax Rate
2019-5.7%	\$810,104	\$139,873	\$670,231	\$2,309,612	29.02%
2020-5.5%	\$845,614	\$138,520	\$707,094	\$2,428,993	29.11%
Median Value 2017		\$184,350			
Median Value 2018		\$189,100			
Median Value 2019		\$206,300			
Median Value 2020		\$218,300			

	Taxable Value	x Tax %	x Tax Rate	= City Tax on \$126,000 Home	
2019-5.7%	\$100,100	1%	0.2902	Total Tax	\$290.48
2020-5.5%	\$100,100	1%	0.2911	Total Tax	\$291.40
				DIFFERENCE	\$0.91
					0.31%

	Taxable Value	x Tax %	x Tax Rate	= City Tax on Median Lauderdale Home	
2019-5.7%	\$187,627	1%	0.2902	Total Tax	\$544.48
2020-5.5%	\$200,707	1%	0.2911	Total Tax	\$584.27
				DIFFERENCE	\$39.79
					7.31%

	Taxable Value	x Tax %	x Tax Rate	= City Tax on \$300,000 Home	
2019-5.7%	\$289,760	1%	0.2902	Total Tax	\$840.86
2020-5.5%	\$289,760	1%	0.2911	Total Tax	\$843.51
				DIFFERENCE	\$2.65
					0.31%

Payable 2020

Fiscal Disparity Distribution Dollars By Taxing Authority (Ramsey County Portion Only)

Taxing Authority	Actual Pay 2019 FD Distribution \$'s	Actual Pay 2020 FD Distribution \$'s	Change From 2019	% Change From 2019
Ramsey County	\$49,555,107	\$51,934,898	\$2,379,791	4.8%
City or Town				
Arden Hills	311,064	333,462	22,398	7.2%
Blaine	0	0	0	0.0%
Falcon Heights	310,957	396,048	85,091	27.4%
Gem Lake	11,858	13,179	1,321	11.1%
Lauderdale	139,873	138,520	-1,353	-1.0%
Little Canada	425,156	458,287	33,131	7.8%
Maplewood	3,045,730	3,193,463	147,733	4.9%
Mounds View	1,023,871	1,040,947	17,076	1.7%
New Brighton	1,354,085	1,423,915	69,830	5.2%
North Oaks	32,097	36,720	4,623	14.4%
North St. Paul	1,138,566	1,221,634	83,068	7.3%
Roseville	1,761,572	1,823,106	61,534	3.5%
St. Anthony	368,831	377,921	9,090	2.5%
St. Paul	30,676,536	33,158,565	2,482,029	8.1%
Shoreview	1,108,392	1,143,065	34,673	3.1%
Spring Lake Park	20,265	18,222	-2,043	-10.1%
Vadnais Heights	416,937	451,143	34,206	8.2%
White Bear Lake	744,094	822,641	78,547	10.6%
Town of White Bear	279,294	303,886	24,592	8.8%
Total City & Town	43,169,178	46,354,724	3,185,546	7.4%

Estimated Percentage Change in 2020 Property Tax
On Median Value Single Family Properties (as of 07/15/19)
 Assuming a 4.75% increase in county levy, a 7.0% increase in Regional Rail and no change in other levies

City	School	Payable 2019		Payable 2020 City Median Estimated Value	% Change in Median Value	Estimated % Change in Tax on Median Valued Home					Estimated Change From 2019 Total Tax
		City Median Estimated Value	City Median Estimated Value			County	City	School	Other	Total	
Arden Hills	621	\$346,900	\$372,400	"	7.4%	6.3%	1.1%	0.7%	4.2%	3.3%	\$147
	623	"	"	"	"	6.3%	1.1%	1.6%	4.2%	3.4%	166
Falcon Heights	623	281,100	303,450	"	8.0%	7.2%	-2.8%	2.3%	4.8%	2.9%	120
	624	283,800	310,600	"	9.4%	8.9%	0.7%	3.4%	7.9%	4.8%	196
Lauderdale	623	206,300	218,300	"	5.8%	5.2%	0.3%	0.3%	2.9%	2.2%	61
Little Canada	623	255,800	277,800	"	8.6%	8.1%	3.2%	3.1%	6.1%	5.1%	179
	624	"	"	"	"	8.1%	3.2%	2.7%	6.1%	5.1%	170
Maplewood	622	222,500	245,400	"	10.3%	10.2%	5.6%	7.7%	8.3%	8.0%	258
	623	"	"	"	"	10.2%	5.6%	4.9%	8.3%	7.0%	236
Mounds View	624	"	"	"	"	10.2%	5.6%	4.5%	8.3%	6.9%	227
	621	219,100	241,000	"	10.0%	10.0%	0.4%	3.7%	7.8%	5.3%	157
New Brighton	282	264,500	280,650	"	6.1%	5.2%	-2.7%	6.6%	3.1%	3.8%	154
	621	"	"	"	"	5.2%	-2.7%	-0.4%	3.1%	1.3%	46
North Oaks	621	585,650	609,400	"	4.1%	3.1%	-1.0%	-2.3%	2.2%	0.6%	39
	624	"	"	"	"	3.1%	-1.0%	-1.8%	2.2%	0.7%	47
North St. Paul	622	185,200	214,300	"	15.7%	17.2%	3.6%	13.9%	12.8%	11.8%	320
	621	254,900	272,000	"	6.7%	5.9%	2.1%	0.2%	3.8%	3.0%	105
Roseville	623	"	"	"	"	5.9%	2.1%	1.1%	3.8%	3.1%	117
	282	289,950	308,550	"	6.4%	5.5%	N/A	N/A	N/A	N/A	N/A
St. Paul	625	186,200	199,800	"	7.3%	7.2%	0.4%	-2.6%	3.9%	1.5%	42
Shoreview	621	303,800	326,300	"	7.4%	6.5%	1.0%	0.8%	3.9%	3.2%	131
	623	"	"	"	"	6.5%	1.0%	1.7%	3.9%	3.4%	148
Spring Lake Park	621	215,750	243,700	"	13.0%	13.5%	N/A	N/A	N/A	N/A	N/A
Vadnais Heights	621	269,400	293,200	"	8.8%	8.2%	4.3%	2.3%	7.3%	5.4%	178
	624	"	"	"	"	8.2%	4.3%	2.8%	6.3%	5.4%	191
White Bear Lake	624	222,500	243,100	"	9.3%	9.0%	1.8%	3.4%	7.1%	5.7%	156
	624	265,900	287,000	"	7.9%	7.3%	0.8%	2.0%	5.3%	4.1%	139

Tax shifts due to market value changes

- Market values are increasing in the double digits for most apartment properties while residential, commercial and industrial increases are generally more moderate.
- Thomas/Dale, Dayton’s Bluff, Payne/Phalen, the West Side, Mounds View and Spring Lake Park are all areas with higher increases in residential market values.
- Properties in St. Paul increased slightly more in value than the suburbs which will shift some county taxes from the suburbs to St. Paul.

Tax Law Changes

None

LAUDERDALE STAFF GOALS

2019 - 2020



COMMUNITY ENGAGEMENT

- **Revamp city website**
- **New Resident's Guide**
- **Implementation of GARE goals and objectives**
- **Improve Skyview Park with Park Dedication Funds**

PUBLIC SAFETY

- **Contract for emergency manager**
- **Evaluate emergency fire services**
- **Work with St. Anthony PD on enhancing programs and services**

ADMINISTRATION

- **Shade, boulevard, and hazardous tree ordinances**
- **Continue to digitize city property files**
- **Public works succession planning**

PLANNING AND REDEVELOPMENT

- **Finalize Comprehensive Plan and HDR-C zoning ordinance**
- **Complete Zoning Ordinance Update**
- **Sale and redevelopment of 1795 Eustis St**
- **Luther Seminary redevelopment planning**
- **Draft Housing Improvement Plan**

ENVIRONMENTAL STEWARDSHIP

- **Seminary Pond Phosphorus Reduction Project**
- **Continue tackling invasive species in Nature Area**
- **Explore alternative forms of solid waste collection**
- **Cooperate with St. Paul on Como Avenue reconstruction**

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
Public Hearing _____
Discussion _____ X
Action _____ X
Resolution _____
Work Session _____

Meeting Date September 10, 2019

ITEM NUMBER CTV Service Agreement

STAFF INITIAL JB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

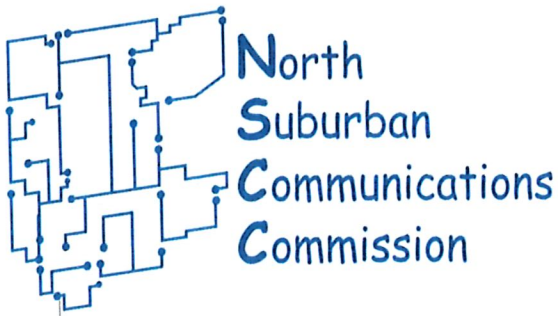
CTV's executive director has been updating service agreements and asking the member cities to take action on them. This agreement does a good job of clarifying the cost of the services we will receive from CTV and the cost of elective services.

The City has previously been paying for cable casting and web streaming. Those would continue. Additionally, the City would join the Neighborhood Network Service to get two production videos done in the upcoming year at the cost of \$1.00.

OPTIONS:

STAFF RECOMMENDATION:

Motion to enter into the North Suburban Access Corporation Professional and Technical Services Agreement as presented.



North Suburban Communications Commission • North Suburban Access Corporation
2670 Arthur Street • Roseville, MN 55113 • Phone: (NISC) 651-792-7500 (CTV) 651-792-7515 Fax: 651-792-7501 • www.CTVNorthSuburbs.org

September 4, 2019

Heather Butkowski, City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Dear Heather,

Thank you for Lauderdale's continued partnership with the North Suburban Communications Commission and Access Corporation (dba CTV North Suburbs). We truly value the Lauderdale community and want to continue to support the city through enhancing your communications.

Being cognizant of recent FCC legislation that could reduce the city's franchise fees, we are dedicated to bring a high quality product to the city while not increasing prices dramatically.

For 2020, the increase cost of services will be 3.125% across all services.

CTV's municipal production services are offered at \$33 per hour to the city. Lauderdale does not currently participate in this service. We are still extending a substantial first-time customer discount if the city would like it.

For cablecasting, Lauderdale requests 49 playbacks per week. The pricing structure for 2020 cablecast is \$1.17 per playback. For cities that participate in both webcasting and cablecasting, we provide a 50% discount for the cablecasting costs, which brings the playback rate down to \$0.58.

Lauderdale's webcasting cost is based on usage. We have a 3 tier system based on how many meetings are webcasted each month. Lauderdale is currently a Tier 1 user, which webcasts up to 4 regular meetings per month, with 4 floater meetings per year to be used at the city's discretion.

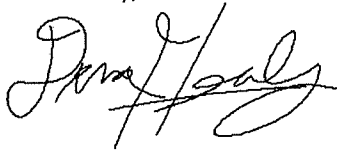
We are also offering social media coordination. In the past year, CTV North Suburbs has been sharing content about Lauderdale over the weekend on our Facebook page. Engagement of this content has grown. If you are interested in CTV North Suburbs to help coordinate your social media to encourage

engagement, the service starts at \$110 per week, with a substantial discount for first time customers. I'd be happy to meet with you to discuss more.

The Neighborhood Network program has been very popular with viewership and Lauderdale residents. We will continue to offer the program to each city for the rate of \$1 per year. A minor adjustment to this program, is that we are asking Lauderdale to submit the requested events to be covered for 2020 by October 31st, 2019.

Please let me know if you have any questions about the service agreement for 2020. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Dana Healy". The signature is fluid and cursive, with a large initial "D" and "H".

Dana Healy

Executive Director, CTV North Suburbs
2670 Arthur Street, Roseville, MN 55113
651-792-7512 | dhealy@ctvnorthsuburbs.org

North Suburban Access Corporation Professional and Technical Services Agreement

This contract is between the North Suburban Access Corporation, a Minnesota Municipal Corporation, (herein “the NSAC”) and the City of Lauderdale, Minnesota (herein “the City”).

Recitals

1. Under Minnesota law, the NSAC is empowered to provide such professional and technical services as are desired by the City.
2. The City desires to engage the NSAC for video webcasting services and archiving services (herein “the Services”).
3. The City represents that it is empowered to engage the NSAC.

Agreement

1. Term of Contract

- 1.1. **Duration.** This Agreement will become effective January 1, 2020 and will remain in effect for a period of one (1) year. At the expiration of the one (1) year period, the Agreement will automatically renew for another period of one (1) year, unless notice to terminate this Agreement is provided no less than ninety (90) days prior to the end of the current term. If this Agreement is terminated prior to the completion of a one (1) year period, the NSAC will be entitled to payment, determined on a *pro rata* basis, for Services satisfactorily performed.
- 1.2. **Survival of Terms.** The following clauses will remain in effect after the termination of the Agreement: Section 5. Liability, Section 6. Government Data Practices and Intellectual Property, Section 8. Governing Law, Jurisdiction, and Venue; and Section 9. Disclosure.

2. Services Provided

- 2.1. **Services.** The NSAC will provide the Services described in Schedule A (attached).
- 2.2. **Additional Services.** The City may also request additional services during the term of the Agreement (see Section 1.1. Duration). If accepted by the NSAC, Schedule A will be amended to include a description of the

additional services and according compensation. Unless otherwise specified, all terms of this Agreement will apply to any amendments to Schedule A.

- 2.3. **Standard of Care.** To the extent any property, such as camera or computer equipment, is loaned by the NSAC to the City, the City will exhibit a standard of care consistent with Minnesota law.
- 2.4. **City Assistance.** Depending on the nature of the Services, the NSAC may from time to time require access to public and private lands or property. To the extent the City is legally and reasonably able, the City will provide access to and make provisions to enable the NSAC or its agents or employees to enter upon public and private land and property as required for the NSAC to perform the Services.

The City will furnish the NSAC with a copy of any special standards or criteria promulgated by the City relating to the Services, including, but not limited to, design and construction standards, that is necessary for the NSAC to prepare for its performance of the Services.

3. Payment

- 3.1. **Compensation.** The City will pay for all Services to be performed by the Contractor as specified in Schedule A (attached).
- 3.2. **Fee Adjustment.** The NSAC reserves the right to annually adjust the fees associated with the Services specified in Schedule A. Such adjustments, if any, will be enacted on January 1 of a given year. Prior to enacting any fee adjustments, the NSAC must provide written notice of such to the City at least thirty (30) calendar days prior to the effective date of the fee adjustment.
- 3.3. **Invoices.** The City must promptly pay the NSAC after the NSAC presents an invoice for those Services that have been actually performed. The NSAC must timely submit invoices.
- 3.4. **Event Cancellation.** The City agrees to pay 70% of the expected event amount for any cancellation unless sufficient prior notice is provided. "Prior Notice" is defined as at least 10 business days (including the day of the event) before the scheduled event.

4. Assignment, Amendments, Waiver, and Completeness

- 4.1. **Assignment.** The City may not assign, license, or transfer any rights or obligation under this Agreement without prior written consent of the NSAC and a fully executed Assignment Agreement, executed and

approved by the same parties who executed and approved this Agreement, or their successors in office.

- 4.2. **Amendments.** Any amendments to this contract must be made in writing and will not be effective until executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 4.3. **Waiver.** If the NSAC fails to enforce in a timely manner any provision of this Agreement, that failure does not waive the provision or the NSAC's right to enforce the provision.
- 4.4. **Completeness.** This Agreement contains all negotiations and agreements between the NSAC and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

5. Liability

The City must indemnify and hold harmless the NSAC, its agents, and its employees from any claims or causes of action, including attorney's fees incurred by the NSAC arising from performance of this Agreement by the City, its agents, or its employees. The clause must not be construed to preempt any legal remedies the NSAC may have for the City's failure to fulfill its obligations under this Agreement.

6. Government Data Practices and Intellectual Property

- 6.1. **Government Data Practices.** To the extent applicable, the City and NSAC must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this Clause by either the City or the NSAC.

Each Party shall notify the other of any Data Practices Act request for video recordings created pursuant to this Agreement. All requests for the release or sale of video recordings created pursuant to this Agreement shall be directed to and fulfilled by the NSAC.

7. Endorsement

The City must not claim that the NSAC endorses its products or services.

8. Governing Law, Jurisdiction, and Venue

Minnesota Law governs this Agreement. Venue for all legal proceedings arising from this Agreement shall be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

9. Disclosure

The City consents to disclosure of its social security number, federal employer tax identification number, and Minnesota tax identification number, to the Commission as is necessary for compliance with Minnesota and other applicable law.

10. Severability

If any section or clause of this Agreement is held to be invalid or unenforceable, then the meaning of that section or clause shall be construed so as to render it enforceable to the extent feasible. If no feasible interpretation would save the section or clause, it shall be severed from this Agreement with respect to the matter in question, and the remainder of the Agreement shall remain in full force and effect. However, in the event that such a section or clause is essential or substantially alters the Agreement, the Parties shall negotiate a replacement section or clause that will achieve the intent of such unenforceable section or clause to the extent permitted by law.

11. Employment

Employees of the NSAC performing work pursuant to this Agreement shall remain at all times employees only of the NSAC. The NSAC will be responsible for worker's compensation, salary, and training.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Dated: _____

North Suburban Access Corporation

By: _____

Its: _____

Attest

By: _____

Its: _____

Lauderdale, City Administrator

Dated: _____

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Schedule A. Services (Lauderdale).

Service	Quote	Agreed
<p><u>Municipal Production Services:</u> The NSAC agrees to provide the following:</p> <ul style="list-style-type: none"> • Provide a municipal producer to record and broadcast LIVE City Council meetings, not to exceed 36 hours per year. • Additional services related to municipal production services will be billed at a flat rate of \$40 per hour; • Provide the timing of the discussion of agenda items for web links; • Equipment and meeting room preparation; and <p>The City agrees to provide the following:</p> <ul style="list-style-type: none"> • Provide a weekly schedule of live and/or recorded events of shows at least one week in advance of first event/show on the schedule. • Provide the NSAC with the name and telephone number and email address of an emergency contact who can answer questions about the cablecast and/or encoding of live events. 	<p>\$1,188 per year</p> <p>Offering a 40% discount for 2020 to make the rate <u>\$713</u></p>	<p>-</p>
<p><u>Cablecasting Services:</u> The NSAC agrees to provide the following:</p> <ul style="list-style-type: none"> • Live broadcasting of City Council meetings and applicable Advisory Commission meetings on appropriate channels; • Schedule the City channel with up to 4 premiers of programming, and 45 reruns of programming per week, totaling 49 playbacks per week; <p>The City agrees to provide the following:</p> <ul style="list-style-type: none"> • Monthly schedule of cablecast playbacks. 	<p>\$1,477 per year</p>	<p>\$1,477 per year</p>
<p><u>Carousel:</u></p> <ul style="list-style-type: none"> • Coordination of 1 Carousel per month at \$5 per Carousel, per month. This does not include labor to manage the Carousel. 	<p>\$60 per year</p>	<p>-</p>
<p><u>Web streaming Services:</u> The NSAC agrees to provide the following:</p>	<p>\$1,869 per year</p>	<p>\$1,869 per year</p>

Schedule A. Services (Lauderdale).

<ul style="list-style-type: none"> • Live web streaming of City Council meetings and Planning Commission meetings, no more than 2 regular programs per month, with 4 floating meetings per year to use at the City's discretion; • Encoded meetings and the accompanying agendas posted within 24 hours on the NSAC's website; • Post links between agenda items and their video discussion; • Storage of recorded videos for up to 6 months; <p>The City agrees to provide the following:</p> <ul style="list-style-type: none"> • Provide the NSAC with monthly schedule of all live meetings to be streamed and/or encoded for posting on the NSAC's website; • Notify the NSAC as soon as possible of the cancellation of a live event, including city meetings, which is scheduled for playback, of any change in the day or beginning time of any live event, including city meeting, or of any additions of special meeting to the schedule; • Provide the NSAC with the name and telephone number for a main contact of the cablecast. • Chapter marking information on the agenda will be provided by the City for meetings not utilizing the NSAC's municipal producers. 		
<p><u>Social Media Coordination - Lite:</u> The NSAC agrees to provide the following:</p> <ul style="list-style-type: none"> • 3 Custom-made posts per week. • A content execution calendar with up to 12 planned posts per month, with creative content. • Quarterly analytics <p>The City agrees to provide the following: A monthly newsletter and items of upcoming interest.</p>	<p>\$5,720 per year (40% discount for new customer - \$3,432)</p>	<p>-</p>
<p><u>Consultation:</u> The NSAC agrees to provide the following:</p> <ul style="list-style-type: none"> • Audio/Visual equipment maintenance related to municipal meeting coverage and delivery; and • Audio/Video equipment planning, and/or installation. 	<p>\$80 per hour. Proposal for projects will need a contract</p>	<p>-</p>
<p><u>Neighborhood Network Services:</u> The NSAC agrees to provide the following:</p> <ul style="list-style-type: none"> • Produce at least 2 productions a year for the City, at the discretion of the NSAC; • Cablecast, web stream, and distribute via link to the City the final product; 	<p>Introductory rate of \$1 per year</p>	<p>\$1</p>

Schedule A. Services (Lauderdale).

<ul style="list-style-type: none"> Storage of recorded videos for up to 6 months. <p>The City agrees to provide the following:</p> <ul style="list-style-type: none"> Submit to the NSAC monthly production requests. 		
Total		\$3,347 per year

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
Public Hearing _____
Discussion _____
Action _____
Resolution _____
Work Session _____ X

Meeting Date September 10, 2019

ITEM NUMBER GARE Work Session

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In early June, the Council began the GARE (Government Alliance on Race and Equity) training in partnership with the League of Minnesota Cities. Lauderdale is the League's pilot program for determining how to make the training possible for small cities with resource limitations. The first meeting provided Council and staff with background information to understand the roots of institutional racism.

The Council devoted their last meeting to brainstorming strategies to achieve more racially equitable outcomes in Lauderdale.

The purpose of this meeting is to review, edit, and add to staff's notes from the meeting as well as plan for the event the Council would like to host this fall in the apartments south of Larpenteur Avenue.

OPTIONS:

STAFF RECOMMENDATION:

Notes from August 27, 2019 GARE Training at Lauderdale City Hall

In attendance:

Councilors: Roxanne Grove, Jeff Dains, Andi Moffatt, and Mayor Mary Gaasch.

Councilor absent: Kelly Dolphin.

Staff: Heather Butkowski, Jim Bownik, and Miles Cline.

League Staff: Alicia Thoj, Kevin Frazell, and Rachel Walker

Purpose of Meeting: Brainstorm Ideas About How These May Apply to Our Community

1. Think about the history of race in your community; or what history you might need to research
2. Define broadly what you would like racial equity to look like in your community
3. Join colleagues in identifying the possible issues that might need to be addressed to achieve more racially equitable outcomes in your community
4. Think about community engagement and reaching out to stakeholders – who needs to be at the table? How do we persuade them to participate?

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1. Think about the history of race in your community; or what history you might need to research
 - a. Look into research being done in Ramsey County to identify if redlining existed in Lauderdale and whether covenants exist on deeds.
 - b. Use the information found to create a narrative to share with residents to engage them in thinking about race issues in Lauderdale.
 - c. Provide residents with information about how to do this research and remove unwanted language from deeds.
 2. Define broadly what you would like racial equity to look like in your community
 - a. Community Park during the summer looks like equity and inclusion without any efforts or programming by the City. Can we determine why this is and use what we learn to create equity and inclusion in other parts of the City.
 - b. Some residents say they want equity and inclusion, but only as long as it doesn't disturb the status quo.
 - c. City is in the process of adding affordable housing with the proposed senior housing facility; diversity includes housing diversity.
 3. Join colleagues in identifying the possible issues that might need to be addressed to achieve more racially equitable outcomes in your community
 - a. Not all Lauderdale residents identify as living in Lauderdale.
 - b. Lack of a downtown area or congregating space as a community.
 - c. Many of the residents in the apartments (south of Larpenteur) are students who are here for limited time.

- d. Many of the residents in the apartments (south of Larpenteur) are foreign students who are here for limited time and have other challenges to living in a new country.
 - e. Students attend school in another city so we lack synergy with the school district.
4. Think about community engagement and reaching out to stakeholders – who needs to be at the table? How do we persuade them to participate?
- a. City Council (recognizes the limitations of a homogenous council body)
 - b. Peace Lutheran Church
 - c. Community Leaders / Block Captains / Power Leaders
 - d. Police and Fire Department
 - e. Gather ideas from others like Do Good Roseville
 - f. League of Minnesota Cities (including translation services)
 - g. Rental Property Owners / Apartment Managers
 - h. High School Students or those in Need of Volunteer Hours
 - i. St. Anthony Park Area Seniors

Next Steps

1. Find ways to include the residents south of Larpenteur Avenue:
 - a. Pop up events in the area
 - b. Host a council meeting in one of the apartment social rooms
 - c. Have the council visit each individual apartment complex to meet with residents. Be a resource in answering immediate questions they have about the area. Update and bring along abbreviated “Residents’ Guide” for renters that was created a number of years back.
 - d. Utilize surveys at these events to gather more feedback
 - e. Provide more information about elections and voting at city hall

2. Ways to engage broader community:
 - a. Through Comp Plan / zoning rewrite process
 - b. Community Events
 - c. Creation of inclusive park (opportunity through Luther Seminary redevelopment)
 - d. Have a showing of the equity video
 - e. Have St. Anthony PD talk about their work
 - f. Host race equity educational events
 - g. Offer activity community members an opportunity to lead / take ownership of launching projects in the city