

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, NOVEMBER 12, 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 October 22, 2019 City Council Meeting
 - c. Claims Totaling \$106,786.18
- 4. CONSENT**
 - a. Third Quarter Investment Report
 - b. 2019 Infrastructure Improvement Project Pay Request No. 6
- 5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
- 6. INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. 2019 Infrastructure Improvement Project
 - b. 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. Special Assessment Public Hearing – Resolution No. 111219A
- 8. DISCUSSION / ACTION ITEM**
 - a. Adoption of the 2040 Comprehensive Plan Update – Resolution No. 111219B
 - b. 2020 Fund Budgets and Capital Improvement Plan
- 9. ITEMS REMOVED FROM THE CONSENT AGENDA**
- 10. ADDITIONAL ITEMS**
- 11. SET AGENDA FOR NEXT MEETING**
 - a. Truth-in-Taxation Public Hearing
 - b. Public Hearing on High Density Residential - Conservation Zoning Ordinance
 - c. Concept Plan by Master Properties for the Development of Land Owned by Luther Seminary

- d. Review of Long-Term Financial Plan with AEM Financial – December 10

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. Presentation by St. Paul Fire Chief Butch Inks
- c. Halloween Party v. Elections in 2020
- d. Community Development Update

13. ADJOURNMENT

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

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October 22, 2019

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:32 p.m.

Roll Call

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

Councilors absent: Kelly Dolphin and Andi Moffatt.

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 October 8, 2019 city council meeting. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the minutes of the October 8, 2019 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the claims totaling \$61,368.84. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Grove to approve the Consent Agenda thereby approving Resolution No. 102219A Designating Polling Places for the 2020 Presidential Primary, State Primary, and State General Election; Resolution No. 102219B Authorizing Application for and Execution of the Municipal Infiltration and Inflow Grant; and Resolution 102219C Applying for SCORE Grant Funding, and acknowledging the September Financial Report.

Informational Presentations/Reports

A. Metropolitan Council Representative Peter Lindstrom

Representative Lindstrom provided updates on goals and initiatives of the Metropolitan Council.

B. 2019 Infrastructure Improvement Project

Administrator Butkowski provided an overview of progress on the project.

C. Halloween Party Planning

Assistant to the City Administrator Bownik provided an update on the annual Halloween party. He stated that volunteers are needed as well as candy and monetary donations.

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October 22, 2019

D. City Council Updates

Councilor Grove shared that she and Mayor Gaasch will be attending a Ramsey County League of Local Governments meeting on October 24 in association with Scott County. Mayor Gaasch stated that Metro Cities has a regional meeting upcoming on November 14 and that she attended a Regional Council of Mayors meeting on the topic of affordable housing.

Discussion/Action Items

A. Resolution Calling for Hearing on Proposed Assessment for the 2019 Infrastructure Improvement Project – Resolution No. 102219D

Butkowski explained that the city attorney prepared the necessary documents to complete the special assessment process now that construction is winding down. For this meeting, the City Council must approve the resolution calling for a public hearing on the proposed special on November 12. After this meeting, staff will send notice to affected property owners of their proposed special assessment amount with information about the special assessment hearing.

Councilor Grove made a motion to adopt Resolution No. 102219D — A Resolution Calling for Hearing on Proposed Assessment. This was seconded by Councilor Dains and carried unanimously.

B. Consideration of Nuisance Abatement at 1937 Pleasant Street

For some time, the City Council and staff have received messages from residents concerned about the tarps in the yard at 1937 Pleasant Street. The concerns have been varied including that they are a breeding ground for mosquitos; house rodents; and are aesthetically unappealing as images show that some have been there as early as 2011. In discussing the matter with the City's legal counsel, they advised that the City Council can abate the nuisance as a violation of Title 4, Chapter 6: Public Nuisance based on the volume of complaints and the time these tarps have been there. The owner of the property received notice in regards to this meeting. Additionally, neighbors around the property were notified of the hearing on the matter. If the Council determines that a nuisance exists, it can direct staff to abate the nuisance by removing and disposing of the tarps.

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

Hugh Currie, 1943 Pleasant Street, stated that the tarps at 1937 Pleasant Street were a problem but not his only concern. He was worried there may be diseased ash trees in the backyard as well.

Ruth Knutson, 1929 Pleasant Street, stated that the tarps have mosquitos swarming around them after each rainfall for going on for five years. She recently saw rats living running around on the tarps. She continued to say that the tarps are an eyesore and that people passing by take pictures of them. She said the tarps have been present for at least five years.

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MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

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

Councilor Dains said he was approached by other neighbors with complaints about the yard at 1937 Pleasant Street and felt something should be done. Mayor Gaasch noted that staff and neighbors have offered to help the owner but the assistance has been declined and for that reason expressed her support for abatement. Staff will mail notice of the date that the abatement would happen if not addressed by the owner of the property.

Councilor Grove made a motion for City staff to complete the abatement process at 1937 Pleasant Street. This was seconded by Councilor Dains and carried unanimously.

Set Agenda for Next Meeting

Administrator Butkowski stated that the November 12 council meeting may include a special assessment hearing, the third quarter investment report, a presentation from St. Paul Fire Chief Butch Inks, and a Metropolitan Council resolution for the 2040 comprehensive plan.

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

B. 2020 Fund Budgets

Administrator Butkowski went through the preliminary fund budgets and capital improvement plan for 2020 with the Council.

C. Community Development Updates

Butkowski stated she attended multiple meetings with the developers of Luther Seminary. The focus of those meeting was access to the site through the City of St. Paul.

Adjournment

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 8:41 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

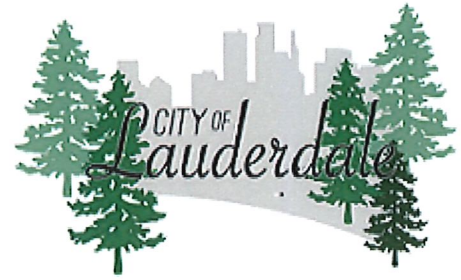
To: Mayor and City Council
From: City Administrator
Meeting Date: November 12, 2019
Subject: List of Claims

The claims totaling \$106,786.18 are provided for City Council review and approval that includes check numbers 26651 to 26675.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
 Printed: 11/7/2019 1:34 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	11/01/2019	
		PR Batch 52200.11.2019 PERA Coordinated	PR Batch 52200.11.2019 PER	985.07
		PR Batch 52200.11.2019 PERA Coordinated	PR Batch 52200.11.2019 PER	1,136.60
Total for this ACH Check for Vendor 43:				2,121.67
ACH	44	Minnesota Department of Revenue	11/01/2019	
		PR Batch 52200.11.2019 State Income Tax	PR Batch 52200.11.2019 Stat	621.19
Total for this ACH Check for Vendor 44:				621.19
ACH	45	ICMA Retirement Corporation	11/01/2019	
		PR Batch 52200.11.2019 Deferred Comp	PR Batch 52200.11.2019 Def	1,008.18
		PR Batch 52200.11.2019 Deferred Comp	PR Batch 52200.11.2019 Def	1,638.63
Total for this ACH Check for Vendor 45:				2,646.81
ACH	46	Internal Revenue Service	11/01/2019	
		PR Batch 52200.11.2019 Federal Income Tax	PR Batch 52200.11.2019 Fed	1,444.38
		PR Batch 52200.11.2019 Medicare Employer Po	PR Batch 52200.11.2019 Med	238.35
		PR Batch 52200.11.2019 FICA Employer Portio	PR Batch 52200.11.2019 FIC	1,019.19
		PR Batch 52200.11.2019 FICA Employee Portio	PR Batch 52200.11.2019 FIC	1,019.19
		PR Batch 52200.11.2019 Medicare Employee Pc	PR Batch 52200.11.2019 Med	238.35
Total for this ACH Check for Vendor 46:				3,959.46
Total for 11/1/2019:				9,349.13
26651	65 16437960	Allstream Inc. Fax Line	11/12/2019	
				54.99
Total for Check Number 26651:				54.99
26652	239 909041	American Engineering Testing Inc 2019 Construction and Materials Testing	11/12/2019	
				1,030.85
Total for Check Number 26652:				1,030.85
26653	217 087-102019C	Association for Nonsmokers-Minnesota North Suburban Tobacco Compliance Project	11/12/2019	
				114.00
Total for Check Number 26653:				114.00
26654	33 112019 112019 112019 112019	City of Falcon Heights Missing Truck Fees - Fire Calls September Fire Calls 2019 Fire Inspections August Fire Calls	11/12/2019	
				2,724.65
				1,601.89
				1,140.00
				3,661.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 26654:	9,128.00
26655	36 0227057 0227091 0227119 0227138 0227180	City of Roseville Wi-Fi Cost Recovery Adobe Licensing Virtual Server/Storage November IT Services November Phone Services	11/12/2019	93.00 102.00 901.00 1,096.00 83.00
			Total for Check Number 26655:	2,275.00
26656	29 3862	City of St Anthony November Police Services	11/12/2019	59,433.67
			Total for Check Number 26656:	59,433.67
26657	25 PRRRV-001261	County of Ramsey 2018 TIF Admin Costs	11/12/2019	538.88
			Total for Check Number 26657:	538.88
26658	164 3514565	Dalco Enterprises Inc Paper Towels	11/12/2019	130.66
			Total for Check Number 26658:	130.66
26659	61 9100527	Gopher State One Call October 2019 Locates	11/12/2019	71.55
			Total for Check Number 26659:	71.55
26660	82 112019	Home Depot Garage & Warming House Supplies	11/12/2019	76.07
			Total for Check Number 26660:	76.07
26661	134 0094	Katrina Joseph October Legal Services	11/12/2019	925.00
			Total for Check Number 26661:	925.00
26662	31 150813	Kennedy & Graven Chartered September Legal Services	11/12/2019	756.50
			Total for Check Number 26662:	756.50
26663	24 0001102521	Metropolitan Council December Waste Water	11/12/2019	13,409.80
			Total for Check Number 26663:	13,409.80
26664	140 112019	Minnesota Department of Agriculture 2020 Tree Care Registry	11/12/2019	25.00
			Total for Check Number 26664:	25.00
26665	84 112019 112019 112019 112019 112019	North Star Bank Cardmember Services USPS - Certified Letter Home Depot - Grass Seed Amazon - Halloween Supplies Amazon - Halloween Supplies USPS - Certified Letter	11/12/2019	6.85 92.29 48.30 49.97 6.85

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	112019	Amazon - Halloween Supplies		160.98
	112019	EMR - Motor Repair		251.30
	112019	Home Depot - Grass Seed Return		-92.29
	112019	Cub Foods - Halloween Food		48.95
	112019	Costco - Halloween Food		307.34
	112019	Home Depot - Halloween Supplies		199.11
	112019	Costco - Halloween Food		176.18
	112019	Costco - Halloween Supplies		2.39
Total for Check Number 26665:				1,258.22
26666	47	Public Employees Insurance Program	11/12/2019	
		PR Batch 52200.11.2019 Dental	PR Batch 52200.11.2019 Den	116.10
		PR Batch 52200.11.2019 Health Insurance	PR Batch 52200.11.2019 Heal	2,095.98
Total for Check Number 26666:				2,212.08
26667	80	Sam's Club	11/12/2019	
	112019	Motor Oil		64.44
Total for Check Number 26667:				64.44
26668	155	Seven Corners Printing	11/12/2019	
	53457	4Q2019 Newsletter		688.00
Total for Check Number 26668:				688.00
26669	81	St Paul Regional Water Service	11/12/2019	
	112019	1891 Walnut St		71.87
	112019	1915 Walnut St		19.59
	112019	1885 Fulham St		49.75
Total for Check Number 26669:				141.21
26670	4	The Neighborhood Recycling Company Inc	11/12/2019	
	18667	October Multi-Family Recycling Unit		389.85
	18667	October Single Unit Dwelling		2,808.05
Total for Check Number 26670:				3,197.90
26671	40	Truck Utilities Inc	11/12/2019	
	5343874	Plow Supplies		67.66
Total for Check Number 26671:				67.66
26672	110	University of Minnesota	11/12/2019	
	112019	2020 Building Official Training - DH		675.00
Total for Check Number 26672:				675.00
26673	3	US National Equipment Finance Inc	11/12/2019	
	398351700	Copier Contract		176.00
Total for Check Number 26673:				176.00
26674	7	Waste Management Inc	11/12/2019	
	8403209-0500-2	November Public Works		471.83
Total for Check Number 26674:				471.83
26675	74	Xcel Energy	11/12/2019	
	655759854	Larpenteur Bridge Lights		36.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	655819178	2430 Larpenteur Avenue W		21.31
	656251138	1795 Eustis Street		52.06
	656251138	1891 Walnut Street		180.36
	656251138	1891 Walnut Street		29.84
	656252773	1917 Walnut Street		36.39
	656252773	1885 Fulham Street		12.93
	656252773	1885 Fulham Street		25.00
	656252773	1917 Walnut Street		25.00
	659573759	Larpenteur Bridge Lights		31.31
	659611450	2430 Larpenteur Avenue W		15.76
	659902108	Larpenteur Avenue		48.15
Total for Check Number 26675:				514.74
Total for 11/12/2019:				97,437.05
Report Total (29 checks):				106,786.18

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date November 12, 2019

ITEM NUMBER 3Q19 Investment Report

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is the Third Quarter Investment Report.

OPTIONS:

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council acknowledges the investment report for July — September 2019.

COUNCIL ACTION:

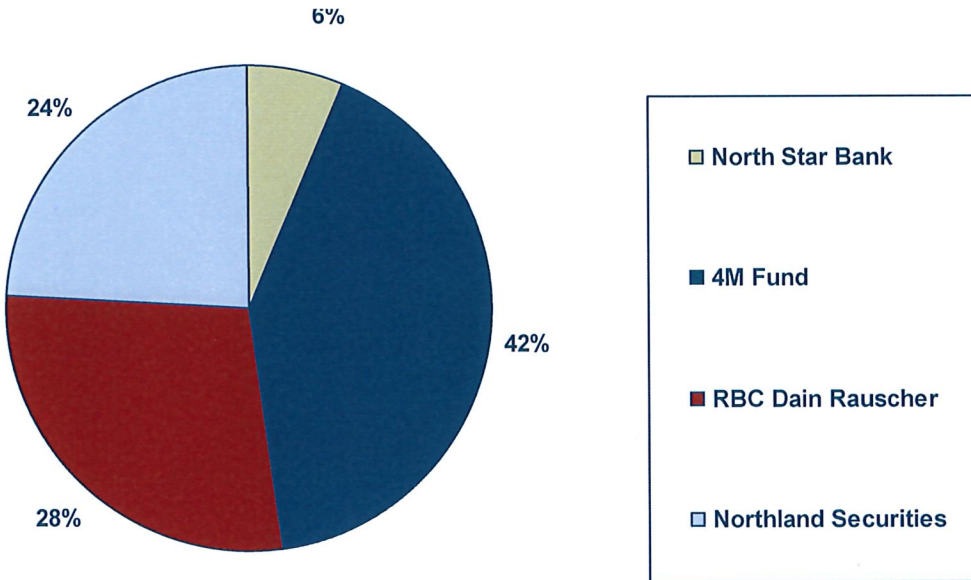


**Third Quarter 2019
Investment Report**

INVESTMENTS

As of September 30, 2019, the City had the following amounts with official depositories:

North Star Bank	\$ 247,863
4M Fund	1,624,807
RBC Dain Rauscher	1,100,636
Northland Securities	907,376
TOTAL	\$ 3,880,682



DEPOSITORIES AND INVESTMENT TYPES

North Star Bank	
Checking Account	\$ 247,863
4M Fund	
Joint Powers Investment	\$ 1,624,807
RBC Dain Rauscher	
Money Market Account	\$ 100,636
Certificates of Deposit	\$ 1,000,000 (8)
Northland Securities	
Money Market Account	\$ 207,376
Certificates of Deposit	\$ 700,000 (7)

The City's Investment Policy sets some perimeters for investments, such as no more than 60% of the investment portfolio, or \$2,000,000 (whichever is less) shall be invested with any one investment company. No investments shall be made with a term over ten years unless with prior approval from the City Council.

INVESTMENT TERM

Liquid assets are money market accounts.

1-5 Years are made up of certificate of deposit and US Government Instrumentality Securities.

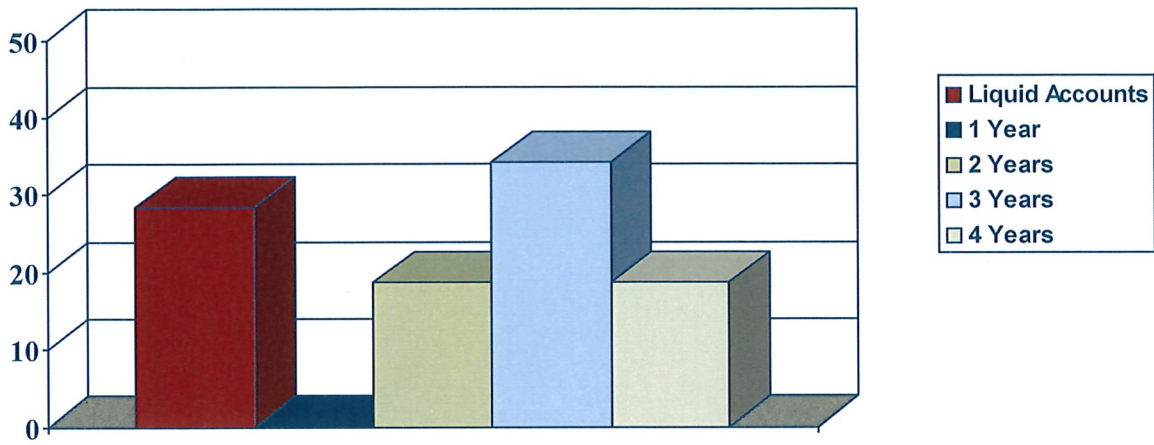
6-10 Years are US Government Instrumentality Securities.

11-15 Years are US Government Instrumentality Securities.

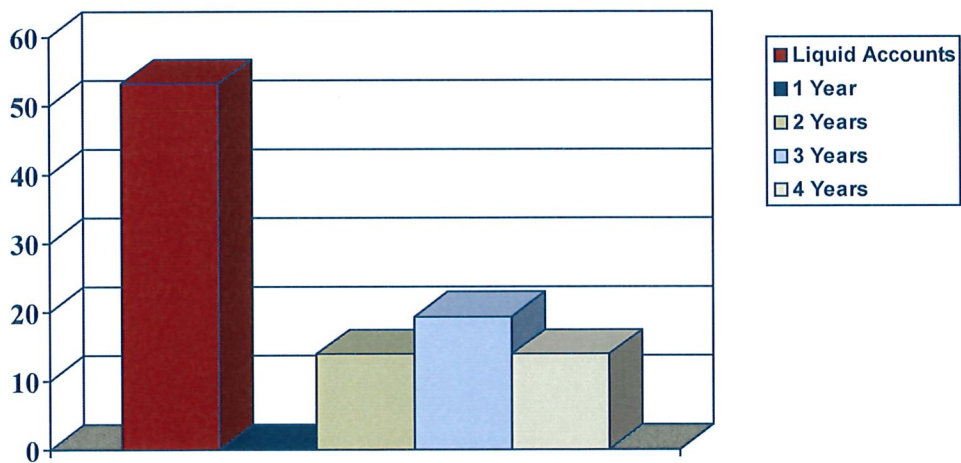
15+ Years are US Government Instrumentality Securities and bonds.

US Government Instrumentality Securities are financial intermediaries established by the federal government to fund loans to certain groups of borrowers, such as homeowners, farmers and students. Most active issuers are Federal Home Loan Bank, Federal National Mortgage Association (Fannie Mae) and Tennessee Valley Authority. Maturities range from three months to 30 years with fixed interest rates.

2018 Investment Portfolio

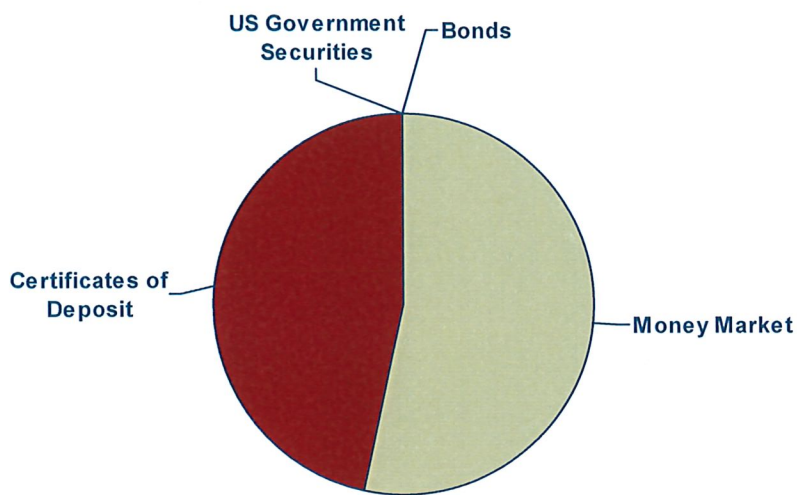


Third Quarter 2019 Investment Portfolio



INVESTMENT TYPES

Money Market	\$ 1,932,818
Bonds	0
Certificates of Deposit	1,700,000
US Government Securities	0



Investment Schedule

<i>Maturity Date</i>	<i>Type</i>	<i>Interest Rate</i>	<i>Investment Broker</i>	<i>Amount</i>	<i>Bank</i>
5/30/2022	CD	3.00%	RBC	\$100,000	JP Morgan Chase
11/23/2021	CD	3.25%	RBC	\$100,000	Citibank NA
11/21/2021	CD	3.25%	Northland	\$100,000	USB
6/22/2021	CD	3.00%	Northland	\$100,000	Synchrony
3/29/2021	CD	2.95%	RBC	\$100,000	Townebank
1/4/2021	CD	2.00%	Northland	\$100,000	Medallion Bank
9/28/2020	CD	1.95%	Northland	\$100,000	Barclay Bank
9/28/2020	CD	2.00%	RBC	\$100,000	Webbank
5/28/2020	CD	2.85%	Northland	\$100,000	Compass
3/27/2020	CD	1.85%	Northland	\$100,000	Landmark Bank
12/30/2019	CD	1.70%	RBC	\$100,000	Wells Fargo
12/23/2019	CD	2.50%	Northland	\$100,000	Morgan Stanley Bank
10/28/2019	CD	2.00%	RBC	\$200,000	Capital One Glen Allen
10/28/2019	CD	2.00%	RBC	\$200,000	Capital One McLean
9/30/2019	CD	1.70%	RBC	\$100,000	Ally Bank
9/27/2019	CD	1.70%	Northland	\$100,000	Discover
9/23/2019	CD	2.45%	RBC	\$100,000	Ben Franklin Bank
8/28/2019	CD	2.35%	Northland	\$100,000	Planters Bank

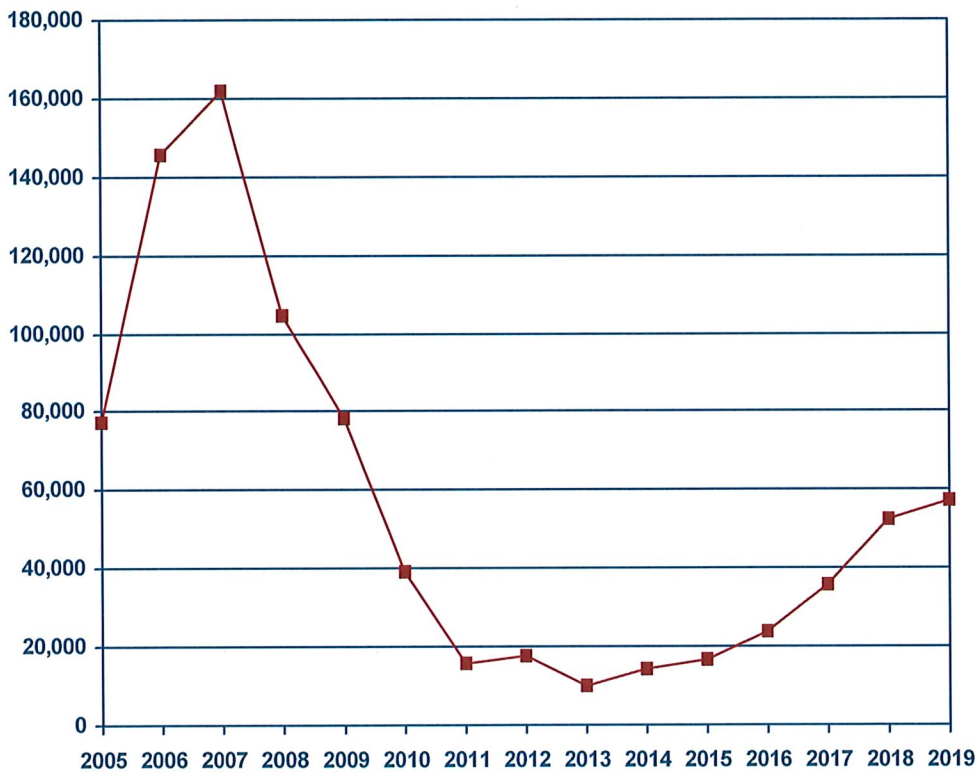
\$2,000,000

There were four maturities in the third quarter of 2019 which are highlighted in red. Due to the need for liquid assets through the street reconstruction project, the city is holding more funds than usual in the 4M Fund. Staff purchased a couple of new investments in early October that will be noted in the next report.

INTEREST EARNINGS

The following chart shows the interest earnings since 2005 with 2007 being our best year with earnings of \$161,884. Recently, short term interest rates made significant jumps forward while long term rates have stayed flat.

Investment interest through 2018 totaled \$52,360.75. Investment interest earned through the third quarter of 2019 totaled \$57,219.83. Interest returns will run high in 2019 due to the additional funds for the street project being invested before being paid out.



2019 City of Lauderdale Investments

	FDIC	CUSIP	% Rate	Approx, Holding in Days	Maturity Date	Purch Date	Balance 12/31/2018	Purchases	Sales	Transfers in
Morgan Stanley										
Inst Gov't Money Market							4,139.53	-	-	144.38
CD Synchrony		87164YWY6	3.000	1095	6/22/2021	6/22/2018	100,000.00	-	-	-
CD Barclays Bank (March / Sept)		06740KKX4	1.950	1095	9/28/2020	9/27/2017	100,000.00	-	-	-
CD Wells Fargo (monthly)		0 949763DT0	1.700	1095	12/30/2019	12/30/2016	100,000.00	-	144.38	-
CD Ally Bank (March/Sept)	57803	02006L5P4	1.700	732	9/30/2019	9/28/2017	100,000.00	-	-	-
CD Discover Bank (March / Sept)	5649	254673DH6	1.700	730	9/27/2019	9/27/2017	100,000.00	-	-	-
Future purchases										
Portfolio Value							504,139.53	-	144.38	144.38
Northland										
Money Market							2,264.98	-	-	954.65
CD UBS Bank		90348J-FY-1	3.250	1095	11/22/2021	11/21/2018	100,000.00	-	276.03	-
CD Synchrony Transferred		87164YWY6	3.000	1095	6/22/2021	6/22/2018		-	-	-
CD Medallion Bank (Monthly)		58403B-5U-6	2.000	1460	1/4/2021	1/3/2017	100,000.00	-	169.86	-
CD Barclays Bank (March/Sept) Transferr		06740KKX4	1.950	1095	9/28/2020	9/27/2017		-	-	-
CD Compass Bank		20451P-WA-0	2.850	548	5/28/2020	11/28/2018	100,000.00	-	-	-
CD Landmark Community (Mo.)		51507L-BM-5	1.850	900	3/27/2020	9/29/2017	100,000.00	-	309.17	-
CD Morgan Stanley Bank		61747M-2W-C	2.500	551	12/23/2019	6/21/2018	100,000.00	-	-	-
CD Discover Bank (March / Sept)	5649	254673DH6	1.700	730	9/27/2019	9/27/2017		-	-	-
CD Planters Bk		72741P-EF-0	2.350	405	8/28/2019	6/28/2018	100,000.00	-	199.59	-
CD Ally Bank Midvale Utah		02006LZR7	1.200	1096	4/15/2019	4/14/2016	100,000.00	-	-	-
CD Key Bank		49306SWF9	1.200	1093	3/4/2019	3/2/2016	100,000.00	-	-	-
CD BMW North American Bank Salt Lake		05580ADV3	1.250	1096	2/26/2019	2/26/2016	100,000.00	-	-	-
Future purchases										
Portfolio Value							902,264.98	-	954.65	954.65
RBC										
Money Market							-	-	-	169.86
CD JP Morgan Chase (Step Up)		48128FR87	3.000	1278	5/30/2022	11/30/2018	100,000.00	-	-	-
CD Citibank NA		17312QW21	3.250	1095	11/23/2021	11/23/2018	100,000.00	-	-	-
CD Townebank Portsmouth		89214PBS7	2.950	1005	3/29/2021	6/28/2018	100,000.00	-	-	-
CD Webbank Salt Lake City		947547JR7	2.000	1095	9/28/2020	9/28/2017	100,000.00	-	169.86	-
CD Wells Fargo (monthly)		0 949763DT0	1.700	1095	12/30/2019	12/30/2016		-	-	-
CD Capital One Glen Allen	33954	140420XC9	2.000	1460	10/28/2019	10/28/2015	200,000.00	-	-	-
CD Capital One McLean	4297	14042RBK6	2.000	1460	10/28/2019	10/28/2015	200,000.00	-	-	-
CD Ally Bank (March/Sept)	57803	02006L5P4	1.700	732	9/30/2019	9/28/2017		-	-	-
CD Ben Franklin		78414TAC6	2.450	458	9/23/2019	6/22/2018	100,000.00	-	-	-
Future purchases										
Portfolio Value							900,000.00	-	169.86	169.86
4M Funds										
Invest Fund							207,135.13	-	-	820,169.86
Plus Fund							702,058.93	-	-	-
4M Short Term Series							-	-	-	-
Future purchases							-	-	-	-
Total Account							909,194.06	-	-	-
TOTAL INVESTMENTS AND CDs.							3,215,598.57	-	1,268.89	1,268.89
								From "Cash Balances" Rept Investments Fund 101 Balance		
								Investments Interest New Balance		

Transfers out	Interest/ Dividends	Balance 1/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 2/28/2019	Purchases	Sales
-	8.13	4,292.04	-	-	135.07	-	7.60	4,434.71	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	144.38	100,000.00	-	135.07	-	-	135.07	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	152.51	504,292.04	-	135.07	135.07	300,000.00	142.67	204,434.71	-	-

-	3.58	3,223.21	-	-	101,076.03	-	12.98	104,312.22	-	-
-	276.03	100,000.00	-	276.03	-	-	276.03	100,000.00	-	249.32
-	-	-	-	-	100,000.00	-	-	100,000.00	-	-
-	169.86	100,000.00	-	169.86	-	-	169.86	100,000.00	-	153.42
-	-	-	-	-	100,000.00	-	-	100,000.00	-	966.99
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	309.17	100,000.00	-	-	-	-	-	100,000.00	-	152.05
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	100,000.00	-	-	100,000.00	-	843.01
-	199.59	100,000.00	-	-	-	-	-	100,000.00	-	379.86
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	100,601.64
-	-	100,000.00	-	100,630.14	-	-	630.14	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	958.23	903,223.21	-	101,076.03	401,076.03	-	1,089.01	1,204,312.22	-	103,346.29

169.86	-	-	-	-	169.86	169.86	-	-	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	169.86	100,000.00	-	169.86	-	-	169.86	100,000.00	-	153.42
-	-	-	-	-	-	-	-	-	-	-
-	-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	-	-	-	-	-	-	-	-	-	843.01
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	-	-	-	-	-	-
169.86	169.86	900,000.00	-	169.86	169.86	169.86	169.86	900,000.00	-	996.43

-	1,459.13	1,028,764.12	-	-	169.86	500,000.00	1,236.61	530,170.59	-	-
-	1,332.57	703,391.50	-	-	400,000.00	-	1,586.85	1,104,978.35	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	2,791.70	1,732,155.62	-	-	400,169.86	500,000.00	2,823.46	1,635,148.94	-	-

169.86	4,072.30	4,039,670.87	-	101,380.96	801,550.82	800,169.86	4,225.00	3,943,895.87	-	104,342.72
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ort										
4,035,598.57				From "Cash Balances" Report						From "Cash Ba
3,365,472.52				Investments	3,939,670.87					Investments
670,126.05				Fund 101 Balance	3,393,331.57					Fund 101 Balan
					546,339.30					
4,035,598.57				Investments	3,939,670.87					Investments
4,072.30				Interest	4,225.00					Interest
4,039,670.87				New Balance	3,943,895.87					New Balance

Transfers in	Transfers out	Interest/ Dividends	Balance 3/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 4/30/2019	Purchases
-	4,436.11	1.40	0.00	-	-	-	-	-	0.00	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	100,000.00	-	-	-	-	-	-	-	-	-
-	100,000.00	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	204,436.11	1.40	0.00	-	-	-	-	-	0.00	-
103,346.29	-	258.05	207,916.56	-	-	101,551.23	-	339.32	309,807.11	-
-	-	249.32	100,000.00	-	276.03	-	-	276.03	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	153.42	100,000.00	-	169.86	-	-	169.86	100,000.00	-
-	-	966.99	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	152.05	100,000.00	-	304.11	-	-	304.11	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	843.01	100,000.00	-	-	-	-	-	100,000.00	-
-	-	379.86	100,000.00	-	199.59	-	-	199.59	100,000.00	-
-	-	-	100,000.00	-	100,601.64	-	-	601.64	-	-
-	-	601.64	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
103,346.29	-	3,604.34	1,207,916.56	-	101,551.23	101,551.23	-	1,890.55	1,209,807.11	-
996.43	996.43	-	-	-	-	4,443.01	4,443.01	-	-	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	153.42	100,000.00	-	169.86	-	-	169.86	100,000.00	-
100,000.00	-	-	100,000.00	-	284.11	-	-	284.11	100,000.00	-
-	-	-	200,000.00	-	1,994.52	-	-	1,994.52	200,000.00	-
-	-	-	200,000.00	-	1,994.52	-	-	1,994.52	200,000.00	-
100,000.00	-	843.01	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	-	-	-	-	-	-	-	-
200,996.43	996.43	996.43	1,100,000.00	-	4,443.01	4,443.01	4,443.01	4,443.01	1,100,000.00	-
5,432.54	100,000.00	830.42	436,433.55	-	-	4,443.01	210,000.00	516.18	231,392.74	-
-	-	2,068.73	1,107,047.08	-	-	-	-	2,004.31	1,109,051.39	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
5,432.54	100,000.00	2,899.15	1,543,480.63	-	-	4,443.01	210,000.00	2,520.49	1,340,444.13	-
309,775.26	305,432.54	7,501.32	3,851,397.19	-	105,994.24	110,437.25	214,443.01	8,854.05	3,650,251.24	-
Balances" Report			From "Cash Balances" Report							
Investments	3,843,895.87								3,641,397.19	
Interest	3,405,367.84								3,309,285.67	
Dividends	438,528.03								332,111.52	
	3,843,895.87								Investments	3,641,397.19
	7,501.32								Interest	8,854.05
	3,851,397.19								New Balance	3,650,251.24

Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 5/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 6/30/2019	
-	-	-	-	0.00	-	-	-	-	-	0.00	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	0.00	-	-	-	-	-	0.00	
-	2,189.99	-	408.08	312,405.18	-	-	3,188.36	312,602.28	28.07	3,019.33	
267.12	-	-	267.12	100,000.00	-	276.03	-	-	276.03	100,000.00	
-	-	-	-	100,000.00	-	1,495.89	-	-	1,495.89	100,000.00	
164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86	100,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
1,413.29	-	-	1,413.29	100,000.00	-	-	-	-	-	100,000.00	
152.05	-	-	152.05	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,246.58	-	-	1,246.58	100,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
193.15	-	-	193.15	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
2,189.99	2,189.99	-	2,598.07	1,212,405.18	-	3,188.36	3,188.36	312,602.28	3,216.43	903,019.33	
-	3,403.42	3,403.42	-	-	-	-	2,862.46	2,862.46	-	-	
1,487.67	-	-	1,487.67	100,000.00	-	-	-	-	-	100,000.00	
1,611.64	-	-	1,611.64	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,470.96	-	-	1,470.96	100,000.00	
164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86	100,000.00	
139.73	-	-	139.73	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	200,000.00	-	-	-	-	-	200,000.00	
-	-	-	-	200,000.00	-	-	-	-	-	200,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,221.64	-	-	1,221.64	100,000.00	
-	-	-	-	-	-	-	-	-	-	-	
3,403.42	3,403.42	3,403.42	3,403.42	1,100,000.00	-	2,862.46	2,862.46	2,862.46	2,862.46	1,100,000.00	
-	3,403.42	-	417.99	235,214.15	-	-	#####	300,000.00	915.39	1,351,594.28	
-	-	200,000.00	1,852.51	910,903.90	-	-	-	-	1,617.37	912,521.27	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	3,403.42	200,000.00	2,270.50	1,146,118.05	-	-	#####	300,000.00	2,532.76	2,264,115.55	
5,593.41	8,996.83	203,403.42	8,271.99	3,458,523.23	-	6,050.82	#####	615,464.74	8,611.65	4,267,134.88	
From "Cash Balances" Report					From "Cash Balances" Report						
Investments		3,450,251.24			Investments			4,258,523.23			
Fund 101 Balance		3,228,287.93			Fund 101 Balance			3,814,257.63			
		221,963.31						444,265.60			
Investments		3,450,251.24			Investments			4,258,523.23			
Interest		8,271.99			Interest			8,611.65			
New Balance		3,458,523.23			New Balance			4,267,134.88			

Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 7/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends
-	-	-	-	-	0.00	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	0.00	-	-	-	-	-
-	-	1,133.41	-	4.66	4,157.40	-	-	100,802.60	-	15.37
-	267.12	-	-	267.12	100,000.00	-	276.03	-	-	276.03
-	-	-	-	-	100,000.00	-	-	-	-	-
-	164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	309.17	-	-	309.17	100,000.00	-	157.12	-	-	157.12
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	392.74	-	-	392.74	100,000.00	-	100,199.59	-	-	199.59
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	1,133.41	1,133.41	-	1,138.07	904,157.40	-	100,802.60	100,802.60	-	817.97
-	-	448.49	448.49	-	-	-	-	314.24	314.24	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86
-	284.11	-	-	284.11	100,000.00	-	144.38	-	-	144.38
-	-	-	-	-	200,000.00	-	-	-	-	-
-	-	-	-	-	200,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	448.49	448.49	448.49	448.49	1,100,000.00	-	314.24	314.24	314.24	314.24
-	-	448.49	-	2,370.88	1,354,413.65	-	-	450,314.24	750,000.00	1,696.24
-	-	-	-	1,661.26	914,182.53	-	-	-	-	1,544.71
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	448.49	-	4,032.14	2,268,596.18	-	-	450,314.24	750,000.00	3,240.95
-	1,581.90	2,030.39	448.49	5,618.70	4,272,753.58	-	101,116.84	551,431.08	750,314.24	4,373.16

From "Cash Balances" Report
Investments 4,267,134.88
Fund 101 Balance 3,544,458.98
722,675.90
Investments 4,267,134.88
Interest 5,618.70
New Balance 4,272,753.58

From "Cash Balances" Report
Investments 3,972,753.58
Fund 101 Balance 3,352,677.63
620,075.95
Investments 3,972,753.58
Interest 4,373.16
New Balance 3,977,126.74

Balance 8/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 9/30/2019	Purchases	Sales	Transfers in	Transfers out
0.00	-	-	-	-	-	0.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
0.00	-	-	-	-	-	0.00	-	-	-	-
104,975.37	-	-	102,285.89	-	114.39	207,375.65	-	-	-	-
100,000.00	-	276.03	-	-	276.03	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	169.86	-	-	169.86	100,000.00	-	-	-	-
100,000.00	-	983.01	-	-	983.01	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	100,856.99	-	-	856.99	(0.00)	-	-	-	-
0.00	-	-	-	-	-	0.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
904,975.37	-	102,285.89	102,285.89	-	2,400.28	907,375.65	-	-	-	-
-	-	-	100,624.25	-	11.36	100,635.61	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
200,000.00	-	-	-	-	-	200,000.00	-	-	-	-
200,000.00	-	-	-	-	-	200,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	100,624.25	-	-	624.25	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
1,100,000.00	-	100,624.25	100,624.25	-	635.61	1,100,635.61	-	-	-	-
1,056,424.13	-	-	-	350,000.00	1,220.87	707,645.00	-	-	-	-
915,727.24	-	-	-	-	1,434.90	917,162.14	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
1,972,151.37	-	-	-	350,000.00	2,655.77	1,624,807.14	-	-	-	-
3,977,126.74	-	202,910.14	202,910.14	350,000.00	5,691.66	3,632,818.40	-	-	-	-
		From "Cash Balances" Report					From "Cash Balances" Report			
				Investments	3,627,126.74				Investments	
				Fund 101 Balance	3,128,687.90				Fund 101 Balance	
					498,438.84					
				Investments	3,627,126.74				Investments	
				Interest	5,691.66				Interest	
				New Balance	3,632,818.40				New Balance	

Transfers in	Transfers out	Interest/ Dividends	Balance 12/31/2019
-	-	-	0.00
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	0.00
-	-	-	207,375.65
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	(0.00)
-	-	-	0.00
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	907,375.65
-	-	-	100,635.61
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	200,000.00
-	-	-	200,000.00
-	-	-	100,000.00
-	-	-	-
-	-	-	-
-	-	-	1,100,635.61
-	-	-	707,645.00
-	-	-	917,162.14
-	-	-	-
-	-	-	-
-	-	-	1,624,807.14
-	-	-	
-	-	-	3,632,818.40
Balances" Report			
nce			

Investments as of 9/30/19		
	%	Amount
By Broker		
Smith Barney	0.0%	0.00
Northland	25.0%	907,375.65
RBC	30.3%	1,100,635.61
4M Fund	44.7%	1,624,807.14
Total	100.0%	3,632,818.40

Investments as of 9/30/19		
	%	Amount
By Type		
Money Market	53.2%	1,932,818.40
Fed Agency	0.0%	0.00
Commercial Paper	0.0%	0.00
Treasury	0.0%	0.00
Certificate of Deposit	46.8%	1,700,000.00
Total	100.0%	3,632,818.40

Investments as of 9/30/19		
	%	Amount
By holding period (from purchase date)		
No time limit	53.2%	1,932,818.40
Up to 1 year	0.0%	0.00
2 years	13.8%	500,000.00
3 years	19.3%	700,000.00
4 years and over	13.8%	500,000.00
Total	100.0%	3,632,818.40

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date November 12, 2019

ITEM NUMBER Northdale Pay Request No. 6

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Northdale Construction submitted their sixth pay request for the 2019 Infrastructure Improvement Project. The request is for a payment of \$199,278.32. This pays for improvements through November 4. The work has switched to road construction from water main installation so the City is fully responsible for this pay request.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council approves pay request No. 6 for the 2019 Infrastructure Improvement Project payable to Northdale Construction in the amount of \$199,278.22.



CITY OF LAUDERDALE

1891 WALNUT STREET
 LAUDERDALE, MN 55113
 Project 193804608 - 2019 INFRASTRUCTURE IMPROVEMENTS
 Request for Payment No. 6

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

Stantec Project No. 193804608
 For Period: 10/1/2019 - 11/4/2019

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	\$2,033,344.64
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$2,033,344.64

	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	\$209,766.65	\$2,033,344.64	\$101,667.23	\$1,732,399.09	\$199,278.32	\$1,931,677.41
Percent Retained: 5.0000%					Percent Complete: 89.6104%	
Amount Paid This Request for Payment					\$199,278.32	

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

Project Engineer

11/8/2019

Date

Approved By Northdale Construction Co., Inc.

Delp B...

Contractor

11/8/19

Date

Approved for Payment By

City of Lauderdale

Date

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
5	08/31/2019	09/30/2019	\$103,128.82	\$5,156.44	\$97,972.38
6	10/01/2019	11/04/2019	\$209,766.65	\$10,488.33	\$199,278.32
Totals:			\$2,033,344.64	\$101,667.23	\$1,931,677.41

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	662,784.65	33,139.23	629,645.42	0.00	629,645.42	
Lauderdale	1,370,559.99	68,528.00	1,102,753.67	199,278.32	1,302,031.99	
Totals:		\$2,033,344.64	\$101,667.23	\$1,732,399.09	\$199,278.32	\$1,931,677.41

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	0.05	\$5,642.57	0.95	\$107,208.83
2	TRAFFIC CONTROL	LS	\$8,987.50	1	0.05	\$449.38	0.95	\$8,538.13
Totals For Section PART 1: GENERAL:						\$6,091.95		\$115,746.96
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	0	\$0.00	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	301.00	\$8,695.89
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:						\$0.00		\$556,221.74
30	ADJUST SANITARY SEWER CASTING	EA	\$350.00	12	0	\$0.00	7.00	\$2,450.00
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	0	\$0.00	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:						\$0.00		\$37,525.63
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	0	\$0.00	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:						\$0.00		\$176,394.03
PART 5: ROADWAY/ALLEY								
51	SILT FENCE, MACHINE-SLICED	LF	\$2.45	1400	0	\$0.00	500.00	\$1,225.00
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	0	\$0.00	15.00	\$4,998.75
57	CLEARING AND GRUBBING	LS	\$3,440.00	1	0	\$0.00	1.15	\$3,956.00
58	TEMPORARY FENCE	LF	\$3.50	525	60	\$210.00	125.00	\$437.50
59	SALVAGE AND REINSTALL CHAIN LINK FENCE	LF	\$21.50	175	139	\$2,988.50	139.00	\$2,988.50
60	SALVAGE AND REINSTALL WOOD PRIVACY FENCE	LF	\$37.63	325	25	\$940.75	25.00	\$940.75
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	19	\$3,472.25	19.00	\$3,472.25
63	STREET SWEEPER WITH PICKUP BROOM	HR	\$145.00	50	23	\$3,335.00	154.25	\$22,366.25
64	REMOVE BITUMINOUS PAVEMENT	SY	\$1.26	11000	0	\$0.00	10,265.50	\$12,934.53
65	CONCRETE PAVEMENT REPLACEMENT - SPECIAL	SF	\$19.39	540	0	\$0.00	286.00	\$5,545.54
66	MILL BITUMINOUS PAVEMENT - 2" DEPTH	SY	\$1.51	7400	8450	\$12,759.50	8,450.00	\$12,759.50
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	0	\$0.00	677.50	\$5,081.25
69	REMOVE AND REPLACE CONCRETE CURB & GUTTER	LF	\$32.12	400	0	\$0.00	654.00	\$21,006.48
70	SAWING BITUMINOUS PAVEMENT	LF	\$4.75	350	0	\$0.00	12.00	\$57.00
71	REMOVE SIDEWALK	SF	\$0.95	3000	0	\$0.00	2,942.50	\$2,795.38
72	REMOVE CONCRETE CURB & GUTTER	LF	\$2.65	700	0	\$0.00	700.00	\$1,855.00
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	500	\$15,475.00	680.00	\$21,046.00
75	SUBGRADE EXCAVATION (EV)	CY	\$23.33	500	37	\$863.21	46.00	\$1,073.18
76	GEOTEXTILE FABRIC	SY	\$1.98	13000	670	\$1,326.60	12,539.00	\$24,827.22
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	408	\$7,217.52	5,503.19	\$97,351.43
79	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.08	900	975	\$1,053.00	1,140.00	\$1,231.20
80	BITUMINOUS TRAIL PATCHING	SF	\$7.99	250	0	\$0.00	160.00	\$1,278.40
81	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TN	\$70.95	1900	1924.7	\$136,557.47	1,924.70	\$136,557.47
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	0	\$0.00	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	0	\$0.00	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	0	\$0.00	5,163.00	\$71,301.03
87	4" DRAINTILE	LF	\$9.67	5200	0	\$0.00	5,074.00	\$49,065.58
88	4" CONCRETE WALK	SF	\$6.07	1750	24	\$145.68	1,722.00	\$10,452.54
89	MODULAR BLOCK RETAINING WALL	SF	\$31.71	300	0	\$0.00	300.00	\$9,513.00
90	TYPE SP 9.5 BITUMINOUS MIXTURE FOR DRIVEWAYS (2,B)	TN	\$193.50	100	0	\$0.00	15.00	\$2,902.50
91	6" CONCRETE DRIVEWAY APRON	SF	\$6.83	4000	0	\$0.00	3,566.00	\$24,355.78
92	7" CONCRETE DRIVEWAY APRON	SF	\$7.42	1200	75	\$556.50	2,804.60	\$20,810.13
93	6" CONCRETE PEDESTRIAN CURB RAMP	SF	\$10.48	260	0	\$0.00	105.00	\$1,100.40
94	TRUNCATED DOME SURFACE	SF	\$64.50	20	0	\$0.00	26.00	\$1,677.00
95	SALVAGE HANDHOLE	EA	\$989.00	2	2	\$1,978.00	2.00	\$1,978.00
96	INSTALL SALVAGED HANDHOLE	EA	\$1,064.50	2	2	\$2,129.00	2.00	\$2,129.00
97	PREFORMED RIGID PVC CONDUIT LOOP DETECTOR 6' X 6'	EA	\$1,612.50	3	0	\$0.00	3.00	\$4,837.50
98	PREFORMED RIGID PVC CONDUIT LOOP DETECTOR 6' X 12'	EA	\$1,935.00	2	0	\$0.00	2.00	\$3,870.00
99	HANDHOLE	EA	\$2,683.20	1	1	\$2,683.20	1.00	\$2,683.20
100	1.5" NON-METALLIC CONDUIT	LF	\$13.55	80	80	\$1,084.00	80.00	\$1,084.00

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	5	\$1,881.25	5.00	\$1,881.25
102	TOPSOIL BORROW (LV)	CY	\$30.10	1500	0	\$0.00	960.00	\$28,896.00
103	SOD	SY	\$4.52	9000	0	\$0.00	5,535.00	\$25,018.20
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	3930	\$1,925.70	3,930.00	\$1,925.70
107	4" SOLID WHITE LINE - PAINT	LF	\$0.25	8400	7700	\$1,925.00	7,700.00	\$1,925.00
108	24" SOLID WHITE LINE - PAINT	LF	\$8.06	50	393	\$3,167.58	393.00	\$3,167.58
Totals For PART 5: ROADWAY/ALLEY:						\$203,674.71		\$1,147,456.28
Project Totals:						\$209,766.65		\$2,033,344.64

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date November 12, 2019

ITEM NUMBER Special Assessment Hearing

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The majority of the 2019 Infrastructure Improvement Project has been completed and the costs tallied. Staff will present the financial details via PowerPoint during the meeting. The estimated project cost at completion is \$2,643,000 with \$430,641 proposed to be assessed to benefiting property owners. Of this total, City owned property accounts for \$25,539 of the amount. The City will pay for the assessments abutting the public works garage and Community Park. The street assessment and water service installation costs for 1795 Eustis Street will be applied to the property tax rolls and assumed by the future buyer of the site.

The purpose of this meeting is to hold a public hearing to see if there are any appeals before adopting the special assessment rolls. Staff and the project engineer also will be able to answer questions that come up. The City received two appeals that are included in the packet along with a copy of the special assessment policy for your reference. Staff have also been receipting payments from residents electing to pay their special assessments up front. Residents will be able to continue doing this until December 12.

A couple of property owners requested additional sewer and water services as part of the project for new home construction. Those amounts are included on a separate spreadsheet but will be assessed under the same terms as the rest of the assessments. At the very end of this section is a summary of the petition and waiver agreements the City entered into with residents for services both related and not related to the street project in 2019. The fences have not been installed yet but those numbers will be known once that happens. These petition and waiver amounts and terms are not appealable.

STAFF RECOMMENDATION:

Unless the public hearing brings forth issues that require further investigation, the Council may adopt Resolution 111219A—A Resolution Adopting Assessment.

RESOLUTION NO. 111219A

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met and heard and passed upon all objections to the proposed assessment for the improvement of Eustis Street between Larpenteur Avenue and Roselawn Avenue and Roselawn Avenue between Fulham Street and the T.H. 280 right-of-way.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2020, and shall bear interest at the rate of 4.15 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2020. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and the owner may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

4. The city clerk-administrator shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the city council of the city of Lauderdale this 12th day of November, 2019.

Mary Gaasch, Mayor

Attest:

Heather Butkowski, City Clerk-Administrator

**Final Assessments
Eustis Street
2019 Infrastructure Improvements
November 2019**

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
	1. LAUDERDALE PROPERTY LLC 2421 LARPENTEUR AVE W 172923330080	Commercial (3)	137.33	25%	\$343.00	\$11,775.89
	2. CHARLES MASON 1699 EUSTIS ST 172923330079	Residential	40	100%	\$90.89	\$3,635.75
	3. ROLAND W KARJALAHTI 1703 EUSTIS ST 172923330087	Residential Water/Sewer	40	100%	\$90.89	\$3,635.75
	4. M127, LLC 1707 EUSTIS ST 172923330086	Residential	40	100%	\$90.89	\$3,635.75
	5. AARON ADAM 1709 EUSTIS ST 172923330077	Residential	40	100%	\$90.89	\$3,635.75
	6. THOMAS J MATTESON 1715 EUSTIS ST 172923330076	Residential	40	100%	\$90.89	\$3,635.75
	7. JAIDYN M MARTIN 1719 EUSTIS ST 172923330075	Residential	40	100%	\$90.89	\$3,635.75
	8. ROBERT J BREWSTER 1727 EUSTIS ST 172923330074	Residential	80	100%	\$90.89	\$7,271.51
	9. ADAM P JORGENSON 1731 EUSTIS ST 172923330073	Residential	40	100%	\$90.89	\$3,635.75
	10. HERMES PROPERTIES LLC 1733 EUSTIS ST 172923330072	Residential	40	100%	\$90.89	\$3,635.75
	11. HERMES PROPERTIES LLC 1737 EUSTIS ST 172923330071	Residential (4)	40	100%	\$90.89	\$3,635.75
	12. JULIAN J TAYLOR 1743 EUSTIS ST 172923330010	Residential (4)	40	100%	\$90.89	\$3,635.75
	13. JULIAN J TAYLOR 1747 EUSTIS ST 172923330009	Residential	40	100%	\$90.89	\$3,635.75
	14. M125 LLC 1751 EUSTIS ST 172923330008	Residential	40	100%	\$90.89	\$3,635.75
	15. JAMES YODAS 1755 EUSTIS ST 172923330007	Residential	40	100%	\$90.89	\$3,635.75
	16. DUANE L PULFORD 1757 EUSTIS ST 172923330006	Residential	40	100%	\$90.89	\$3,635.75
	17. LISA M THOMPSON 1761 EUSTIS ST 172923330005	Residential	40	100%	\$90.89	\$3,635.75

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
18.	ANNA FRENCH 1765 EUSTIS ST 172923330004	Residential	40	100%	\$90.89	\$3,635.75
19.	PATRICK SMITH 1771 EUSTIS ST 172923330003	Residential	40	100%	\$90.89	\$3,635.75
20.	MICHAEL NACHREINER 1775 EUSTIS ST 172923330002	Residential	40	100%	\$90.89	\$3,635.75
21.	CITY OF LAUDERDALE 1795 EUSTIS ST 172923330001	Residential (1) (4)	238.52	100%	\$90.89	\$21,679.99
22.	RICHARD HINRICHS 1801 EUSTIS ST 172923320092	Residential (4)	40	100%	\$90.89	\$3,635.75
23.	LARRY L LAMBERT 1803 EUSTIS ST 172923320093	Residential	40	100%	\$90.89	\$3,635.75
24.	LARRY L LAMBERT 0 EUSTIS ST 172923320094	Residential	10	100%	\$90.89	\$908.94
25.	M126, LLC 1811 EUSTIS ST 172923320095	Residential	60	100%	\$90.89	\$5,453.63
26.	BEVERLY A POWELL 1819 EUSTIS ST 172923320096	Residential	50	100%	\$90.89	\$4,544.69
27.	SCHUMACHER HOLDINGS, LLC 1821 EUSTIS ST 172923320097	Residential	40	100%	\$90.89	\$3,635.75
28.	SCHUMACHER HOLDINGS, LLC 1825 EUSTIS ST 172923320124	Residential	40	100%	\$90.89	\$3,635.75
29.	SCHUMACHER HOLDINGS, LLC 1831 EUSTIS STREET 172923320123	Residential	40	100%	\$90.89	\$3,635.75
30.	CRAIG S ZBACNIK 1837 EUSTIS ST 172923320099	Residential (5)	85	100%	\$90.89	\$7,271.51
31.	GLEN H GRINDAHL 1847 EUSTIS ST 172923320100	Residential	75	100%	\$90.89	\$6,817.04
32.	DONALD J STOWELL 1853 EUSTIS ST 172923320101	Residential	60	100%	\$90.89	\$5,453.63
33.	SCOTT MICHAEL OBRIEN 1857 EUSTIS ST 172923320102	Residential (4)	58.82	100%	\$90.89	\$5,346.37
34.	GARY L GLAUVITZ 1863 EUSTIS ST 172923320008	Residential (4)	80	100%	\$90.89	\$7,271.51
35.	ANDRES SANCHEZ LOPEZ 1869 EUSTIS ST 172923320105	Residential	65	100%	\$90.89	\$5,908.10
36.	ARTHUR R PETERSON JR 1873 EUSTIS ST 172923320104	Residential	95	100%	\$90.89	\$7,271.51
37.	JEFFREY P DALEY 1889 EUSTIS ST 172923320005	Residential	80	100%	\$90.89	\$7,271.51

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
38.	KEITH P DYRUD 1905 EUSTIS ST 172923320004	Residential	100	100%	\$90.89	\$7,271.51
39.	DANIEL B AMOS 1907 EUSTIS ST 172923320003	Residential	60	100%	\$90.89	\$5,453.63
40.	DAWN J BARTYLLA 1911 EUSTIS ST 172923320002	Residential	40	100%	\$90.89	\$3,635.75
41.	ROCKNEY ATZ 1917 EUSTIS ST 172923320001	Residential (4)	75.52	100%	\$90.89	\$6,864.30
42.	JOHN B BYKOWSKI 1918 EUSTIS ST 172923310102	Residential (4)	59.6	100%	\$90.89	\$5,417.27
43.	LOISAN M PEARSON TRUSTEE 1914 EUSTIS ST 172923310101	Residential	65	100%	\$90.89	\$5,908.10
44.	JUDITH M HAYES 1910 EUSTIS ST 172923310100	Residential	65	100%	\$90.89	\$5,908.10
45.	DANA J HOLT 1904 EUSTIS ST 172923310099	Residential	65	100%	\$90.89	\$5,908.10
46.	KATHLEEN L PROCTOR 1900 EUSTIS ST 172923310128	Residential	60	100%	\$90.89	\$5,453.63
47.	SARA E HAMILTON 1898 EUSTIS ST 172923310097	Residential	60	100%	\$90.89	\$5,453.63
48.	ASHLEY HEROLD 1892 EUSTIS ST 172923310096	Residential	60	100%	\$90.89	\$5,453.63
49.	AREN HEYERDAHL 1888 EUSTIS ST 172923310095	Residential	60	100%	\$90.89	\$5,453.63
50.	PERMA COMPANIES INC 1866 EUSTIS ST 172923310094	Residential	65	100%	\$90.89	\$5,908.10
51.	ALEXANDER ZAPPA 1862 EUSTIS ST 172923310093	Residential (4)	67	100%	\$90.89	\$6,089.89
52.	CHRISTOPHER R SIMONS 1860 EUSTIS ST 172923310092	Residential (4)	39.32	100%	\$90.89	\$3,573.95
53.	PAUL R SHARKEY 1856 EUSTIS ST 172923310091	Residential	40	100%	\$90.89	\$3,635.75
54.	RICKY LEE PRESCOTT 1852 EUSTIS ST 172923310090	Residential	40	100%	\$90.89	\$3,635.75
55.	ALICE M LORENZ 1848 EUSTIS ST 172923310089	Residential	40	100%	\$90.89	\$3,635.75
56.	SANDRA A BROWN 1842 EUSTIS ST 172923310088	Residential	40	100%	\$90.89	\$3,635.75
57.	JUDY M KUBISZEWSKI 1840 EUSTIS ST 172923310087	Residential	40	100%	\$90.89	\$3,635.75

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
58.	XAVIER BACA 1836 EUSTIS ST 172923310086	Residential	40	100%	\$90.89	\$3,635.75
59.	DANIEL C LEMKE 1832 EUSTIS ST 172923310085	Residential	40	100%	\$90.89	\$3,635.75
60.	ZACHARY KNUDSON 1828 EUSTIS ST 172923310084	Residential	40	100%	\$90.89	\$3,635.75
61.	DAN W MACKERMAN 1824 EUSTIS ST 172923310083	Residential	60	100%	\$90.89	\$5,453.63
62.	JOSEPH J PETERSON 1816 EUSTIS ST 172923310082	Residential	60	100%	\$90.89	\$5,453.63
63.	SCOTT RUBSAM 1812 EUSTIS ST 172923310081	Residential	40	100%	\$90.89	\$3,635.75
64.	DANIEL F SHERMAN 1808 EUSTIS ST 172923310080	Residential	40	100%	\$90.89	\$3,635.75
65.	JASON R KESSELRING 1804 EUSTIS ST 172923310079	Residential (4)	40	100%	\$90.89	\$3,635.75
66.	SHAWN SORG 1798 EUSTIS ST 172923340081	Residential (4)	39.32	100%	\$90.89	\$3,573.95
67.	KAREN S MERRILL 1794 EUSTIS ST 172923340080	Residential	80	100%	\$90.89	\$7,271.51
68.	THEODORE J PERALA 1786 EUSTIS ST 172923340079	Residential	40	100%	\$90.89	\$3,635.75
69.	KATHRYN ANN SHERMAN 1784 EUSTIS ST 172923340078	Residential	40	100%	\$90.89	\$3,635.75
70.	HEATHER BRIAN 1778 EUSTIS ST 172923340077	Residential	40	100%	\$90.89	\$3,635.75
71.	CONERSTONE PRIVATE ASSET TRUST C 1774 EUSTIS ST 172923340076	Residential	40	100%	\$90.89	\$3,635.75
72.	ANTHONY PADGETT 1772 EUSTIS ST 172923340075	Residential	40	100%	\$90.89	\$3,635.75
73.	DANIEL J BUSSE 1768 EUSTIS ST 172923340074	Residential	40	100%	\$90.89	\$3,635.75
74.	ADRIAN O STEC 1762 EUSTIS ST 172923340073	Residential	40	100%	\$90.89	\$3,635.75
75.	MARSHA J KRANTZ 1756 EUSTIS ST 172923340072	Residential	60	100%	\$90.89	\$5,453.63
76.	JOHN MURRAY 1750 EUSTIS ST 172923340071	Residential	60	100%	\$90.89	\$5,453.63
77.	PAUL M HOLLENSTEIN 1748 EUSTIS ST 172923340070	Residential (4)	80	100%	\$90.89	\$7,271.51

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
78.	M127 LLC 2418 IONE ST 172923340087	Residential (3)	130	25%	\$90.89	\$2,954.05
79.	WILLIAM M RAVEN 1720 EUSTIS ST 172923340088	Residential	64.34	100%	\$90.89	\$5,848.11
80.	M125, LLC 1718 EUSTIS ST 172923340089	Residential	40	100%	\$90.89	\$3,635.75
81.	JOSEPH M CHRISTENSEN 1714 EUSTIS ST 172923340090	Residential	40	100%	\$90.89	\$3,635.75
82.	JAMES R JOHNSON 1708 EUSTIS ST 172923340091	Residential	40	100%	\$90.89	\$3,635.75
83.	THOMAS A ZHRATKA 1704 EUSTIS ST 172923340092	Residential	40	100%	\$90.89	\$3,635.75
84.	LAURA S STOVER 1700 EUSTIS ST 172923340093	Residential	40	100%	\$90.89	\$3,635.75
85.	ANNELISA FEIDER 1698 EUSTIS ST 172923340094	Residential	40	100%	\$90.89	\$3,635.75
86.	KOREAN SERVICE CENTER INC 2417 LARPEN TEUR AVE W 172923340232	Commercial (3)	125	25%	\$343.00	\$10,718.61

4754.77

Total Assessment Value	\$418,331.65
City of Lauderdale Assessments	\$21,679.99
Net Assessment Value	\$396,651.65

NOTES:

- (1) PROPERTY IS OWNED BY CITY OF LAUDERDALE
- (2) PROPERTY IS IN CITY OF ROSEVILLE
- (3) CORNER LOT - LONG SIDE: ASSESS 25% OF FF
- (4) CORNER LOT - SHORT SIDE: ASSESS 100% OF FF
- (5) APPLY MAXIMUM FF OF 80 LF PER POLICY

**Final Assessments
Roselawn Avenue
2019 Infrastructure Improvements
November 2019**

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
100.	NORMAN E ROSENKRANZ 1925 WALNUT ST 172923230066	Residential (3)	129.55	25%	\$13.90	\$450.34
101.	WILLIAM B SILVERMAN TRUSTEE 1924 WALNUT ST 172923230034	Residential (3)	127.04	25%	\$13.90	\$441.61
102.	JEANNE A BERKELAND 1923 MALVERN ST 172923230033	Residential (3)	127.04	25%	\$13.90	\$441.61
103.	GRANT ADAMS 1922 MALVERN ST 172923230008	Residential (3)	127.04	25%	\$13.90	\$441.61
104.	ANGELA M FANKHAUSER 1921 EUSTIS ST 172923230007	Residential (3)	127.04	25%	\$13.90	\$441.61
105.	JODY LAWLER 1926 EUSTIS ST 172923240046	Residential (3)	123.64	25%	\$13.90	\$429.79
106.	SHANNON R BAKKEN 1931 CARL ST 172923240077	Residential (3)	69	25%	\$13.90	\$239.85
107.	DEBRA MILLIGAN 2379 ROSELAWN AVE W 172923240045	Residential (4)	65	100%	\$13.90	\$903.80
108.	DAVID M BRUMM 1930 CARL ST 172923240030	Residential (3)	134.64	25%	\$13.90	\$468.03
109.	MICHELLE M SWANSON 2375 ROSELAWN AVE W 172923240029	Residential (3)	134	25%	\$13.90	\$465.81
110.	CITY OF ROSEVILLE 0 ROSELAWN AVE W 172923240078	Institutional (2) (3)	126.14	25%	\$13.90	\$0.00
111.	JONATHAN M ABELER 2339 ROSELAWN AVE W 172923240069	Residential (2) (3)	126	25%	\$13.90	\$0.00
112.	ALLISON F EKLUND 2333 ROSELAWN AVE W 172923240066	Residential (2) (3)	126.14	25%	\$13.90	\$0.00
113.	LESLEY FORD 1925 FULHAM ST 172923240076	Residential (2) (3)	132	25%	\$13.90	\$0.00
114.	CITY OF LAUDERDALE 1885 FULHAM ST 172923310001	Community Park (1) (3)	264.21	25%	\$13.90	\$918.44
115.	CITY OF LAUDERDALE 0 UNASSIGNED 172923310002	Community Park (1) (3)	330	25%	\$13.90	\$1,147.13
116.	KAREN LOUISE MOLINE SHIH 1917 PLEASANT ST 172923310121	Residential (3)	143.15	25%	\$13.90	\$497.61
117.	DOUGLAS J NELSON 1918 CARL ST 172923310120	Residential (3)	140	25%	\$13.90	\$486.66
118.	WADE BREN 1917 CARL ST	Residential (3)	140.55	25%	\$13.90	\$488.57

Location ID	Address Property Owner PID	Property Type	FF	Assessable FF %	Assessment Rate	Assessment Amount
	172923310103					
42.	JOHN B BYKOWSKI 1918 EUSTIS ST 172923310102	Residential (3)	140	25%	\$13.90	\$486.66
41.	ROCKNEY ATZ 1917 EUSTIS ST 172923320001	Residential (3)	127.04	25%	\$13.90	\$441.61
119.	JACOB J CARLSON 1920 MALVERN ST 172923320018	Residential (3)	127.04	25%	\$13.90	\$441.61
120.	TYLER J YOUNG 1919 MALVERN ST 172923320019	Residential (3)	127.04	25%	\$13.90	\$441.61
121.	SCOTT ALLEN JENNERJOHN 1918 WALNUT ST 172923320042	Residential (3)	127.04	25%	\$13.90	\$441.61
122.	CITY OF LAUDERDALE 1915 WALNUT ST 172923320043	Residential (1) (3)	135	25%	\$52.47	\$1,770.87
123.	CITY OF LAUDERDALE 1915 WALNUT ST 172923320044	Residential (1)	6.55	25%	\$13.90	\$22.77

3481.89

Total Assessment Value **\$12,309.23**
City of Lauderdale Assessments **\$3,859.21**
Net Assessment Value **\$8,450.02**

NOTES:

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- (3) CORNER LOT - LONG SIDE: ASSESS 25% OF FF
- (4) CORNER LOT - SHORT SIDE: ASSESS 100% OF FF

Final Assessments
Additional Services
2019 Infrastructure Improvements
November 2019

Location ID	Address Property Owner PID	Property Type	Fence Replacement	Sewer Service	Water Service	Assessment Amount
1.	ROLAND W KARJALAHTI 1703 EUSTIS ST 172923330087	Residential		\$ 3,101.01	\$ 1,154.17	\$4,255.18
2.	CITY OF LAUDERDALE 1795 EUSTIS ST 172923330001	Residential		\$ -	\$ 6,757.48	\$6,757.48
3.	SCHUMACHER HOLDINGS, LLC 1825 EUSTIS ST 172923320124	Residential		\$ -	\$ 1,240.84	\$1,240.84

Total Assessment Value \$12,253.50

November 4, 2019

Heather Butkowski
City of Lauderdale
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113
heather.butkowski@lauderdalemn.org

Re: Written Objection to Proposed Special Assessment

Dear Ms. Butkowski,

I am the Manager of Lauderdale Property, LLC a Minnesota limited liability company ("Lauderdale"). Lauderdale is the owner of the property located at 2421 Larpenteur Avenue, Lauderdale, MN ("Lauderdale Property").

I received notice on October 15, 2019 that there was a proposed assessment for the improvement of Eustis Street between Larpenteur Avenue and Roselawn Avenue, and Roselawn Avenue between Fulham Street and the T.H. 280 right-of-way. The hearing on this proposed assessment is scheduled for November 12, 2019.


This letter shall serve as Lauderdale's written objection to the amount of the proposed special assessment levied against the Lauderdale Property, the allocation of the assessment among the affected property owner, and the City as a whole, and the lack of special benefit to the Lauderdale Property.

The amount of the proposed assessment does not bear a direct relationship to the value of the benefits the Lauderdale Property allegedly receives. There is no increase in the market value of the Lauderdale Property as a result of the proposed improvement equal to the amount of the assessment.

On behalf of Lauderdale, I reserve the right to appeal any levied special assessment to the District Court.

I will attend the November 12, 2019 City Council Meeting.

Sincerely,



Anthony C. Rammer, Manager
Lauderdale Property, LLC

Heather Butkowski

From: HARVEY SKOW <hskow43@comcast.net>
Sent: Monday, November 4, 2019 11:31 PM
To: Heather Butkowski; Shannon Bakken; Cory Skow
Subject: Assessments

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

Heather, please forward this to the Council.

I don't believe that my property should be assessed for the Roselawn Ave. "mill and overlay". I don't believe the market value of my property is increased by this project and since I have no access to Roselawn Ave there is no "benefit" to my property, no more than any other member of the traveling public.

Mill and overlay is defined as a Maintenance technique and the City's Assessment Policy states that "Maintenance improvements are not assessable costs."

I realize that the City can and will do what it wants regardless of definitions and written policy, but in my opinion no properties should be assessed for this project because it is "maintenance".

A "mill & overlay" is a street maintenance technique that requires the removal of the top layer (2") of a street by the grinding action of a large milling machine. After the top layer is removed, a new layer of bituminous pavement is put in its place.

Bituminous Surfacing Patching - Repair or replacement of existing bituminous surfacing or portions of surfacing which has deteriorated.

1. *Assessable Costs*. Maintenance improvements are not assessable costs.

If you are inclined to ignore the definition and Policy please consider the following regarding assessments to my property.

Percent of lot covered by easement; 0.01143635. Assuming a lot value of \$10,000 that's a \$114.36 decrease in property value for the illegal taking of my property for alley easement. I paid assessments for the City to take my property. How does this benefit my property?

The City took 4.4' of the 69' of my "frontage". My assessable "frontage" should be reduced by that amount. $65/69 \times 239.85$ equals 225.90.

I would be agreeable to an assessment of \$223.90-\$114.36 or \$109.54. In turn for your consideration I will not advocate for the other property owners who should not be assessed.

Thank You

Harvey A. Skow

1931 Carl St.

For Shannon (Bakken)Skow & Cory Skow

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CITY OF LAUDERDALE – SPECIAL ASSESSMENT POLICY MANUAL

SECTION 1: GENERAL POLICY STATEMENT

The purpose of this special assessment policy (hereinafter, the “Policy”) is to set forth a guide of policies and procedures to be followed by the City of Lauderdale (hereinafter, the “City”) in making public improvements and charging special assessments to finance such public improvements.

Minnesota Statutes, chapter 429, provides that a municipality shall have the power to make certain public improvements, including but not limited to, sanitary sewers, storm sewers, water source and distribution facilities, street improvements including grading, curb and gutter, surfacing, sidewalks and street lighting. The various procedures that a municipality must follow in regards to financing public improvements are well-defined within the law.

The special assessment is a device used to finance public improvements that benefit a particular neighborhood or area. The beginnings of use of the special assessment dates back over three hundred years. It has now grown to be an essential and reliable source of municipal public improvement project funding.

A. CHARACTERISTICS, CRITERIA, AND APPLICATIONS

Special assessments are defined by three distinct characteristics:

1. They are compulsory charges used to finance particular public improvement programs.
2. The special assessments are charged only against those particular parcels of property deemed to receive some special benefit from the program.
3. The amount of the assessment bears some relationship to the value of the benefits received.

Special assessments reflect the influence of a specific public improvement on the value of selected property. No matter what method the City uses to establish the amount of the assessment, the real measure of benefit is the increase in the market value of the land because of the improvement. Under the special benefit test, special assessments are presumptively valid if:

1. The land receives a special benefit from the public improvement.
2. The amount of the assessments does not exceed the special benefit.
3. The assessment is uniform in relation to the same class of property within the assessment area.

In theory, special assessments are frequently regarded as more equitable than property taxes because a direct benefit is received from the improvements undertaken. Also, special assessments are only imposed on real estate, and they are never levied upon personal and/or movable property.

Special Assessments have three important applications:

1. *Financing New Improvements.* The assessments are frequently used to finance new public improvements, such as the opening and surfacing of streets, installation of utility lines, construction of curb and gutter, and the provision of street lighting.
2. *Financing Redevelopment.* When commercial and residential neighborhoods are confronted with deterioration, special assessments can be utilized in a variety of ways to good advantage to redevelop and revitalize an area.
3. *Financing Major Infrastructure Maintenance Programs.* Large-scale repairs and maintenance operations on streets, sidewalks, sewers and other public facilities can and often should be financed with special assessments.

SECTION 2: INTENT

The policies contained in this document establish and delineate a procedure for undertaking public improvements and levying special assessments pursuant to state law. This Policy should be viewed as a starting point for conducting assessments for public improvement projects. When an improvement conveys special benefit to properties in a definable area, the City may levy special assessments on those benefited properties to finance such improvements. It shall be the policy of the City that the amount of the assessment for public improvements should not exceed the special benefit to the property. The City will use this Policy to insure that assessments have a reasonable relationship to benefits. Public improvements include the construction and reconstruction of streets, sidewalks, storm sewer, sanitary sewer, water works, street lighting, or any other public improvements allowed under state law.

When applying this Policy, the City Council reserves the right to adjust the Policy so as to achieve a more fair or equitable distribution of special assessments. This may occur in the event that the literal application of the provisions outlined herein would result in an inadequate distribution of special assessments. Additionally, the City Council reserves and maintains the right to exercise any rights related to special assessments that are otherwise authorized by state law. This Policy should not be interpreted to limit or curtail any of those rights.

Finally, it should be noted that any errors or omissions in this Policy are not to be held against the City.

SECTION 3: GENERAL ASSESSMENT POLICY

A. TYPES OF IMPROVEMENTS

This Policy shall apply only to those public improvements allowable under Minnesota Statutes, chapter 429. Those public improvements include, but are not limited to, the following:

- Street Improvements; including curb, gutter, grading, graveling, and surfacing
- Sanitary sewer system improvements
- Water utility system improvements
- Storm sewer and drainage systems
- Planting, trimming, care and removal of trees
- Sidewalks
- Street lighting systems
- Service charges that are unpaid for the cost of rubbish removal from sidewalks, weed elimination, and the elimination of public health or safety hazards, upon passage of appropriate ordinances.

B. INITIATION OF IMPROVEMENTS

The initiation of public improvement projects may occur in one of three ways:

1. *Petition of not less than 35% of property owners.* An improvement project can begin with a signed petition by the owners of not less than 35% of the frontage of the real property abutting the proposed improvements. This improvement can only be ordered after a public hearing.
2. *Petition of 100% of property owners.* An improvement project can begin with a signed petition by the owners of 100% of the frontage of the real property abutting the proposed improvements. This improvement does not require a public hearing, and may be ordered by the City Council by a simple majority vote if the petitioning property owners agree to pay 100% of the costs of the improvements.
3. *City Council Initiation.* No petition is needed. This improvement can only be ordered after a public hearing. The resolution ordering the improvement must be adopted by a four-fifths (4/5) vote of the City Council.

A complete outline of the public improvement process is provided in Section 9 of this Policy.

C. GENERAL DEFINITIONS

1. *Project Cost.* The “project cost” of an improvement shall be deemed to include the costs of all necessary construction work required to accomplish the improvement, including expenses incurred or to be incurred in making the improvement that includes engineering, consulting, legal, administration, financing, easements, right-of-way acquisition, and other contingent costs.
2. *City Cost.* Where the project cost of an improvement is entirely attributable to the need for service to the areas served by said improvement, or whereas unusual conditions beyond the control of the property owners in the area served by the improvement would result in inequitable distribution of special assessments, the City, through the use of other funds, may negotiate such “city costs” which, in the opinion of the City Council, represents those costs not directly attributable to the area served.
3. *Assessable Cost.* The “assessable cost” of an improvement shall be defined as those costs which, in the opinion of the City Council, are attributable to the need for service in the areas served by the improvement and are not in excess of the special benefit conveyed to the property by the improvements.
4. *Use of Other Funds.* If financial assistance is received from the federal government, from the State of Minnesota, or from any other source to defray a portion of the cost of a given improvement, such aid will first be used to reduce the City cost of the improvement.
5. *City Property.* City-owned property, including municipal building sites, parks, nature areas, but not including public streets and alleys shall be regarded as being assessable on the same basis as if such property was privately owned.
6. *Application of Policy.* In the event the literal application of the provisions outlined in this Policy would result in an inadequate distribution of special assessments, in the sole discretion of the City Council, the City Council reserves the right to adjust its application so as to achieve a more equitable distribution. Such adjustment may be based on current or anticipated land use.

SECTION 4: METHOD OF ASSESSMENT

A. DEFINITIONS

The assessable costs of a public improvement shall be distributed among the affected property owners according to the methods outlined in this section. The following shall apply in determining assessable costs:

1. Adjusted front footage shall be expressed to the nearest foot.
2. Measures of dimension, distance, or size shall be based on recorded platting data, wherever possible.

B. FRONT FOOTAGE METHOD

Public improvement costs are commonly distributed according to the “adjusted front footage” of a taxable parcel. In this method, the City determines a rate of assessment per front foot. The result is an assessment that applies to each parcel as follows:

$$\text{Assessment} = \text{Assessment rate per front foot} \times \text{parcel's adjusted front footage}$$

Because individual parcels can differ considerably in shape and area, the following procedures will be used to calculate what the adjusted front footage is for particular parcels.

1. *Rectangular Interior (Standard) Lots.* For rectangular interior lots, the footage equals the dimension of the side of the lot abutting the public improvement.
2. *Cul-de-sac Lots.* For cul-de-sac lots, footage equals the lot width at the building setback line abutting the public improvement.
3. *Curved Frontage Lots.* For other lots with curved frontage, footage equals the dimension of the side of the lot abutting the public improvement.
4. *Corner Lots.* When street improvements are made abutting both sides of a corner lot, 100 percent (100%) of the adjusted front footage of the shorter side will be assessed and 25 percent (25%) of the adjusted front footage of the longer side will be assessed. The length of the property sides and not the orientation of the principal building shall determine the adjusted front footage in this case. The shorter property side shall be considered the principal side.

When public improvements are made to only one side of a corner lot where the longer side of the lot is affected, 25 percent (25%) of the adjusted front footage of said longer side will be assessed.

4. *Double Frontage Lots.* A lot with access to two separate non-intersecting or intersecting streets but not a corner lot may be assessed for any street improvement that it has direct access to, according to the formulas provided herein.

C. AREA METHOD

Assessments may be distributed according to the gross area of the benefited lot or parcel. The assessable area shall be expressed in terms of the number of acres or the number of square feet subject to assessment.

$$\text{Assessment} = \text{Assessment rate per acre or sq. ft.} \times \text{area to be assessed (acres or sq. ft.)}$$

Where appropriate, an allowance will be made for streets. When the area is platted, a deduction will be made for the actual and proposed street right-of-way. For unplatted land with no streets platted or proposed, a deduction of 20% of the gross acreage applies as a street credit.

D. UNIT/WEIGHTED LOT METHOD

When the City Council determines that the assessable cost would be more equitably distributed on a unit basis, all lots will be reviewed for conformity and a standard lot size will be determined. Any lot that could be divided to form more than one lot shall be given a weighted lot or residential equivalent unit. Each residential equivalent unit shall be charged with one assessment charge.

New subdivisions will generally use the unit/weighted lot method for all improvements.

Again, special assessments reflect the influence of a public improvement on the value of the property benefited. No matter what method the City uses to establish the amount of an assessment, the measure of benefit is the increase in the market value of the land because of the improvement, and special assessments cannot exceed that amount.

SECTION 5: STREET IMPROVEMENTS

A. NEW STREET CONSTRUCTION

Street construction is defined as the initial installation of a permanent street into an area, consisting of the necessary grading, base, hard surfacing (bituminous or concrete), and curb and gutter.

1. *Policy.* Street construction will occur only after all utilities and utility service lines have been installed to serve each known and assumed location. No street construction shall be approved for less than both sides of a street except as necessary to complete the improvement of a block that has previous partial completion.
2. *Method of Assessment.* The assessable costs for street construction shall be distributed among benefited properties on an adjusted front footage or unit basis.

3. *Assessable Cost.* The assessable cost equals 100 percent of the entire project cost for the street construction including intersections, alley openings, and street openings, subject to the special benefit standard.

B. STREET RECONSTRUCTION AND RESURFACING

Street reconstruction and resurfacing is defined as the rehabilitation of an existing street. Street reconstruction and resurfacing projects shall include, but are not limited to, the following:

- *Rehabilitation of an existing street:* Reconstruction of an existing street including but not limited to grading, drainage, curb and gutter and hard surfacing.
- *Cold in place recycling and repaving (CIR/Repaving):* Recycling of existing deteriorated pavements by pulverizing, mixing with new asphaltic oils and compacting in place. New paving materials are then placed over the cold recycled pavement similar to a standard overlay.
- *Bituminous Overlay:* Placement of an additional bituminous layer, generally one to two inches thick, over an existing bituminous surfaced street.
- *Concrete Pavement Restoration:* Replacement of existing concrete panels which have deteriorated, mud jacking panel to improve rideability, and the filling of joints and cracks with a petroleum-based material to eliminate flow of water to the base below the surface.
 1. *Method of Assessment.* The assessable costs for street construction shall be distributed among benefited properties on an adjusted front footage basis. The front footage assessment rate shall be determined by dividing the project cost by the total number of adjusted front feet in the project area x the individual adjusted front footage. The assessments per adjusted front foot may vary depending on the underlying zoning of a parcel.
 2. *Assessable Cost.* The assessable cost equals 100 percent of the entire project cost for street reconstruction and resurfacing, subject to the special benefit standard.
 3. *Front Foot Maximum.* For single-family residential units and duplexes, the maximum amount of footage to be assessed for individual adjusted front footage for each parcel or lot shall be eighty (80) feet.

C. MAINTENANCE

Maintenance is a cost-effective measure to extend the useful street life of a particular roadway and to delay street reconstruction needs. Maintenance projects shall include but are not limited to the following:

- *Crack Sealing* - Placement of petroleum-based material in the cracks of a bituminous surfaced street for the purpose of eliminating the flow of water from the surface to the aggregate base material below.
- *Bituminous Seal Coating* - Placement of petroleum-based material and aggregate on an existing bituminous surfaced street for the purpose of filling cracks and covering mild wear.
- *Bituminous Surfacing Patching* - Repair or replacement of existing bituminous surfacing or portions of surfacing which has deteriorated.

1. *Assessable Costs.* Maintenance improvements are not assessable costs.

D. APPURTENANCES

Appurtenances are items such as sidewalks, street lighting, or trees that are often encountered during street improvement projects.

1. *Policy.* Appurtenances to new street construction, street reconstruction or resurfacing projects shall be included in the cost of the street improvement project and assessed according to those methods and policies. Appurtenances constructed or provided separate from new street construction, street reconstruction or resurfacing projects shall be assessed up to 100 percent of the entire project cost, subject to the special benefit standard.

SECTION 6: SANITARY SEWER AND WATER IMPROVEMENTS

A. SANITARY SEWER AND WATER - MAINS AND TRUNKS

Repair and replacement of sanitary sewer or water mains are usually done in conjunction with a street improvement project, when needed.

1. *Assessable Costs.* New Sanitary sewer and water main improvements may be assessed up to 100 percent, subject to the special benefit standard. Replacement sanitary sewer and water main improvements are not assessable costs.

B. SANITARY SEWER AND WATER - INDIVIDUAL SERVICES

All individual service lines from buildings to the City's mains are the responsibility of the property owner. However, the City may maintain, improve, or replace, if necessary, said individual service lines between the individual property line and the City's mains in the public right-of-way.

1. *Assessable Cost.* Costs to repair or replace individual sanitary sewer lines and individual water service lines between the individual property line and the City's main are assessable up to 100 percent, subject to the special benefit standard.

SECTION 7: STORM SEWER SYSTEM IMPROVEMENTS

Storm drainage and ponding/basin systems are usually constructed to serve a specific drainage or "watershed" area. The cost of storm system and drainage improvements shall not be assessed pursuant to this Policy. The City has established a Storm Water Drainage Utility (City Code 8-3-1). Although the revenues collected for this Utility are intended to fund the general operating costs of the storm and drainage system, along with capital improvements associated with this overall system, costs for these types of projects may also be assessed up to 100 percent, subject to the special benefit standard.

SECTION 8: SUPPLEMENTAL ASSESSMENT GUIDELINES

A. SUPPLEMENTAL ASSESSMENT AND REASSESSMENT

The City Council may, subject to legal notice and hearing requirements, make supplemental assessments to correct omissions, errors, or mistakes in the relating to the total cost of a public improvement or any other particular item. If an assessment is set aside by a court for any reason or if the Council finds that the assessment or any part of it is excessive or determines on the advice of the City Attorney that it is or may be invalid for any reason, the Council may upon notice and hearing as required for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

B. PRELIMINARY PLAT CONSIDERATION

Land could be considered for assessment based on preliminary plat consideration. The consideration will occur only when the following scenario exists:

1. The City Council has approved the preliminary plat; and
2. A public hearing ordering the improvement project has not yet occurred.

In the event this exists, assessment frontages may be calculated based upon the proposed lot configuration within the preliminary plat. Road right-of-way within the proposed street alignment will not be subject to assessment

C. TAX-EXEMPT PROPERTY

Other than land under City ownership, there are two categories of tax exempt property. Said properties are to be assessed as follows:

1. State land is subject to assessment based upon procedures set forth in Minnesota Statutes, section 435.19, subd. 2.
2. County land and land owned by all other local taxing jurisdictions is subject to assessment and shall be assessed in the same manner as if it were privately owned, subject to the limitations set forth in Minnesota Statutes, section 435.19, subd. 1.

D. COMMERCIAL PROPERTY

All aspects of this Policy apply to commercial property, including properties that are otherwise tax-exempt, including without limitation, religious, charitable, and educational institutions.

E. MULTIPLE DWELLING UNITS

Multiple dwelling units are defined for the purposes of this Policy as those that consist of five or more dwelling units. All aspects of this Policy apply to multiple dwelling units.

F. TOWNHOUSES AND CONDOMINIUMS

All aspects of this Policy apply to townhouses and condominiums.

G. TAX FORFEITURE ASSESSMENTS

When a parcel of tax forfeited land is returned to private ownership, and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the City may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the remaining unpaid on the original assessment.

H. NEW DEVELOPMENTS AND SUBDIVISIONS

The public improvement costs of new subdivisions shall be the sole responsibility of the property developer except consideration shall be given for assessing any other properties that receive special benefit from the improvements.

I. ASSESSMENT OF NON-CITY ROADS

The City reserves the right to assess its share of county road projects to properties along county roads in the same manner as city streets are assessed.

SECTION 9: LOCAL IMPROVEMENT PROCESS

A. INITIATION OF PROCEEDINGS

Improvement project proceedings may be initiated in any one of the three (3) following ways:

- Petition by not less than thirty five percent (35%) of the affected property owners determined by front footage.
- Petition by 100% of the affected property owners.
- By order of the City Council.

B. PROCEDURAL STEPS FOR PROJECTS WHICH ARE NOT 100% PETITIONED

An improvement project that is initiated by action of the City Council or by a 35% petition may be ordered only after a public hearing. The following are the procedural steps that must be followed by the City Council prior to the ordering of an improvement if it is not initiated by a 100% petition.

1. *Feasibility Report.* Prior to adopting a resolution calling a public hearing on an improvement, the City Council must secure from the City Engineer or some other competent person of its selection a preliminary report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended.

[See "Resolution Ordering a Preparation of Report" - Form 4A, LMC Special Assessment Toolkit]

2. *Resolution Calling Public Hearing.* The City Council must adopt a resolution calling a public hearing on the improvement project. Mailed and published notice of the hearing must be given as described in the next paragraph below. The notice of public hearing must include the following information:
 - a.) the time and place of the public hearing;
 - b.) the general nature of the improvements;
 - c.) the estimated costs; and
 - d.) the area proposed to be assessed

[See "Resolution Receiving Feasibility Report and Calling Hearing on Improvement" - Form 5, LMC Special Assessment Toolkit]

3. *Mailed Notice of Hearing to Property Owners Proposed to be Assessed.* Not less than ten (10) days before the hearing, the notice of hearing must be mailed to the

owner of each parcel in the area proposed to be assessed. For purposes of determining who is to receive notice, the owners of the property are those shown on the records of the county auditor. For property that is tax exempt or subject to taxation on a gross earnings basis and not listed on the records of the county auditor, the owners may be ascertained by any practicable means.

[See "Notice of Hearing on Improvement" - Form 6, LMC Special Assessment Toolkit]

4. *Published Notice of Hearing.* The notice of public hearing must be published in the city's legal newspaper at least twice, each publication being at least one week apart, with the last publication occurring at least three days prior to the hearing.
5. *Resolution Ordering the Improvement.* The resolution ordering the improvement must be adopted within six months of the date of the public hearing by a four-fifths vote of the City Council, unless the improvement was initiated by a thirty-five percent (35%) petition, in which event it may be adopted by a majority vote. The resolution may reduce, but not increase, the extent of the improvement as stated in the notice.

[See "Resolution Ordering Improvement and Preparation of Plans" - Form 7, LMC Special Assessment Toolkit]

C. PROCEDURAL STEPS FOR 100% PETITIONED PROJECTS

Improvement projects, which are initiated by a 100% petition, may be ordered by the City Council without a public hearing if the petitioning property owners agree to pay 100% of the costs of the improvements. If any portion of the cost of the improvements including issuance costs of the bonds, such as discount, capitalized interest and legal fees, are not included in the amount assessed, but are to be repaid by an ad valorem property tax levy, a public hearing must be held.

The following are the procedural steps for a 100% petitioned project:

1. *Petition.* The City Council must receive a petition which is both signed by all of the owners of the real property abutting any street named as the location of the improvement, and states that they agree to pay 100% of the cost of the improvements.

[See "Petition for Local Improvement (100 percent of property owners)" – Form 1, LMC Special Assessment Toolkit]

2. *Resolution Determining Sufficiency of Petition and Ordering Improvement.* Upon receipt of the 100% petition, the City Council must determine that it has been signed by 100% of the owners of the affected property, and that they have agreed

to pay 100% of the costs of the improvements. After making this determination, the project may be ordered without a public hearing.

D. ISSUANCE OF BONDS

At any time after the City Council has ordered the improvements, the City Council may issue its general obligation bonds to finance the cost of the improvements in accordance with state law. In the event of any omission, error or mistake in any of the proceedings precedent to the ordering of the improvements, state law provides that the validity of the bonds will not be affected by such deficiencies. However, deficiencies in these proceedings may result in property owners successfully appealing the special assessments levied against their property.

E. LETTING CONTRACTS

1. *Ordering Plans and Specifications.* After the ordering of an improvement project, the City Council must order the preparation of plans and specifications. This may be included as part of the resolution ordering the improvement.

[See "Resolution Ordering Improvements and Preparation of Plans" - Forms 7 and 7A, LMC Special Assessment Toolkit]

2. *Advertisement for Bids.* If the estimated cost of the improvement exceeds \$175,000, bids must be advertised for in the legal newspaper and such other papers and for such length of time as the City Council deems desirable. If the estimated cost of the improvement exceeds \$350,000, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The notice must contain the following information:

- a.) the work to be done;
- b.) the time when the bids will be publicly opened for consideration by the City Council, which must not be less than ten (10) days after the first publication of the advertisement when the estimated cost is less than \$350,000, and not less than three (3) weeks after publication in all other cases; and
- c.) a statement that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the City Council may specify.

[See "Resolution Approving Plans and Specifications and Ordering Advertisement for Bids" - Form 9, LMC Special Assessment Toolkit]

3. *Award of Contracts.* The City Council must either award the contract to the lowest responsible bidder or reject all bids. The contract must be awarded no later than one year after the adoption of the resolution ordering the improvement, unless the resolution ordering improvement specifies a different time limit.

[See "Resolution Accepting Bid" - Form 20, LMC Special Assessment Toolkit]

If :

- a.) the initial cost of the entire work does not exceed \$175,000;
- b.) if no bid is submitted after advertisement; or
- c.) if the only bids are higher than the engineer's estimate;

the City Council may purchase the materials and order the work done by day labor or in any manner it deems proper. If the estimated cost exceeds \$25,000, the work must be supervised by the City Engineer or some other registered engineer.

F. SPECIAL ASSESSMENT PROCEDURES

The cost of any improvement undertaken in accordance with the procedures set forth in Chapter 429 may be specially assessed, in whole or in part, upon property benefited by the improvement, whether or not the property abuts on the improvement. The area to be assessed may be less than, but not more than, the area proposed to be assessed as stated in the notice of public hearing on the improvement.

1. *Resolution Determining Amount to be Specially Assessed.* After the expense incurred or to be incurred in the completion of an improvement has been calculated, the City Council must determine the amount it will pay and the amount to be specially assessed.

[See "Resolution Declaring Cost to be Assessed and Ordering the Preparation of the Proposed Assessment" - Form 12, LMC Special Assessment Toolkit]

The City Clerk, with the assistance of the engineer or other qualified person, must calculate the amount to be specially assessed against every parcel of land. The assessment roll must be filed with the City Clerk and available for public inspection.

2. *Resolution Calling Public Hearing on Assessments.* A public hearing on the special assessments must be held following published and mailed notice thereof as described below.

[See "Resolution for Hearing on Proposed Assessment" – Form 13, LMC Special Assessment Toolkit]

The notice of public hearing must include the following information:

- a.) date, time, and place of the meeting;
 - b.) the general nature of the improvement;
 - c.) the area proposed to be assessed;
 - d.) the total amount of the proposed assessment;
 - e.) that the assessment roll is on file with the City Clerk;
 - f.) that written or oral objections will be considered;
 - g.) that no appeal may be taken as to the amount of the assessments unless a written objection signed by the affected property owner is filed with the City Clerk prior to the hearing or presented to the presiding officer at the hearing;
 - h.) that the owner may appeal the assessment to the district court by serving notice on the Mayor or City Clerk within thirty (30) days after the adoption of the assessment and filing notice with the court within ten (10) days after service upon the Mayor or City Clerk; and
 - i.) any deferment procedures established by the City Council for senior citizens.
3. *Published Notice.* The notice of the assessment hearing must be published in the legal newspaper at least once, not less than two weeks prior to the hearing.
4. *Mailed Notice.* The City Clerk must mail notice of the assessment hearing to the owner of each parcel described in the assessment roll at least two weeks prior to the hearing. For purposes of determining who is to receive notice, the owners of the property are those shown on the records of the county auditor. For property that is tax exempt or subject to taxation on a gross earnings basis and not listed on the records of the county auditor, the owners may be ascertained by any practicable means. The mailed notice must also include, in addition to the information required to be in the published notice, the following information:
- a.) the amount to be specially assessed against that particular lot, piece, or parcel of land;
 - b.) adoption by the City Council of the proposed assessment may be taken at the hearing;
 - c.) the right of the property owner to prepay the entire assessment and the person to whom the prepayment must be made;
 - d.) whether partial prepayment of the assessment has been authorized by ordinance;
 - e.) the time within which prepayment may be made without the assessment of interest; and

- f.) the rate of interest to accrue if the assessment is not prepaid within the required time period.

[See “Notice of Hearing on Proposed Assessment” – Form 14, LMC Special Assessment Toolkit]

[See “Affidavit of Mailing Assessment Hearing Notice” – Form 14-Opt, LMC Special Assessment Toolkit]

5. *Adoption of Assessments.* At the hearing or any adjournment thereof, the City Council may adopt the assessments as proposed or adopt the assessments with amendments. If the adopted assessment differs from the proposed assessment, the City Clerk must mail the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes in interest rates or prepayment provisions from those contained in the notice of the proposed assessment.

[See “Resolution Adopting Assessment” - Form 15, LMC Special Assessment Toolkit]

6. *Transmittal of Assessments to the County Auditor.* After the adoption of the assessment, the City Clerk must transmit a certified duplicate copy of the assessment roll to the county auditor.

[See “Certificate to the County Auditor” - Form 17, LMC Special Assessment Toolkit]

In the alternative, the City Council may direct the City Clerk to file the assessment roll in the Clerk’s office and to certify annually to the county auditor, on or before October 10th in each year, the total installments of principal and interest thereon to become due in the following year. With the certification of the assessments to the county auditor, the procedures under Minnesota Statutes, chapter 429 are complete.

[See “Alternative Certificate to the County Auditor – Annual Certification” - Form 17-Alt, LMC Special Assessment Toolkit]

SECTION 10: SPECIAL ASSESSMENTS FOR CURRENT SERVICES

The City Council may provide for the collection of certain service charges as a special assessment against the property benefiting from the service. Special charges that may be assessed include, but are not limited to, those provided in Minnesota Statutes, section 429.101.

SECTION 11: CONDITIONS OF PAYMENT OF ASSESSMENTS

Minnesota Statutes, chapter 429, provide the City with considerable discretion in establishing the terms and conditions of payment of special assessment by property owners. Chapter 429 does establish two precise requirements regarding payment. First, the property owner has thirty (30) days from the date of adoption of the assessment roll to pay the assessment in full without interest charged (429.061, subd. 3). Second, all assessments shall be payable in equal annual installments extending over a period not exceeding thirty (30) years from the date of adoption of the assessment roll (429.061, subd. 2). The conditions of payment established in this section follow the requirements of Chapter 429 and seek to balance the burden of payment of the property owner with the financing requirements imposed by debt issuance.

A. TERMS OF ASSESSMENT

The City shall collect payment of special assessments in equal annual installments of principal for the period of years indicated from the year of adoption of the assessment roll by the following types of improvements:

- | | |
|---|-------------|
| • Sanitary Sewer System Improvements | 10-25 years |
| • Water System Improvements | 10-25 years |
| • Street System Improvements (street, alley, curb and gutter) | 10-25 years |
| • Appurtenances | 10-25 years |
| • Improvement District | 5-10 years |

In some cases, improvements that are undertaken could warrant longer or shorter terms. For example, a separate sidewalk improvement may be assessed over a five (5) year period because the costs may be nominal. Also, some major reconstruction projects with several types of improvements could lead to a very high assessment that could create a financial hardship if assessed over a ten (10) year term. A thirty (30) year term could be appropriate in this case. In any event, the assessment term should never exceed the potential life of the improvement.

B. INTEREST RATE

The City most often finds itself required to issue debt in order to finance improvements. Such debt requires that the City pay an interest cost to the holders of the debt with such interest cost varying on the timing, bond rating, size and type of bond issue. In addition, the City experiences problems with delinquencies in the payment of assessment by property owners or the inability to invest prepayments of assessments at an interest rate sufficient to meet the interest cost of the debt. These situations create immediate cash flow problems in the timing and ability to make scheduled bond payments.

Therefore, for all projects financed by debt issuance, the interest rate charged on assessments shall be 2% greater than the interest on the bonds issued. For projects financed internally, the interest rate charged on assessments shall be 2% greater than the current investment rate.

C. PREPAYMENT AND ASSESSMENT CERTIFICATION

1. *Partial Prepayment.* After the adoption by the City Council of the assessment roll in any local improvement proceeding, the owner of any property specially assessed in the proceeding may, prior, to the certification of the assessment of the first installment to the County Auditor, pay to the City any portion of the assessment. The remaining unpaid balance shall be spread over the period of time established by the Council for installment payment of the assessment.
2. *Certification of Assessments.* After the adoption of any special assessment by the City Council, the City Clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the County Auditor on an annual basis to be extended on the proper tax lists to the County.

SECTION 12: HARDSHIP DEFERRALS

Minnesota Statutes chapter 435.193, allows the City, in its sole discretion, to defer the payment of any assessment for any homestead property owned by (1) a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments; or (2) a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service for whom it would be a hardship to make the payments.

A. POLICY

In determining whether or not a person is eligible for deferral hereunder, the following criteria are established:

1. *Effective Date.* Deferrals are only available for special assessments levied after the date of the Policy.
2. *Application.* Special assessment hardship deferral applies to qualifying special assessments against all properties classified as "homestead" pursuant to Minnesota Statutes, chapter 273.
3. *Hardship Defined.* It shall be presumed that a hardship exists if:
 - (a) the annual assessment installment exceeds 1 percent (1%) of the previous year's total adjusted gross incomes, for Federal Income Tax purposes, for all owners of the property. In no event shall "total adjusted gross income" include Social Security benefits, railroad retirement benefits, retirement benefits attributable to employee contributions, disability benefits, personal injury awards or workmen's compensation payments; and
 - (b) all owners of the property verify, under oath, that they meet the criteria for establishing a hardship by completing an application provided by the City;

4. *Exceptional Cases.* In cases where exceptional and unusual circumstances exist, the City Council may determine that a hardship exists despite the fact the other requirements as defined in this section do not exist. Such cases shall be decided by the City Council on a case-by-case basis.

B. INTEREST

Interest will be charged on any assessment deferred pursuant to this Policy at a rate equal to the rate charged on other assessments for the particular public improvement project that the assessment is financing.

C. TERMINATION OF DEFERMENT

The option to defer the payment of special assessments pursuant to this Policy shall terminate and all installment amounts previously deferred, plus applicable interest, shall become due upon the occurrence of any of the following events:

- Request of the property owner
- Death of the property owner if any surviving owner is otherwise not eligible for the deferral
- Sale, transfer, or subdivision of the property or any part thereof
- The City determines that the hardship no longer exists
- The property, for any reason, loses its homestead status

SECTION 13: FINANCING

A. AUTHORITY

At any time after one or more improvements are ordered, the City Council may issue obligations in such amount as it deems necessary to defray in whole or in part the costs incurred and estimated to be incurred in making the improvements.

B. TYPES OF OBLIGATIONS

Obligations used to finance public improvement projects are called improvement bonds. The proceeds from the sale of the improvement bonds are used to fund project costs. The improvement bonds are then paid off as the funds become available through collection of special assessments and any taxes levied for that purpose. Improvement bonds carry the City's general obligation pledge.

C. METHOD OF ISSUANCE

All improvement bonds shall be issued in accordance with the provisions of Minnesota Statutes, chapter 475. If twenty percent (20%) or more of the cost of the improvement or improvements is to be assessed against benefited properties, no election is required prior to issuing the improvement bonds and the improvement bonds do not count against the City's statutory debt limit.

D. CONSOLIDATING PROJECT FINANCING

If several public improvements are being carried out at the same time, the City Council reserves the right to consolidate all necessary financings into one improvement project for the purpose of issuing improvement bonds. This election will be made at the time of the public hearing on the improvements.

Signed: Mary Gaasch Date: 1/22/19
 Mayor Mary Gaasch

**Final Assessments
Petition and Waiver Agreements
2019 Infrastructure Improvements
November 2019**

Location ID	Address Property Owner PID	Term	Tree Removal	Fence Replacement	Sewer Service	Water Service	Assessment Amount
1.	M126, LLC 1811 EUSTIS ST 172923320095	2 years / 6.00%	\$ -	TBD	\$ -	\$ -	TBD
2.	BEVERLY A POWELL 1819 EUSTIS ST 172923320096	1 year / 6.00%	\$ -	TBD	\$ -	\$ -	TBD
3.	KEITH P DYRUD 1905 EUSTIS ST 172923320004	5 year / 6.00%	\$ -	\$ -	\$ 3,101.01	\$ 1,125.28	\$ 4,226.29
4.	KAREN S MERRILL 1794 EUSTIS ST 172923340080	5 year / 6.00%	\$ -	\$ -	\$ 3,196.98	\$ -	\$ 3,196.98
5.	THOMAS BROICH AND SHARON KELLY 1814 MALVERN ST 172923320088	2 years / 6.00%	\$ -	TBD	\$ -	\$ -	TBD
6.	PETER G NIELSEN 1844 MALVERN ST 172323320084	3 years / 6.00%	\$ -	TBD	\$ -	\$ -	TBD
7.	ARDIS L BLACK 1848 MALVERN ST 172923320083	3 years / 6.00%	\$ -	TBD	\$ -	\$ -	TBD
8.	GARY D ZOLLNER 1820 CARL STREET 172923310060	3 years / 6.00%	\$ 1,816.00	TBD	\$ -	\$ -	\$ 1,816.00

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date November 12, 2019

ITEM NUMBER Comprehensive Plan Adopt.

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Comprehensive Plan (Comp Plan) was sent to neighboring jurisdictions for review on June 12, 2018. That six-month period ended on December 12, 2018. City staff and Metropolitan Council staff went back and forth amending the document over the summer. Our Plan went through their committee structure and was adopted by the full Metropolitan Council Board on October 9, 2019. This means the City Council can adopt the Plan and put it into effect via the following resolution.

The next step will be to amend our zoning to align with the new Plan. The first step towards that is scheduled for the next meeting when the City Council considers zoning language for the new High Density Residential—Conservation zoning district. Staff will be working towards a plan to amend the entire zoning chapter in the year ahead.

OPTIONS:

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 111219B—A Resolution Adopting the 2040 Lauderdale Comprehensive Plan Update, A Compilation of Policy Statements, Goals, Standards, and Maps for Guiding the Overall Development and Redevelopment of the Local Governmental Unit.

RESOLUTION NO. 111219B

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

RESOLUTION ADOPTING THE 2040 LAUDERDALE COMPREHENSIVE PLAN UPDATE, A COMPILATION OF POLICY STATEMENTS, GOALS, STANDARDS, AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT OF THE LOCAL GOVERNMENTAL UNIT

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, the Lauderdale City Council authorized the review and update of its Comprehensive Plan; and

WHEREAS, the proposed Lauderdale 2040 Comprehensive Plan is a planning tool intended to guide the future growth and development of the city of Lauderdale in a manner that conforms with metropolitan system plans and complies with the Metropolitan Land Planning Act and other applicable planning statutes; and

WHEREAS, the proposed Lauderdale 2040 Comprehensive Plan reflects a community planning process conducted in the years 2016 through 2018 involving elected officials, appointed officials, city staff, community organizations, the public at large, developers, and other stakeholders; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed 2040 Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on June 14, 2018, and the statutory six-month review and comment period has elapsed; and

WHEREAS, the City Council and Steering Committee have considered the proposed 2040 Comprehensive Plan and public comments, and thereafter submitted its recommendations to the Lauderdale City Council; and

WHEREAS, on January 8, 2019, the Lauderdale City Council conducted a public hearing on the proposed 2040 Comprehensive Plan; and

WHEREAS, the Lauderdale City Council approved Resolution No. 012219B authorizing the proposed 2040 Comprehensive Plan to be submitted to the Metropolitan Council for review; and

WHEREAS, at its regular meeting on October 9, 2019, the Metropolitan Council completed its review of the proposed 2040 Comprehensive Plan and found that the Plan meets the requirements of the Metropolitan Land Planning Act; conforms to the metropolitan system plans for transportation (including aviation), water resources, and parks; is consistent with *Thrive MSP 2040*; and is compatible with the plans of adjacent jurisdictions and affected special districts and school districts; and

WHEREAS, the 2040 proposed Comprehensive Plan includes all revisions made during the review process and responds to additional advisory comments that are part of the Metropolitan Council’s actions authorizing the city of Lauderdale to place its proposed 2040 Comprehensive Plan into effect.

NOW THERE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAUDERDALE, MINNESOTA, that the city of Lauderdale’s 2040 Comprehensive Plan is adopted and is effective as of the date of this resolution.

BE IT FURTHER RESOLVED that, pursuant to sections 473.864 and 473.865 of the Metropolitan Land Planning Act, the city of Lauderdale will: (1) review its fiscal devices and official controls; (2) if necessary, amend its fiscal devices and official controls to ensure they do not conflict with the 2040 Comprehensive Plan or permit activity in conflict with metropolitan system plans; and (3) submit amendments to fiscal devices or official controls to the Metropolitan Council for “information purposes.”

The motion of the adoption of the foregoing resolution was duly made by Member _____, and duly seconded by Member _____. Upon vote being taken thereon, the following voted in favor:

And the following voted against the same:

Whereupon this resolution is duly adopted on November 26, 2019.

Mary Gaasch, Mayor

Attest:

Heather Butkowski, City Clerk-Administrator

October 15, 2019

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

RE: **City of Lauderdale 2040 Comprehensive Plan - Notice of Council Action**
Metropolitan Council Review File No. 21980-1
Metropolitan Council District 10, Peter Lindstrom

Dear Ms. Butkowski:

The Metropolitan Council reviewed the City of Lauderdale Comprehensive Plan (Plan) at its meeting on October 9, 2019. The Council based its review on the staff's report and analysis (attached).

The Council found that the City's 2040 Plan meets all Metropolitan Land Planning Act requirements; conforms to the regional system plans including transportation, aviation, water resources management, and parks; is consistent with *Thrive MSP 2040*; and is compatible with the plans of adjacent jurisdictions.

In addition to the Advisory Comments and Review Record, the Council adopted the following recommendations.

1. Authorize the City of Lauderdale to place its 2040 Comprehensive Plan into effect.
2. Revise the City of Lauderdale's forecasts upward as shown in Table 1 of the attached Review Record.
3. Revise the affordable housing need allocation for the City to 64 units.
4. Approve the City of Lauderdale Comprehensive Sewer Plan component of the City's 2040 Comprehensive Plan.

Please consult the attached staff report for important information about the City's next steps. Of particular importance are the Council's actions, listed on page 1, general Advisory Comments listed on page 3, and the specific comments for technical review areas, which are found in the body of the report. The final copy of the Plan needs to include all supplemental information/changes made during the review.

Heather Butkowski, City of Lauderdale
October 15, 2019
Page 2

Congratulations on completing this important project. It was a pleasure to work with the City's staff and consultants throughout the review process.

Sincerely,

A handwritten signature in black ink that reads "Angela R. Torres". The signature is written in a cursive, flowing style.

Angela R. Torres, AICP, Manager
Local Planning Assistance

Attachment

cc: Tod Sherman, Development Reviews Coordinator, MnDOT Metro Division
 Peter Lindstrom, Metropolitan Council District 10
 Eric Wojchik, AICP, Principal Reviewer/Sector Representative
 Raya Esmaeili, Reviews Coordinator

N:\CommDev\LPA\Communities\Lauderdale\Letters\Lauderdale 2040 CPU 21980-1 - Post Council Action.docx

Community Development Committee

Meeting of September 16, 2019

Environment Committee

Meeting of September 24, 2019

For the Metropolitan Council meeting of October 9, 2019

Subject: City of Lauderdale 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 21980-1

Proposed Action

That the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

Recommendations of the Community Development Committee

1. Authorize the City of Lauderdale to place its 2040 Comprehensive Plan into effect.
2. Revise the City of Lauderdale's forecasts upward as shown in Table 1 of the attached Review Record.
3. Revise the affordable housing need allocation for the City to 64 units.

Recommendation of the Environment Committee

1. Approve the City of Lauderdale's Comprehensive Sewer Plan component of the City's 2040 Comprehensive Plan.

Summary of Committee Discussion/Questions

Environment Committee

The Environment Committee unanimously recommended approval of the proposed action at its meeting on September 24, 2019.

Community Development Committee

Senior Planner Eric Wojchik presented the staff's report to the Committee. No representatives from the City of Lauderdale were in attendance. The Community Development Committee unanimously recommended approval of the proposed action at its meeting on September 16, 2019.

Community Development Committee

Meeting date: September 16, 2019

Environment Committee

Meeting date: September 24, 2019

For the Metropolitan Council meeting of October 9, 2019

Subject: City of Lauderdale 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 21980-1

District(s), Member(s): District 10, Peter Lindstrom

Policy/Legal Reference: Metropolitan Land Planning Act (Minn. Stat. § 473.175), Minn. Stat. § 473.513

Staff Prepared/Presented: Eric Wojchik, Senior Planner (651-602-1330)
Angela R. Torres, Local Planning Assistance Manager (651-602-1566)
Kyle Colvin, Engineering Programs, Manager (651-602-1151)

Division/Department: Community Development / Regional Planning
Environmental Services / Technical Services

Proposed Action

That the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

Recommendations of the Community Development Committee

1. Authorize the City of Lauderdale to place its 2040 Comprehensive Plan into effect.
2. Revise the City of Lauderdale's forecasts upward as shown in Table 1 of the attached Review Record.
3. Revise the affordable housing need allocation for the City to 64 units.

Recommendation of the Environment Committee

1. Approve the City of Lauderdale's Comprehensive Sewer Plan.

Advisory Comments

The following Advisory Comments are part of the Council action authorizing the City of Lauderdale to implement its 2040 Comprehensive Plan (Plan).

Community Development Committee

1. As stated in the *Local Planning Handbook*, the City must take the following steps:
 - a. Adopt the Plan in final form after considering the Council's review recommendations as contained in the body of this report.
 - b. Submit one hard copy and one electronic copy of the Plan to the Council. The electronic copy must be submitted as one unified file.
 - c. Submit to the Council a copy of the City Council resolution evidencing final adoption of the Plan.
2. The *Local Planning Handbook* also states that local governments must formally adopt their comprehensive plans within nine months after the Council's final action. If the Council has recommended changes to the Plan, local governments should incorporate those recommended changes into the Plan or respond to the Council before "final adoption" of the comprehensive plan by the governing body of the local governmental unit. (Minn. Stat. § 473.858, subd. 3)
3. Local governments must adopt official controls as identified in their 2040 comprehensive plans and must submit copies of the official controls to the Council within 30 days after the official controls are adopted. (Minn. Stat. § 473.865, subd. 1)
4. Local governmental units cannot adopt any official controls or fiscal devices that conflict with their comprehensive plans or which permit activities in conflict with the Council's metropolitan system plans (Minn. Stat. §§ 473.864, subd. 2; 473.865, subd. 2). If official controls conflict with comprehensive plans, the official controls must be amended within 9 months following amendments to comprehensive plans (Minn. Stat. § 473.865, subd. 3).

Environment Committee

1. The Council-approved Comprehensive Sewer Plan becomes effective only after the Plan receives final approval from the local governmental unit's governing body. After the Plan receives final approval from the City and the Comprehensive Sewer Plan becomes effective, the City may implement its Plan to alter, expand, or improve its sewage disposal system consistent with the Council-approved Comprehensive Sewer Plan.
2. A copy of the City Council resolution adopting its 2040 comprehensive plan, including its Comprehensive Sewer Plan, must be submitted to the Council.

Background

The City of Lauderdale is located along the western border of Ramsey County. It is surrounded by the communities of Roseville, Falcon Heights, St. Paul, and Minneapolis.

The City submitted its 2040 Comprehensive Plan (Plan) to the Council for review to meet the Metropolitan Land Planning Act requirements (Minn. Stat. §§ 473.851 to 473.871) and the Council's 2015 System Statement requirements.

Review Authority & Rationale

Minn. Stat. § 473.175 directs the Metropolitan Council to review a local government's comprehensive plan and provide a written statement to the local government regarding the Plan's:

- **Conformance** with metropolitan system plans
- **Consistency** with the adopted plans and policies of the Council
- **Compatibility** with the plans of adjacent governmental units and plans of affected special districts and school districts

By resolution, the Council may require a local government to modify its comprehensive plan if the Council determines that "the plan is more likely than not to have a substantial impact on or contain a substantial departure from metropolitan system plans" (Minn. Stat. § 473.175, subd. 1).

Each local government unit shall adopt a policy plan for the collection, treatment, and disposal of sewage for which the local government unit is responsible, coordinated with the Metropolitan Council's plan, and may revise the same as often as it deems necessary (Minn. Stat. § 473.513).

The attached Review Record details the Council's assessment of the Plan's conformance, consistency, and compatibility, and is summarized below.

Review Standard	Review Area	Plan Status
Conformance	Regional system plan for Parks	Conforms
Conformance	Regional system plan for Transportation, including Aviation	Conforms
Conformance	Water Resources (Wastewater Services and Surface Water Management)	Conforms
Consistency with Council Policy	<i>Thrive MSP 2040</i> and Land Use	Consistent
Consistency with Council Policy	Forecasts	Consistent, with proposed changes
Consistency with Council Policy	<i>2040 Housing Policy Plan</i>	Consistent
Consistency with Council Policy	Water Supply	Consistent
Consistency with Council Policy	Community and Subsurface Sewage Treatment Systems (SSTS)	Consistent
Compatibility	Compatible with the plans of adjacent and affected governmental districts	Compatible

Thrive Lens Analysis

The proposed 2040 Comprehensive Plan is reviewed against the land use policies in *Thrive MSP 2040*. To achieve the outcomes identified in *Thrive*, the metropolitan development guide defines the Land Use Policy for the region and includes strategies for local governments and the Council to implement. These policies and strategies are interrelated and, taken together, serve to achieve the outcomes identified in *Thrive*.

Funding

The Metropolitan Council awarded the City a Planning Assistance Grant of \$10,000 to complete its 2040 Comprehensive Plan. The first half of this grant was paid to initiate the local planning process. The second half of the grant will be paid after Council authorization of the City's Plan, local adoption, and the City's submittal of final reporting requirements.

Known Support / Opposition

There is no known local opposition to the City's 2040 Comprehensive Plan.

REVIEW RECORD

City of Lauderdale 2040 Comprehensive Plan

Review File No. 21980-1, Business Item No. 2019-253 JT

The following Review Record documents how the proposed Plan meets the requirements of the Metropolitan Land Planning Act and conforms to regional system plans, is consistent with regional policies, and is compatible with the plans of adjacent and affected jurisdictions.

Conformance with Regional Systems

The Council reviews plans to determine conformance with metropolitan system plans. The Council has reviewed the City's Plan and finds that it conforms to the Council's regional system plans for Regional Parks, Transportation (including Aviation), and Water Resources.

Regional Parks and Trails

Reviewer: Colin Kelly, Community Development (CD) - Regional Parks (651-602-1361)

The Plan conforms to the 2040 Regional Parks Policy Plan (RPPP). Ramsey County would be the Park implementing agency for Regional Parks System components in the City of Lauderdale; however, there are no Regional Parks System components in the City. There are no state or federal recreation lands in the City.

Regional Transportation, Transit, and Aviation

Reviewer: Russ Owen, Metropolitan Transportation Services (MTS) (651-602-1724)

The Plan conforms to the 2040 Transportation Policy Plan (TPP). It accurately reflects transportation system components of the TPP and is consistent with Council policies regarding community roles, the needs of non-automobile transportation, access to job concentrations, and the needs of freight.

Roadways

The Plan conforms to the highway system element of the TPP. The only metropolitan highway within the City's boundaries is TH 280. Both the TPP and the Plan reflect no improvements to that road by 2040.

The Plan accurately reflects the regional functional classification map of A-minor arterials (Larpentour is an A-minor Augmentor and Broadway is an A-minor Reliever) and delineates Eustis Street, Como Avenue and Roselawn Avenue as major collectors. The City has no minor collectors.

The Plan identifies all the required characteristics of the City's roadways, including existing and future functional class and existing and forecasted traffic volumes for principal and A-minor arterials. Traffic forecasts on Map 6-4 reflect 2040 model projections produced by the Council in coordination with Ramsey County. These future forecasts are only slightly higher than today's traffic volumes, so there are no plans to widen any roads or reserve right-of-way for future expansions. The City is fully developed with only four areas identified for potential redevelopment, so access points to roads are well established. The City uses MnDOT guidelines to manage access for its roads, and a chart showing those guidelines is included in the Plan. The Plan has sections analyzing roadway safety, system preservation needs and considerations in addressing these needs, and charts showing roadway jurisdiction and number of lanes.

Transit

The Plan shows the City is in Market Area II and defines appropriate transit for that area. It maps the location of existing transit routes (3, 30, and 61) and the



park and ride which is just south of the City limits near Como and Eustis, and describes each route. The Plan also includes discussions of providing safe bike and walk access to transit.

Aviation

The Plan conforms to the aviation system element of the TPP. There is no existing or planned airport within Lauderdale, and currently no structures taller than 200 feet. The Plan does discuss notifying FAA about any tall structures proposed in the future and includes policies that protect regional airspace from obstructions.

Bicycling and Walking

The Plan is consistent with the Bicycling and Pedestrian chapter of the TPP. Figure 6-5 identifies existing bicycle facilities as well as the Regional Bicycle Transportation Network (RBTN) corridor along Como Avenue and two other Tier II corridors that are near the City, but outside its boundaries (a north/south route parallel to Fairview and an east/west corridor north of County Road B.) The map also identifies safety concerns and gaps that may need to be crossed, such as TH 280 and the MN Commercial Railroad tracks. The Plan also has an extensive discussion of pedestrian safety including a list of possible safety improvements.

Freight

The Plan is consistent with freight policies of the TPP. The Plan includes heavy commercial vehicle traffic counts (Map 6-2) for Highway 280, the major truck route within the City. It also identifies the MN Commercial railroad that runs along the western border of the City.

Transportation Analysis Zones (TAZs)

The Plan conforms to the TPP regarding TAZ allocations. The City's TAZ allocations for employment, households, and population appropriately sum to the Council's city-wide forecast totals for all forecast years.

Water Resources

Wastewater Service

Reviewer: Kyle Colvin, Environmental Services (ES) – Engineering Programs (651-602-1151)

The Plan conforms to the 2040 Water Resources Policy Plan (WRPP). The Plan represents the City's guide for future growth and development through the year 2040. It includes growth forecasts that are consistent with the Council's forecasts for population, households, and employment.

Current wastewater treatment services are provided to the City by Metropolitan Council Environmental Services. All wastewater generated within the City is conveyed through Council Interceptors 1-MN-301 and 1-SP-255. All flow is treated at the Council's Metropolitan Wastewater Treatment Plant in St. Paul. The Plan projects that the City will have 1,460 sewer households and 1,160 sewer employees by 2040. The Metropolitan Disposal System with its scheduled improvements has or will have adequate capacity to serve the City's growth forecasts.

The Plan provides sanitary flow projections in 10-year increments. The rationale for the projections is given in the Plan and determined appropriate for planning local services. The Council is committing to provide the level of wastewater service based on the sewer forecasts as stated in the sewer element of the Plan.

The Land Use Plan reflects an overall minimum residential sewer density that is consistent with Council policy for future sewer residential growth for Urban communities.

The Plan defines the City's goals, policies, and strategies for preventing and reducing excessive inflow and infiltration (I/I) in the local municipal (city) and private sanitary sewer systems; including a summary of activities and programs intended to mitigate I/I from both public and private property sources.

The Plan describes the requirements and standards for minimizing I/I and references City Ordinance (8-2-2-9) that prohibits clear water discharges from rain leaders, area drains, sump pumps, foundation drains, and swimming pools to the sanitary sewer system and requires the disconnection of such connections if discovered. Since 2013, the City has completed approximately \$510,000 in I/I mitigation work consisting of flow monitoring and pipe lining. The Plan outlines continued future I/I mitigation efforts that include pipe lining, manhole rehabilitation, sump pump discharge monitoring, pipe sealing in the public system, and a private property I/I educational program. The Plan also identifies implementation of a residential private service "monitoring" program for service lateral maintenance. The City includes an inspection of its collection system as part of its street improvement program and notes potential locations where clear water connections occur and addresses them. The Plan also states the City would consider I/I work on private property systems and pursue grant funding sources from the Council, if available.

The Plan describes the sources, extent, and significance of existing I/I within the entire wastewater collection system and provided a description of an implementation plan for preventing and eliminating excessive I/I from entering both the municipal and private property sewer systems. Using Council wastewater flow data from its regional wastewater metering system and the EPA's guide for estimating I/I, the City estimates that approximately 9% of total average annual flow between 1991 to 2016 was from I/I. I/I contributions in June 2014, considered a wet weather month, represented approximately 70% of the total monthly flow. Approximately 52% of the homes within the City were built prior to 1970 where clay tile services were standard, which is significant since clay tile pipe can become more susceptible to I/I as it ages.

Sewer Element Comments

The Sewer Element of the Plan has been reviewed against the requirements for Comprehensive Sewer Plans for Urban communities. It was found to be complete and consistent with Council policies. Upon adoption of the Plan by the City, the action of the Council to approve the Sewer Plan becomes effective. At that time, the City may implement its Plan to alter, expand, or improve its sewage disposal system consistent with the approved Sewer Plan. A copy of the City Council Resolution adopting its Plan needs to be submitted to the Council for its records.

Surface Water Management

Reviewer: Jim Larsen, CD – Local Planning Assistance (651-602-1159)

The Plan is consistent with Council policy requirements and in conformance with the Council's WRPP for local surface water management. The Plan satisfies the requirements for 2040 comprehensive plans.

Lauderdale lies within the oversight boundaries of the Capitol Region and Rice Creek Watershed Districts (WDs) and the Mississippi Watershed Management Organization. The City submitted a draft Local Water Management Plan (LWMP) update to the Council on May 21, 2018. Council Water Resources staff reviewed and commented on the draft LWMP to the City and Watersheds in a letter dated June 29, 2018. The final LWMP was approved by the Capitol Region and Rice Creek WDs on October 10, 2018, by the Mississippi Watershed Management Organization on September 11, 2018, and adopted by the City on January 22, 2019. The Plan incorporates the City's final LWMP in Appendix H.

Consistency with Council Policies

The Council reviews plans to evaluate their apparent consistency with the adopted plans of the Council. Council staff have reviewed the City's Plan and find that it is consistent with the Council's policies, as detailed below.

Forecasts

Reviewer: Todd Graham, CD – Research (651-602-1322)

The City proposes future households and population forecasts that are higher than the Council's system statement forecast. City and Council staff have discussed and agreed on a forecast that is possible given the limited available land supply. The revised forecast appears in table 3-2 of the Plan and are shown in Table 1 below (changes underlined).

Table 1. City of Lauderdale Forecasts

	Census	Estimated	System Statement Forecasts			Revised Forecasts		
	2010	2017	2020	2030	2040	2020	2030	2040
Population	2,379	2,426	2,490	2,500	2,520	2,490	<u>2,800</u>	<u>2,950</u>
Households	1,130	1,148	1,200	1,200	1,200	1,200	<u>1,380</u>	<u>1,460</u>
Employment	718	902	790	830	870	<u>920</u>	<u>1,020</u>	<u>1,160</u>

The Council will revise the communitywide forecast and sewer-serviced forecast simultaneous with action on the Plan.

With the forecast revision, the 2021-2030 Affordable Housing Need for Lauderdale is increased to the following: 38 units at <=30% AMI, 6 units at 31-50% AMI, 20 units at 51-80% AMI, for a total of 64 units. The City has incorporated the revised Affordable Housing Need in Table 4-6 of their Plan.

Chapter 3 of the Plan describes land supply for future development. Three redevelopment sites for mixed-use or high-density housing are described. Assuming full development and absorption, the Plan identifies housing capacity of 120 (minimum) to 314 (maximum) units (Plan Table 3-5). At the upper end of allowed density ranges, this is sufficient land supply to accommodate the revised 2040 forecast.

Thrive MSP 2040 and Land Use

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)

The Plan is consistent with *Thrive MSP 2040* and its land use policies. The Plan acknowledges the *Thrive* community designation of Urban (Figure 2). *Thrive* describes Urban communities as having experienced rapid development during the post-World War II era, and exhibiting the transition toward the development stage dominated by the influence of the automobile.

The existing land uses in Lauderdale are predominately residential (44.8%), most of the existing commercial/office (0.3%) and industrial areas (7.3%) are near transportation corridors. Approximately 6.5% of the City is parks/open space (Figure 3).

The Plan is consistent with *Thrive* for land use and residential density policies for an Urban community designation. *Thrive* calls for Urban communities to plan for forecasted population and household growth at overall average densities of at least 10 units per acre. The expected overall density of new residential growth in the City is at least 10.08 units per acre as shown in Table 2 below. This overall density is consistent with regional Urban community designation policies which require an average net residential density of at least 10 units per acre in areas of new development and redevelopment. Figure 4 shows the planned land use for the City.

Table 2. Planned Residential Density, City of Lauderdale

Category	2018-2040 Change			Min Units	Max Units
	Density Min	Density Max	Net Acres		
High Density Residential	12.01	30	1.60	19	48
High Density Residential Conservation	10.01	30	4.00	40	120
Mixed Use – North*	5.01	10	2.00	10	20
Mixed Use – South*	12.01	30	4.10	49	123
TOTALS			11.7	118	311
Overall Density				10.08	26.58

*Calculations above reflect expected acres to develop as residential use - 75% residential for both mixed use categories.

Maps 3-3, 3-4, and 3-5 in the Plan (see Figure 5 of this report) identify three areas of potential redevelopment within the City, one area consists of the Mixed Use – North and Mixed Use – South areas that span Larpenteur Avenue, just to the east of MN State Highway 280. The Plan also identifies a small area for High Density Residential redevelopment on the west side of Eustis Street, most recently used as a religious institution. Finally, another area of potential redevelopment, guided as High Density Residential Conservation land use is the Breck Woods site in the southeastern portion of the City. In total, the redevelopment opportunities within the City amount to approximately 11.7 acres of land, concentrated in the central and southern portions of the City.

Housing

Reviewer: Tara Beard, CD – Housing (651-602-1051)

The Plan is consistent with the 2040 Housing Policy Plan. Lauderdale is a small community situated between Minneapolis and St. Paul. As an older, smaller town, it experienced little change once fully developed, until the mid-2000s when the City began to explore redevelopment opportunities. Though opportunities were limited by the Great Recession, growth via redevelopment has slowly begun to occur, with additional modest growth anticipated in the coming decades.

The Plan notes an estimated 1,201 housing units in 2016. While roughly 91% of those units are affordable to households earning 80% of the Area Median Income (AMI) or less (or \$68,000 for a family of four), affordable options decrease to 2% for households earning 30% AMI or less (or \$27,100). Roughly 34% of Lauderdale households earning 80% AMI or less are currently housing cost burdened. The Plan notes that supporting and maintaining existing housing, especially rental properties that offer a mix of affordability, is the City’s primary existing housing need.

The Plan acknowledges the City’s share of the region’s need for affordable housing in the 2021-2030 decade, which after a proposed forecast change to be approved concurrently with the Plan update, is 64 units. With 8 acres of land guided for higher density residential development in that time period (see Figure 6, Land Guided for Affordable Housing Table), the Plan sufficiently promotes the availability of land to support that share.

The Plan addresses the City’s existing and future housing needs in its implementation plan, which includes the policies, programs, and other tools that the City could consider using to meet those needs. Tools the City would consider include Tax Increment Financing, site assembly, and Livable Communities Act program applications. For the preservation of naturally occurring affordable housing (NOAH) specifically, the City will explore local 4d tax incentives and NOAH funding partnerships.

Water Supply

Reviewer: Lanya Ross, ES – Water Supply Planning (651-602-1803)

The City's drinking water is supplied by St. Paul Regional Water Services which owns and operates the water system. The City has included the St. Paul Regional Water Services (SPRWS) Local Water Supply Plan (LWSP) within the 2040 Plan.

Saint Paul Regional Water Services submitted a revised LWSP to Metropolitan Council and DNR on 5/9/2019 (Review File #21745-1). Metropolitan Council found this revised plan to be complete and consistent with Council water supply policy, which was shared in a letter to MN Department of Natural Resources dated 6/4/2019. On July 9, 2019, MN Department of Natural Resources sent a letter to Saint Paul Regional Water Services approving the LWSP.

With the inclusion of the Saint Paul Regional Water Services Local Water Supply Plan template, Lauderdale's 2040 Comprehensive Plan is consistent with WRPP policies related to water supply, including the policy on sustainable water supplies, the policy on assessing and protecting regional water resources, and the policy on water conservation and reuse.

Community and Subsurface Sewage Treatment Systems (SSTS)

Reviewer: Jim Larsen, CD – Local Planning Assistance (651-602-1159)

The Plan indicates the City is fully served by a local wastewater collection system that ultimately flows into the MCES system. There are no individual SSTS, or public or privately-owned Community Wastewater Treatment Systems in operation in the City.

Special Resource Protection

Solar Access Protection

Reviewer: Cameran Bailey, CD – Local Planning Assistance (651-602-1212)

The Plan is consistent with statutory requirements (Minn. Stat. § 473.859) and Council policy regarding planning for the protection and development of access to direct sunlight for solar energy systems as required by the Metropolitan Land Planning Act (MLPA). The Plan includes the required solar planning elements.

Aggregate Resource Protection

Reviewer: Jim Larsen, CD – Local Planning Assistance (651-602-1159)

The Plan indicates, consistent with the Council's aggregate resources inventory information contained in *Minnesota Geological Survey Information Circular 46*, that there are no known aggregate resource deposits within the fully developed City.

Historic Preservation

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)

The Plan identifies Historic Sites on page 3-22. One such site is the City's old trolley line through the City's natural area, providing opportunities to connect with adjacent communities through interpretive signing, trail connections, or other efforts to tell the story of its past. The Plan states that the City will support local efforts to identify properties for historically significant local designation.

Plan Implementation

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)

Chapter 9 in the Plan identifies the methods and timeline for implementation of the Plan. The Plan identifies implementation measures by Plan element. The Plan includes a description of and schedule for any necessary changes to the capital improvement program, the zoning code, the subdivision code, and the housing implementation program. Capital improvements for the City and for the City parks are included, respectively, in Appendix F and G of the Plan.

Compatibility with Plans of Adjacent Governmental Units and Plans of Affected Special Districts and School Districts

The proposed Plan is compatible with the plans of adjacent jurisdictions. No compatibility issues with plans of adjacent governmental units and plans of affected special districts and school districts were identified.

Documents Submitted for Review

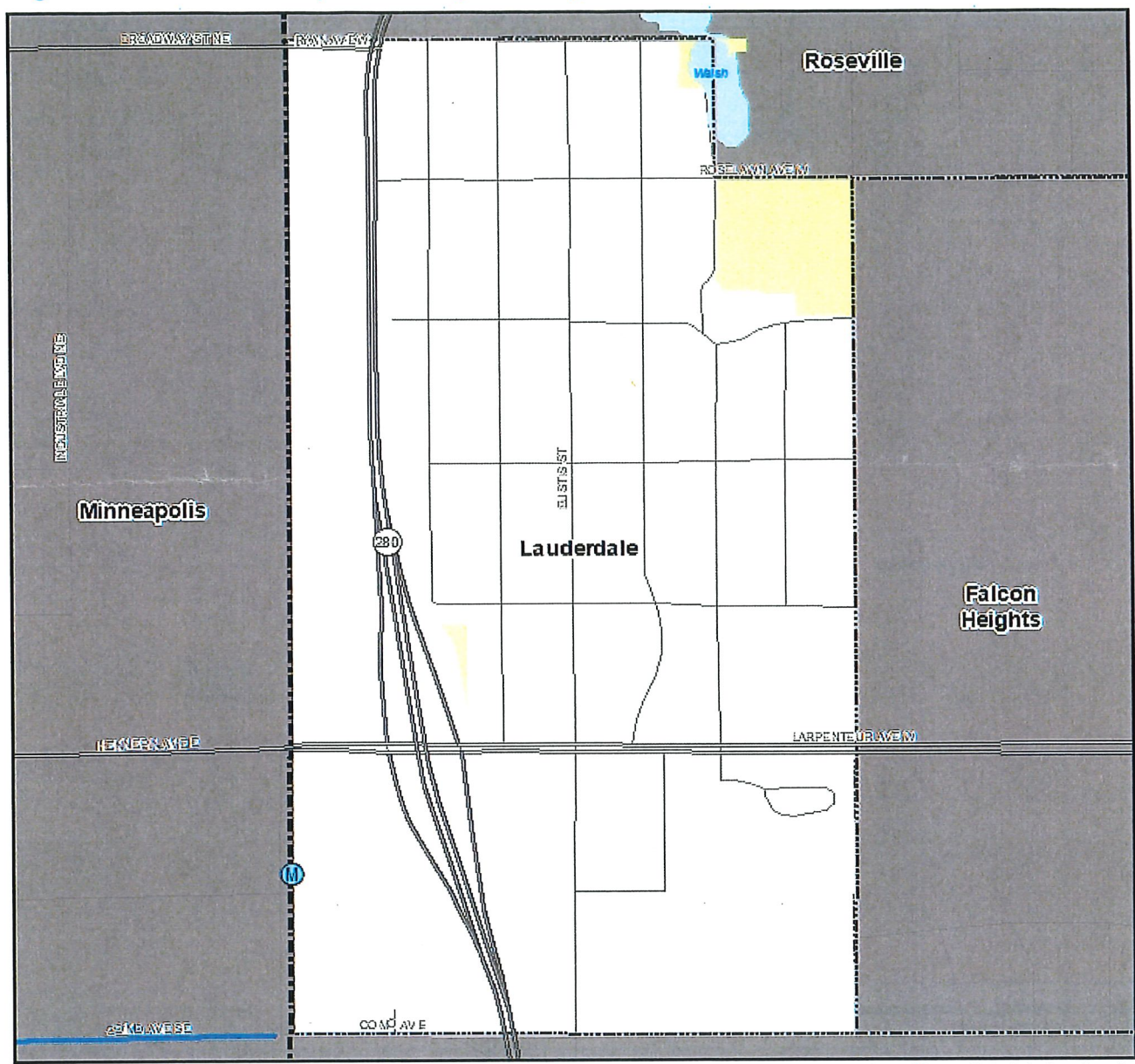
In response to the 2015 System Statement, the City submitted the following documents for review:

- May 21, 2018: Local Water Management Plan
- June 18, 2018: Lauderdale 2040 Preliminary Comprehensive Plan
- February 12, 2019: Lauderdale 2040 Comprehensive Plan
- June 28, 2019: Revised 2040 Comprehensive Plan responding to Council incomplete items for transportation and transit, wastewater, forecasts, land use, water supply, housing, and implementation
- July 12, 2019: Comprehensive Plan information - Revised Land Use and Housing Tables

Attachments

- Figure 1: Location Map with Regional Systems
- Figure 2: *Thrive MSP 2040* Community Designations
- Figure 3: Existing Land Use
- Figure 4: 2040 Future Land Use
- Figure 5: Planned Redevelopment
- Figure 6: Land Guided for Affordable Housing

Figure 1. Location Map with Regional Systems



Source: NCompass Technologies Street Centerline

Regional Systems

Transportation

Transitways
2040 Transportation System Policy - adopted January 2015

- Existing
- Planned Current Revenue Scenario
- Planned Current Revenue Scenario - CTIB* Phase 1 Projects
- Potential Increased Revenue Scenario

Regional Highway System

- Existing Principal Arterials
- Planned Principal Arterials
- Existing Minor Arterials
- Planned Minor Arterials
- Existing Other Arterials
- Planned Other Arterials

Recreation Open Space

- Regional Parks**
- Existing (Open to Public)
 - In Master Plan (Not Open to Public)
 - Planned Units
- Regional Trails**
- Existing (Open to Public)
 - Existing (Not Open to Public)
 - Planned

Wastewater

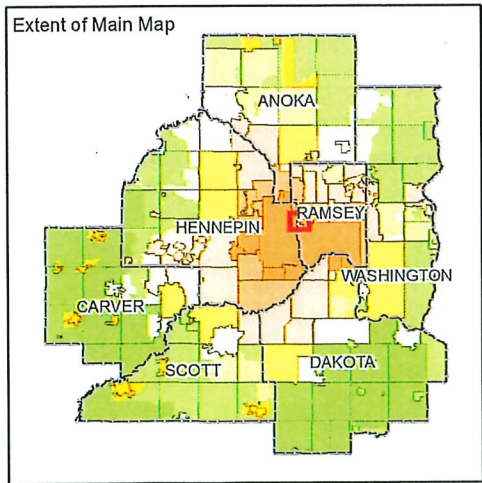
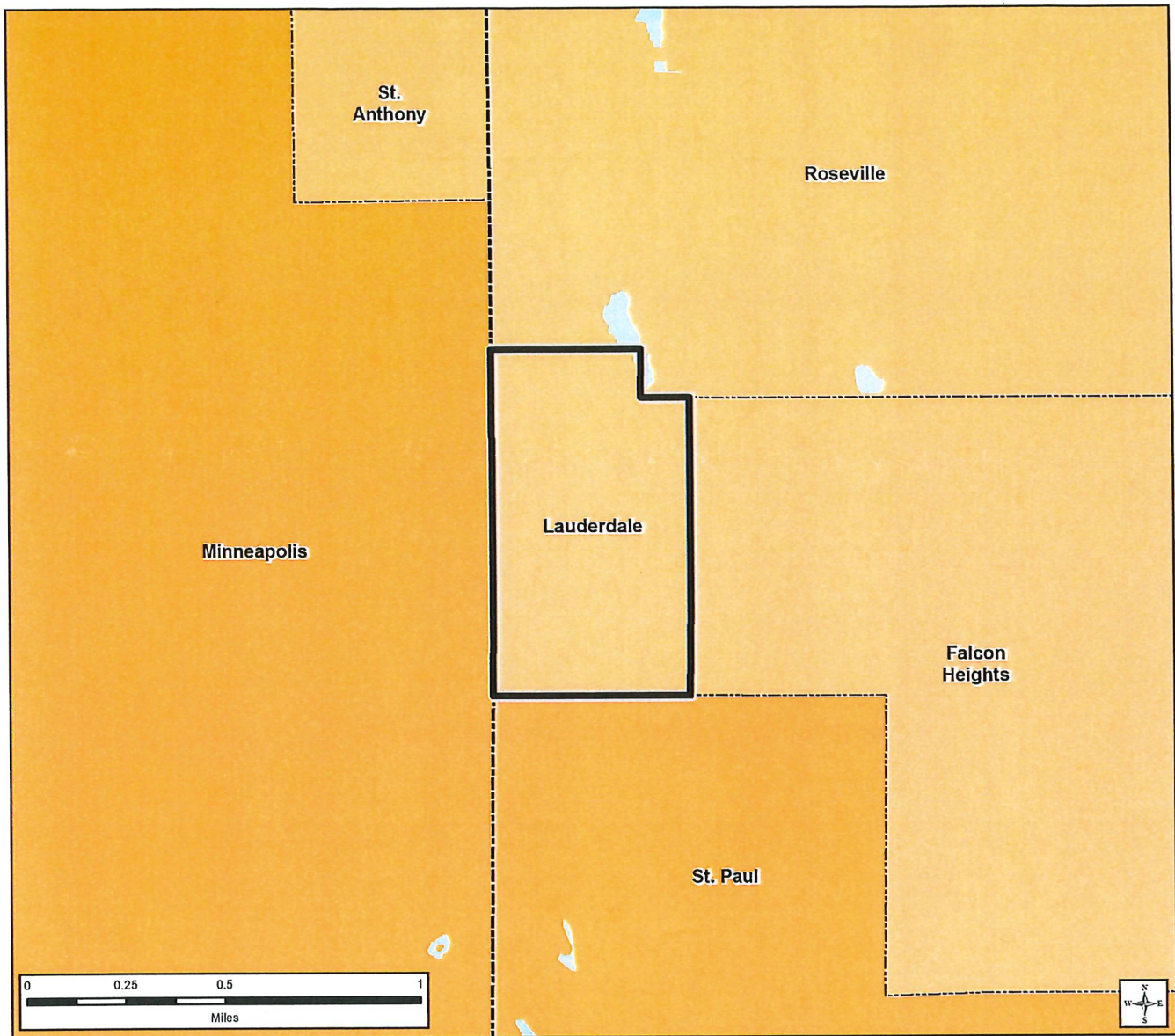
- Meters
- Lift Stations
- MCES Interceptors
- MCES Treatment Plants

Regional Park Search Areas and Regional Trail Search Corridors

- Boundary Adjustment
- Search Area
- Regional Trail Search Corridors
- Local Streets
- Existing State Trails
- Other Parks, Preserves, Refuges and Natural Areas

* Counties Transit Improvement Board (CTIB)

Figure 2. Thrive MSP 2040 Community Designations

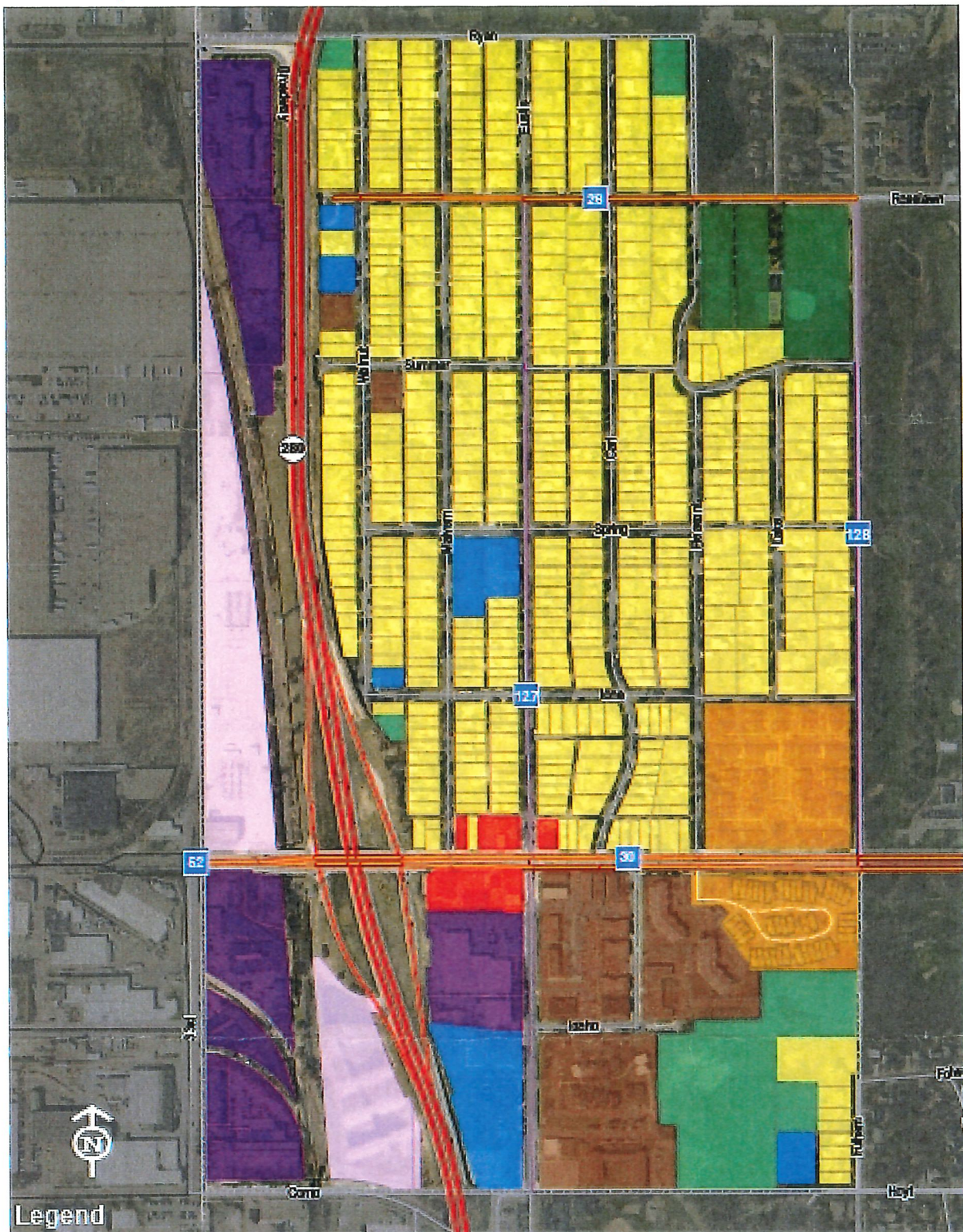


Community Designations

- | | |
|------------------------------------|------------------------|
| Outside Council planning authority | Emerging Suburban Edge |
| Agricultural | Suburban Edge |
| Rural Residential | Suburban |
| Diversified Rural | Urban |
| Rural Center | Urban Center |

- County Boundaries
- City and Township Boundaries
- Lakes and Major Rivers

Figure 3. Existing Land Use



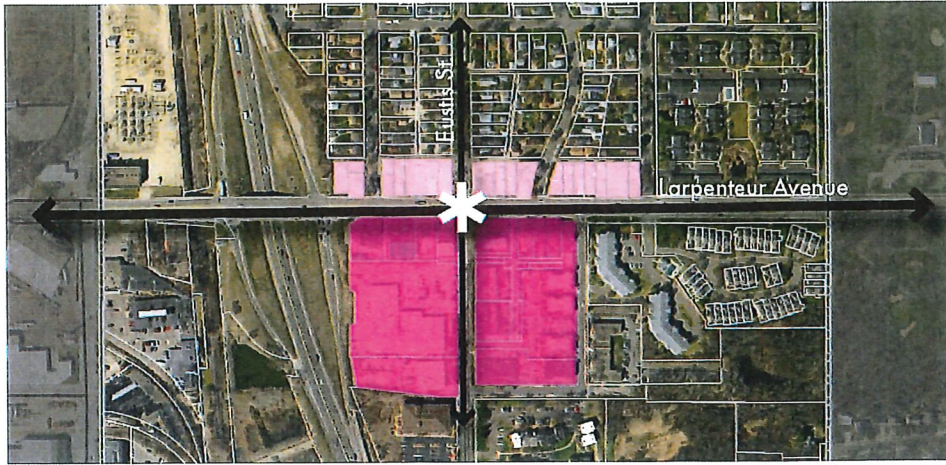
- Legend**
- Existing Land Use
 - Single Family Home
 - Townhomes/Condos
 - Apartments
 - Commercial
 - Industrial
 - Individual
 - Open Space
 - Park and Recreation
 - Utility
 - ROW
 - Railroad ROW

Source: Metropolitan Council, MMGEQ, City of Lauderdale, SHC

3. LAND USE
City of Lauderdale Comprehensive Plan 2040



Figure 5. Planned Redevelopment

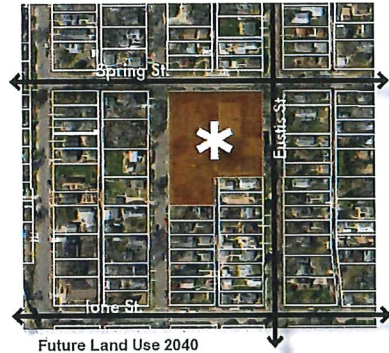


Future Land Use 2040

Designation

- MXD-N
- MXD-S

Source: Metropolitan Council, MNGEO, City of Lauderdale, SHC



Future Land Use 2040

Designation

- HDR

Source: Metropolitan Council, MNGEO, City of Lauderdale, SHC



2040 Land Use Designations

- HDR-C
- LDR

Source: Metropolitan Council, MNGEO, City of Lauderdale, SHC

Figure 6. Land Guided for Affordable Housing

Land Guided for Affordable Housing 2021-2030

Lauderdale

Ramsey County

Council Member Peter Lindstrom, District 10

2021-2030 share of regional need for Affordable Housing: **64 units**
 2021-2030 total regional need for Affordable Housing: **37,900 units**

	Available Acres	X	Minimum Density <i>(units per acre)</i>	X	Expected % Residential <i>(if mixed use)</i>	=	Minimum Units Possible
Mixed Use South	4.00		12.01		75%		37
High Density Residential Conservation	4.00		10.01		100%		41
Total	8						78

Sufficient/*(insufficient)* units possible against share of regional need: **14**

Affordable units built since 2021: **0**

Sufficient/*(insufficient)* units possible adjusted for affordable units built: **14**

Number of Comp Plan Amendments approved since Comp Plan Update: **0**



**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 12, 2019

ITEM NUMBER 2020 Fund Budgets & Rates

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Attached is the latest draft of the 2020 fund budgets and a first draft of sewer and recycling rates for 2020. The proposed rates for sanitary and storm sewer are relatively modest. The recycling rate analysis leaves more room for thought. As you may recall, the cost for recycling service increased in the last contract round. Those costs reflect the new costs of recycling in a world where China won't accept the rest of the world's junk. Staff will walk through the numbers during the meeting.

STAFF RECOMMENDATION:

Sanitary Sewer, Storm Water and Recycling Rate Study



Approved December 10, 2019

Key Findings

Annually, the City of Lauderdale establishes rates for sanitary sewer, storm water and recycling collection. Staff has completed the review and determined that:

- A 0.0% increase is proposed for the sanitary sewer residential and commercial charges.
- A 2.0% increase is proposed for the storm water charges.
- A 63% increase is proposed for the recycling collection charges.

Goals of a Utility Rate Study

The purpose of the rate study is to ensure that:

1. Rates are sufficient to pay for the ongoing operations and capital improvements, and to maintain adequate cash balances.
2. Staff and Council revisit cash balance policies to ensure they are meeting their enterprise system's current and future needs.
3. The rate structure distributes the costs of operating the system across utility users consistent with the policy objectives of the Council.

Sanitary Sewer Utility

The Metropolitan Council adopted a Metropolitan Wastewater Charge for 2020 of \$235.6 million, an increase of 3.6% over 2019. The City's share is \$157,691, which is \$3,227 less than 2019. As staff shared with the City Council, the Metropolitan Council detected an increase in flow in the unmetered portion of the City in the fourth quarter of 2016, and with their billing process, we are slowly going back to more normalized costs.

Sanitary Sewer Capital Improvements

The 2020-2029 Capital Improvement Plan (CIP) anticipates one small capital improvement project in 2020 to replace the City's sewer pipe as it enters into Minneapolis' pipe at Como Avenue and 33rd Avenue SE. A small segment of this line is 6 inches in diameter instead of 8 inches. The project would be done in coordination with the city of St. Paul's reconstruction of Como Avenue in 2020.

Target Cash Reserves – Sanitary Sewer Funds

Adequate cash reserves are needed to accommodate cash flow needs, invest in sewer replacement projects, and save for future capital projects. The City Council established a goal of setting aside half the depreciation expense or approximately \$20,000 each year to grow the cash reserve for sewer repair and replacement.

Staff is proposing a 0.0% increase to the sanitary sewer rate in recognition of the anticipated increase in investment interest, decrease in wastewater charge, and not making a transfer to Fund 401 in 2020. After accounting for the Como Avenue sewer repair (~\$40,000), the fund balance only will experience a decrease of ~\$6,755.

Quarterly Sanitary Sewer Rate History

Sewer Rates	2015	2016	2017	2018	2019	2020
Residential Base Charge	\$50.26	\$52.77	\$54.09	\$55.01	\$57.76	\$57.76
Commercial Flow Charge	\$2.48	\$2.60	\$2.67	\$2.72	\$2.86	\$2.86
% Increase	3%	5%	2.5%	1.7%	5.0%	0.0%

Sanitary Sewer Availability Charge

The Metropolitan Council did not increase the base metropolitan sewer availability charge (SAC) for 2020. The SAC rate will be \$2,485 for metropolitan customer communities. The rate is the same since at least 2017.

Pursuant to Minnesota Statute 473.517, subd. 3, a metropolitan SAC is paid by our community to the Metropolitan Council as users connect to the metropolitan wastewater system for the first time or as a user's maximum demand for sewer capacity increases. These fees are for the availability of capacity, not the actual use or flow in the metropolitan system as demanded by development or changes in use on specific properties within our community. Lauderdale may adopt a different SAC rate that would include the Metropolitan Council amount plus additional funds for the City. Historically, Lauderdale has used the Metropolitan Council rate.

Storm Water Utility

The Storm Water Utility pays for the infrastructure and maintenance that improves the quality of storm water run-off. The City has been working with the area watershed districts on future projects to curb the City's contribution to pollution in the Mississippi River.

Lauderdale's ordinance established a system for billing using Residential Equivalency Factor (REF). A single family residential property is considered to be one REF and pays the base fee adopted by the Council. The other developed property were individually assigned a certain number of REF's based on property size, impervious surface, and calculated storm water run-off. A property receives a credit if it has a storm water retention pond on-site. Since Lauderdale is considered developed, the City only anticipates an increase in the number of REF's when redevelopment occurs.

Storm Sewer Capital Improvements

The 2020 Capital Improvement Plan shows spending resources on invasive species management, especially Japanese Knotweed, and improvements to Seminary Pond.

Target Cash Reserves – Storm Water Fund

The projected cash balances must be adequate to meet on-going storm water expenditures and ensure a cash reserve balance that will allow the City to meet the obligations of its MS4 permit, especially Total Maximum Daily Load (TMDL) obligations imposed on the City by the Pollution Control Agency. As storm water projects can be expensive and TMDLs are expected as the City's runoff terminates in the Mississippi River, the City continues to raise the storm water rate to build the nest egg to cover future costs. Staff recommends raising the storm water rate 2.0% for 2020; the annualized cost to homeowners is \$1.40. The overall fund balance is expected to decrease due to the infrastructure improvements needed at Seminary Pond and along the ravine in that area.

Storm Water Rate History

Storm Water Rates	2015	2016	2017	2018	2019	2020
Residential	\$14.54	\$15.27	\$16.03	\$16.25	\$17.40	\$17.75
Commercial	\$72.71	\$76.35	\$80.17	\$81.29	\$87.06	\$88.80
% Increase	10%	5%	5%	1.4%	7.1%	2.0%

Recycling Fee

Eureka! Recycling has the contract to provide curbside collection on a weekly basis through December 31, 2023. The recycling contract price per month in 2020 is \$5.76 per cart.

Target Cash Reserves – Recycling Fund

Previously, all housing units paid the same price for recycling service. Starting with the new contract, multi-family buildings are charged per the number of carts they use. Last year, rates were increase modestly to start covering the increased cost of recycling that is the result of the upheaval in the recycling markets worldwide. Staff recommends continuing this trend until homeowners are paying the full cost of recycling collection. This means raising rates by \$2.00 per cart per month in 2020. The fund balance would cover the remaining balance of approximately \$21,000. The current fund balance is \$80,000. The City will need to raise rates again by at least \$1.50 per month per cart the next two years to stop using reserves to cover costs.

Recycling Rate History (Per Month):

Recycling Rate Per Cart	2015	2016	2017	2018	2019	2020
Residential /Mo,	\$2.45	\$2.70	\$2.84	\$2.98	\$3.17	\$5.17
Residential /An.	\$29.40	\$32.40	\$34.08	\$35.76	\$37.98	\$62.04
% Increase	0%	0%	10%	5%	6.4%	63%

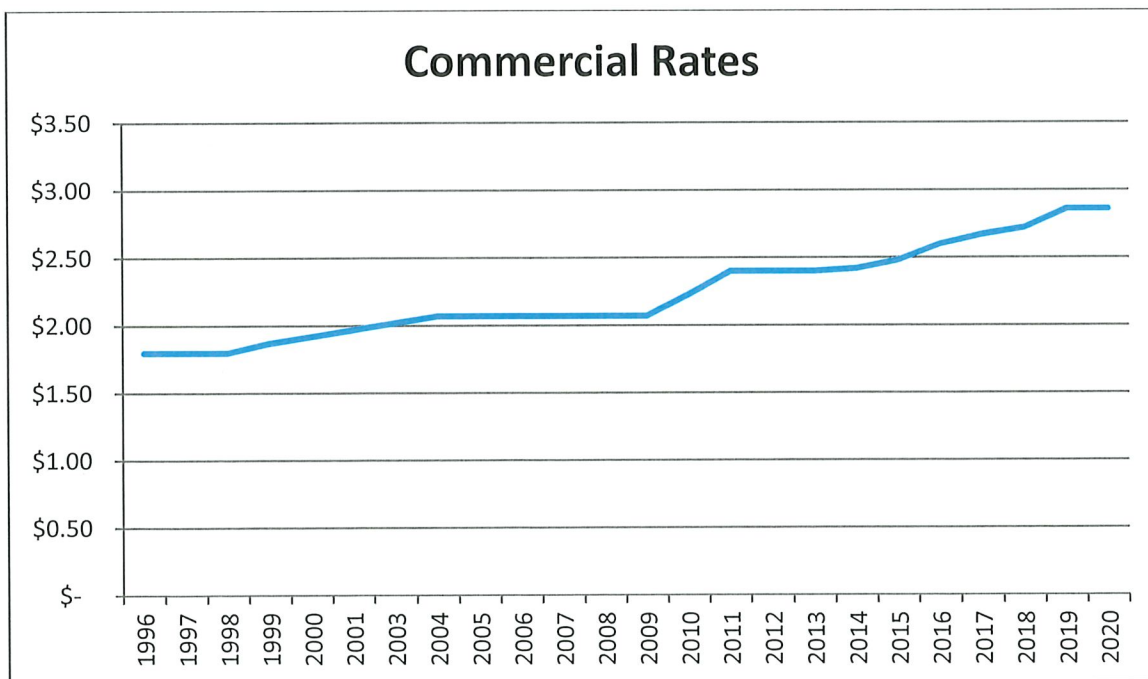
Appendix A

Sanitary Sewer Historical Rates

Residential rates are a flat charge per month.



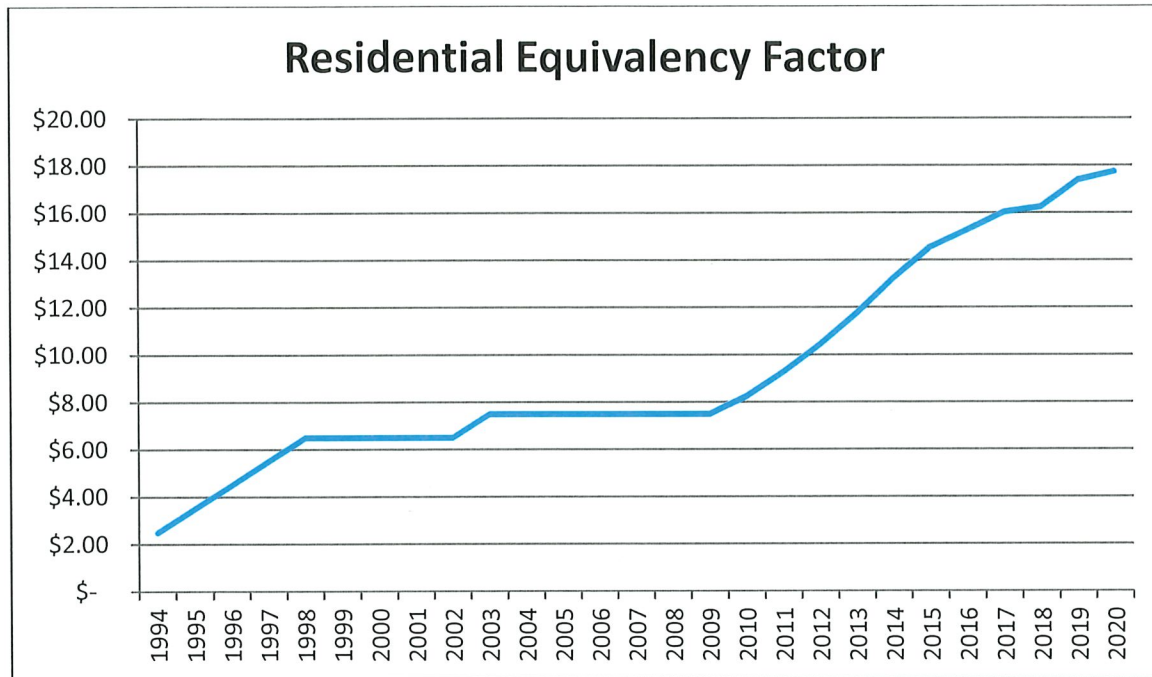
Commercial rates are based on flow or consumption charge.



Appendix B

Storm Water Historical Rates

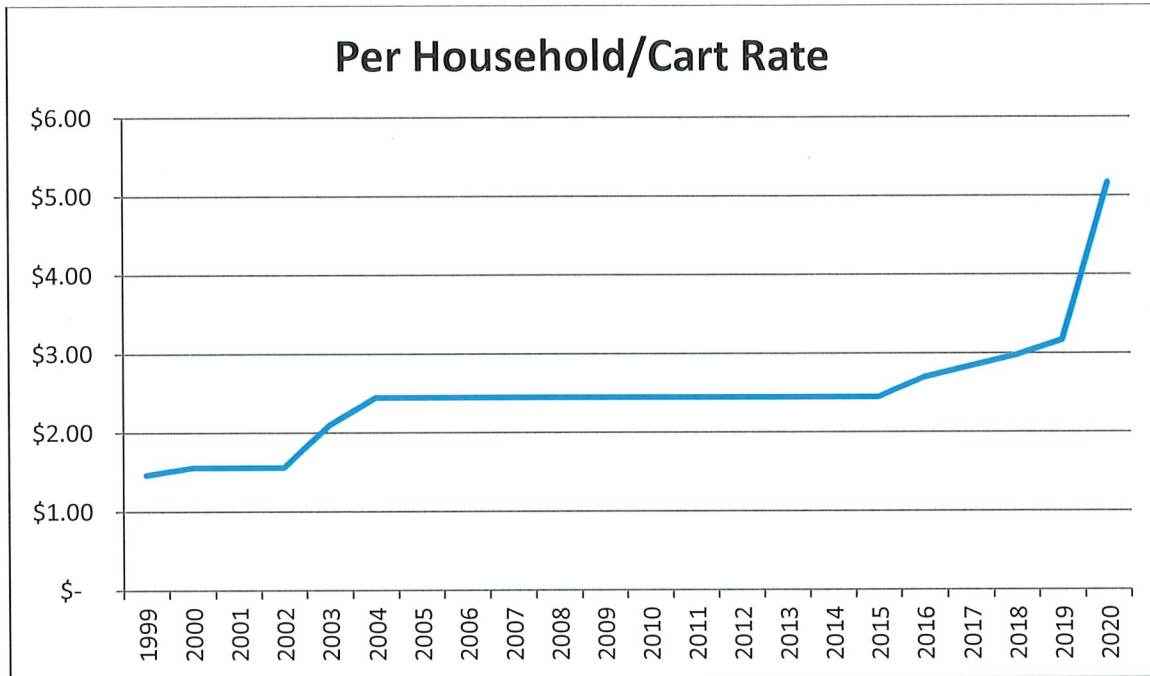
Storm Water rates are a flat charge based on Residential Equivalency Factor (REF) per month.



Appendix C

Recycling Historical Rates

Recycling rates are per household (1999-2018) & per cart (2019-present). These rates are collected through the property tax system as a special assessment.





CITY OF LAUDERDALE
SPECIAL REVENUE FUNDS
CAPITAL FUNDS
ENTERPRISE FUNDS
BUDGET 2020

Adopted December 10, 2019

CITY OF LAUDERDALE
SPECIAL REVENUE FUNDS
2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
226	COMMUNICATIONS	\$ 19,641	\$ 20,040	\$ 20,040
227	RECYCLING	\$ 50,399	\$ 52,460	\$ 42,215
	TOTAL REVENUES	<u>\$ 70,040</u>	<u>\$ 72,500</u>	<u>\$ 62,255</u>
226	COMMUNICATIONS	\$ 17,180	\$ 18,230	\$ 18,257
227	RECYCLING	\$ 52,928	\$ 61,846	\$ 63,302
	TOTAL EXPENDITURES	<u>\$ 70,108</u>	<u>\$ 80,076</u>	<u>\$ 81,559</u>

CITY OF LAUDERDALE
COMMUNICATIONS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
226-00000-410-31810	FRANCHISE TAX	\$ 19,427	\$ 20,000	\$ 20,000
226-00000-410-36210	INTEREST ON INVESTMENTS	\$ 214	\$ 40	\$ 40
	TOTAL REVENUES	\$ 19,641	\$ 20,040	\$ 20,040
226-49840-410-41010	FULL TIME EMPLOYEES	\$ 6,303	\$ 6,579	\$ 6,857
226-49840-410-41210	PERA	\$ 469	\$ 493	\$ 514
226-49840-410-41220	FICA	\$ 395	\$ 408	\$ 425
226-49840-410-41225	MEDICARE	\$ 92	\$ 95	\$ 99
226-49840-410-41250	DEFERRED COMPENSATION	\$ 101	\$ -	\$ 100
226-49840-410-41310	HEALTH INSURANCE	\$ 1,085	\$ 1,192	\$ 1,087
226-49840-410-41320	DENTAL INSURANCE	\$ 46	\$ 50	\$ 50
226-49840-410-41330	LIFE INSURANCE	\$ 26	\$ 25	\$ 30
226-49840-410-41340	DISABILITY INSURANCE	\$ 38	\$ 35	\$ 40
226-49840-410-41510	WORKERS COMPENSATION INSURANCE	\$ 47	\$ 53	\$ 55
	PERSONNEL	\$ 8,602	\$ 8,930	\$ 9,257
226-49840-410-42020	COMPUTER SERVICES (WEBHOSTING)	\$ 600	\$ 600	\$ 700
	SUPPLIES	\$ 600	\$ 600	\$ 700
226-49840-410-43130	SPECIAL PROGRAMS	\$ 3,224	\$ 3,200	\$ 3,200
226-49840-410-44160	RENTS & LEASES (CABLE COMM FEE)	\$ 4,754	\$ 5,000	\$ 5,000
226-49840-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ 500	\$ 100
	OTHER SERVICES & CHARGES	\$ 7,977	\$ 8,700	\$ 8,300
226-49840-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 17,180	\$ 18,230	\$ 18,257
	REVENUES OVER/UNDER EXPENDITURES	\$ 2,462	\$ 1,810	\$ 1,783

CITY OF LAUDERDALE
 RECYCLING
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
227-00000-430-33620	COUNTY GRANTS	\$ 5,832	\$ 6,000	\$ 5,900
227-00000-430-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 42,949	\$ 45,460	\$ 35,115
227-00000-430-36102	PENALTIES & INTEREST	\$ 95	\$ -	\$ -
227-00000-430-36210	INTEREST ON INVESTMENTS	\$ 1,523	\$ 1,000	\$ 1,200
	TOTAL REVENUES	\$ 50,399	\$ 52,460	\$ 42,215
227-43245-430-41010	FULL TIME EMPLOYEES	\$ 16,547	\$ 17,025	\$ 17,616
227-43245-430-41210	PERA	\$ 1,229	\$ 1,277	\$ 1,321
227-43245-430-41220	FICA	\$ 1,037	\$ 1,056	\$ 1,092
227-43245-430-41225	MEDICARE	\$ 242	\$ 247	\$ 255
227-43245-430-41250	DEFERRED COMPENSATION	\$ 232	\$ 105	\$ 250
227-43245-430-41310	HEALTH INSURANCE	\$ 2,792	\$ 2,855	\$ 2,845
227-43245-430-41320	DENTAL INSURANCE	\$ 116	\$ 115	\$ 120
227-43245-430-41330	LIFE INSURANCE	\$ 85	\$ 90	\$ 90
227-43245-430-41340	DISABILITY INSURANCE	\$ 95	\$ 90	\$ 100
227-43245-430-41510	WORKERS COMPENSATION INSURANCE	\$ 125	\$ 136	\$ 141
	PERSONNEL	\$ 22,500	\$ 22,996	\$ 23,830
227-43245-430-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
227-43245-430-42115	MEETING EXPENSES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
227-43245-430-43130	RECYCLING CONTRACTOR	\$ 30,098	\$ 38,500	\$ 39,122
227-43245-430-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
227-43245-430-44330	DUES & SUBSCRIPTIONS	\$ 331	\$ 350	\$ 350
	OTHER SERVICES & CHARGES	\$ 30,429	\$ 38,850	\$ 39,472
	TOTAL EXPENDITURES	\$ 52,928	\$ 61,846	\$ 63,302
	REVENUES OVER/UNDER EXPENDITURES	\$ (2,529)	\$ (9,386)	\$ (21,087)

CITY OF LAUDERDALE
 DEBT SERVICE FUNDS
 2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
305	GO TIF REVENUE BONDS 2018A	\$ 57,437	\$ 300	\$ 500
306	GO IMPROVEMENT BONDS 2019A	\$ -	\$ -	\$ 67,869
	TOTAL REVENUES	\$ 57,437	\$ 300	\$ 68,369
305	GO TIF REVENUE BONDS 2018A	\$ -	\$ 18,939	\$ 25,253
306	GO IMPROVEMENT BONDS 2019A	\$ -	\$ -	\$ 23,865
	TOTAL EXPENDITURES	\$ -	\$ 18,939	\$ 49,117

CITY OF LAUDERDALE
DEBT SERVICE - 1795 EUSTIS STREET/ GO TIF REVENUE BONDS 2018A
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
305-00000-462-36210	INTEREST ON INVESTMENTS	\$ 619	\$ 300	\$ 500
305-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
305-47000-462-39300	BONDS PROCEEDS	\$ 56,818	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 57,437</u>	<u>\$ 300</u>	<u>\$ 500</u>
305-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ -
305-47000-462-47210	BOND INTEREST	\$ -	\$ 18,939	\$ 25,253
	OTHER FINANCING	\$ -	\$ 18,939	\$ 25,253
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ 18,939</u>	<u>\$ 25,253</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 57,437	\$ (18,639)	\$ (24,753)

CITY OF LAUDERDALE
 DEBT SERVICE - GO IMPROVEMENT BONDS 2019A
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
305-00000-462-36210	INTEREST ON INVESTMENTS	\$ -	\$ -	\$ 100
305-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ 67,769
305-47000-462-39300	BONDS PROCEEDS	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 67,869</u>
305-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ -
305-47000-462-47210	BOND INTEREST	\$ -	\$ -	\$ 23,865
	OTHER FINANCING	\$ -	\$ -	\$ 23,865
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,865</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ -	\$ 44,004

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT FUNDS
 2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
401	GENERAL CAPITAL	\$ 54,066	\$ 28,000	\$ 1,500
403	STREET CAPITAL	\$ 874,005	\$ 6,000	\$ 4,000
404	PARK CAPITAL	\$ 4,412	\$ 3,500	\$ 4,000
405	ROSEHILL TAX INCREMENT	\$ 484	\$ -	\$ -
414	DEVELOPMENT	\$ 57,821	\$ 40,000	\$ 42,000
415	HOUSING REDEVELOPMENT	\$ 80,318	\$ -	\$ -
	TOTAL REVENUES	\$ 1,071,105	\$ 77,500	\$ 51,500
401	GENERAL CAPITAL	\$ 28,873	\$ 70,000	\$ 85,000
402	STREET CAPITAL	\$ 49,073	\$ -	\$ -
404	PARK CAPITAL	\$ 695	\$ 65,000	\$ 65,000
405	ROSEHILL TAX INCREMENT	\$ 991	\$ -	\$ -
414	DEVELOPMENT	\$ 97,671	\$ 20,000	\$ 67,769
415	HOUSING REDEVELOPMENT	\$ 1,308	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 178,610	\$ 155,000	\$ 217,769

CITY OF LAUDERDALE
GENERAL CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
401-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
401-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ 52,300	\$ -	\$ -
401-00000-410-36210	INTEREST ON INVESTMENTS	\$ 1,766	\$ 1,000	\$ 1,500
401-00000-410-39200	TRANSFER IN	\$ -	\$ 27,000	\$ -
	TOTAL REVENUES	<u>\$ 54,066</u>	<u>\$ 28,000</u>	<u>\$ 1,500</u>
401-41940-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
401-41940-410-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 28,873	\$ 60,000	\$ 75,000
401-41940-410-45400	MACHINERY & EQUIPMENT	\$ -	\$ 10,000	\$ 10,000
	CAPITAL OUTLAY	<u>\$ 28,873</u>	<u>\$ 70,000</u>	<u>\$ 85,000</u>
401-41940-410-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 28,873</u>	<u>\$ 70,000</u>	<u>\$ 85,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 25,193	\$ (42,000)	\$ (83,500)

CITY OF LAUDERDALE
STREET CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
403-00000-430-33422	OTHER STATE GRANTS & AIDS	\$ 16,447	\$ -	\$ -
403-00000-430-36200	OTHER MISCELLANEOUS REVENUE	\$ 850,166	\$ -	\$ -
403-00000-430-36210	INTEREST ON INVESTMENTS	\$ 7,392	\$ 6,000	\$ 4,000
403-00000-430-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 874,005</u>	<u>\$ 6,000</u>	<u>\$ 4,000</u>
403-43121-430-43030	ENGINEERING	\$ 38,747	\$ -	\$ -
403-43121-430-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 10,326	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ 49,073</u>	<u>\$ -</u>	<u>\$ -</u>
403-43121-430-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u>\$ 49,073</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	<u>\$ 824,931</u>	<u>\$ 6,000</u>	<u>\$ 4,000</u>

CITY OF LAUDERDALE
PARK CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
404-00000-450-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
404-00000-450-36210	INTEREST ON INVESTMENTS	\$ 4,412	\$ 3,500	\$ 4,000
404-00000-450-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ -	\$ -
404-00000-450-36250	PARKLAND FEES	\$ -	\$ -	\$ -
404-0000-450-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 4,412</u>	<u>\$ 3,500</u>	<u>\$ 4,000</u>
404-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
404-45200-450-45100	LAND	\$ -	\$ -	\$ -
404-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
404-45200-450-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 695	\$ 65,000	\$ 65,000
404-45200-450-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ 695</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>
404-45200-450-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 695</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 3,718	\$ (61,500)	\$ (61,000)

CITY OF LAUDERDALE
DEVELOPMENT
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2002 Proposed
414-00000-462-36200	OTHER MISCELLANEOUS REVENUE	\$ 15,110	\$ -	\$ -
414-00000-462-36210	INVESTMENT INTEREST	\$ 4,711	\$ 2,000	\$ 4,000
414-00000-462-36230	DONATIONS	\$ -	\$ -	\$ -
414-00000-462-39200	TRANSFER IN	\$ 38,000	\$ 38,000	\$ 38,000
	TOTAL REVENUES	<u>\$ 57,821</u>	<u>\$ 40,000</u>	<u>\$ 42,000</u>
414-46500-462-44370	MISCELLANEOUS CHARGES	\$ 12,663	\$ -	\$ -
414-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 4,690	\$ 20,000	\$ -
414-46500-462-47200	TRANSFER OUT	\$ 80,318	\$ -	\$ 67,769
	OTHER FINANCING	\$ 97,671	\$ 20,000	\$ 67,769
	TOTAL EXPENDITURES	<u>\$ 97,671</u>	<u>\$ 20,000</u>	<u>\$ 67,769</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (39,849)	\$ 20,000	\$ (25,769)

CITY OF LAUDERDALE
HOUSING DEVELOPMENT
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
415-00000-461-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
415-00000-461-36210	INTEREST ON INVESTMENTS	\$ -	\$ -	\$ -
415-00000-461-39200	TRANSFER IN	\$ 80,318	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 80,318</u>	<u>\$ -</u>	<u>\$ -</u>
415-46310-461-44370	TAXES AND LICENSES	\$ 1,308	\$ -	\$ -
415-46310-461-45100	LAND	\$ (0)	\$ -	\$ -
	OTHER FINANCING	\$ 1,308	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 1,308</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 79,010	\$ -	\$ -

CITY OF LAUDERDALE
TIF DISTRICT 1-2
2020

Account Number	Account Description	2018 Actual	2018 Adopted	2019 Proposed
416-00000-462-31050	TAX INCREMENT	\$ -	\$ -	\$ -
416-00000-462-63210	INTEREST ON INVESTMENTS	\$ 1,060	\$ 750	\$ 1,000
416-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
416-47000-462-39300	BOND PROCEEDS	\$ 1,238,182	\$ -	\$ -
	TOTAL REVENUES	\$ 1,239,242	\$ 750	\$ 1,000
416-46500-462-44370	MISCELLANEOUS CHARGES	\$ 8,466	\$ -	\$ -
416-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ -	\$ -
416-46500-462-47200	TRANSFER OUT	\$ 4,005	\$ -	\$ -
416-47000-462-47600	BOND ISSUANCE COSTS	\$ 36,015	\$ -	\$ -
	OTHER FINANCING	\$ 48,486	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 48,486	\$ -	\$ -
	REVENUES OVER/UNDER EXPENDITURES	\$ 1,190,757	\$ 750	\$ 1,000

CITY OF LAUDERDALE
 ENTERPRISE FUNDS
 2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
602	SANITARY SEWER	\$ 298,678	\$ 295,916	\$ 302,216
603	STORM WATER	\$ 118,649	\$ 111,694	\$ 113,838
	TOTAL REVENUES	<u>\$ 417,327</u>	<u>\$ 407,610</u>	<u>\$ 416,054</u>
602	SANITARY SEWER	\$ 281,819	\$ 295,916	\$ 308,971
603	STORM WATER	\$ 90,792	\$ 106,694	\$ 176,572
	TOTAL EXPENDITURES	<u>\$ 372,611</u>	<u>\$ 402,610</u>	<u>\$ 485,543</u>

CITY OF LAUDERDALE
SANITARY SEWER
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
602-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
602-00000-000-33439	PERA Pension Other Revenue	\$ 300	\$ -	\$ 300
602-00000-000-36210	INTEREST ON INVESTMENTS	\$ 16,381	\$ 10,000	\$ 16,000
602-00000-000-37210	SEWER CHARGES	\$ 279,511	\$ 285,916	\$ 285,916
602-00000-000-37290	SEWER ACCESS CHARGES	\$ 2,485	\$ -	\$ -
602-00000-000-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
602-00000-000-39110	GAIN ON DISPOSAL	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 298,678	\$ 295,916	\$ 302,216
602-49410-000-41290	PENSION EXPENSE	\$ 4,253	\$ -	\$ -
	PENSION	\$ 4,253	\$ -	\$ -
602-49450-000-41010	FULL TIME EMPLOYEES	\$ 52,604	\$ 55,338	\$ 54,589
602-49450-000-41020	OVERTIME	\$ 830	\$ -	\$ -
602-49450-000-41190	OTHER PAY	\$ -	\$ -	\$ -
602-49450-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
602-49450-000-41210	PERA	\$ 3,773	\$ 3,963	\$ 4,094
602-49450-000-41220	FICA	\$ 3,667	\$ 3,431	\$ 3,385
602-49450-000-41225	MEDICARE	\$ 858	\$ 802	\$ 792
602-49450-000-41250	DEFERRED COMPENSATION	\$ 5,235	\$ 4,300	\$ 5,453
602-49450-000-41310	HEALTH INSURANCE	\$ 1,970	\$ 3,244	\$ 2,200
602-49450-000-41320	DENTAL INSURANCE	\$ 144	\$ 110	\$ 175
602-49450-000-41330	LIFE INSURANCE	\$ 734	\$ 600	\$ 775
602-49450-000-41340	DISABILITY INSURANCE	\$ 234	\$ 200	\$ 250
602-49450-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,994	\$ 3,410	\$ 3,317
	PERSONNEL	\$ 73,044	\$ 75,398	\$ 75,030
602-49450-000-42110	GENERAL SUPPLIES	\$ -	\$ 100	\$ 100
602-49450-000-42120	MOTOR FUELS	\$ 727	\$ 700	\$ 700
602-49450-000-42130	LUBRICANTS & ADDITIVES	\$ -	\$ -	\$ -
602-49450-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
602-49450-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
602-49450-000-42220	TIRES	\$ -	\$ -	\$ -
602-49450-000-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
602-49450-000-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 727	\$ 800	\$ 800
602-49450-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 2,745	\$ 3,500	\$ 3,000
602-49450-000-43030	ENGINEERING	\$ 0	\$ 10,000	\$ 10,000
602-49450-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 14,046	\$ 7,000	\$ 7,000
602-49450-000-43140	TRAINING & EDUCATION	\$ 835	\$ 800	\$ 850
602-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 196	\$ 300	\$ 250
602-49450-000-43310	TRAVEL EXPENSE	\$ -	\$ 100	\$ 100
602-49450-000-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
602-49450-000-43610	INSURANCE & BONDS	\$ 2,781	\$ 3,000	\$ 3,000
602-49450-000-43820	WATER UTILITIES	\$ 149	\$ 100	\$ 150
602-49450-000-43850	SEWER - MET COUNCIL	\$ 130,158	\$ 160,918	\$ 157,691
602-49450-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 1,000	\$ 1,000
602-49450-000-44060	LAUNDRY SERVICES	\$ 606	\$ 800	\$ 700
602-49450-000-44160	RENTS & LEASES	\$ -	\$ -	\$ -
602-49450-000-44200	DEPRECIATION	\$ 48,412	\$ -	\$ -

602-49450-000-44330	DUES & SUBSCRIPTIONS	\$ 944	\$ 1,500	\$ 1,200
602-49450-000-44370	MISCELLANEOUS CHARGES	\$ 7,175	\$ 8,000	\$ 7,500
602-49450-000-44390	TAXES & LICENSES	\$ -	\$ 700	\$ 700
602-49450-000-44450	CLAIMS & DAMAGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 208,047</u>	<u>\$ 197,718</u>	<u>\$ 193,141</u>
602-49450-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ (0)	\$ -	\$ 40,000
602-49450-000-45500	VEHICLES	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ 40,000</u>
602-49450-000-47200	TRANSFER OUT	\$ -	\$ 22,000	\$ -
	OTHER FINANCING	<u>\$ -</u>	<u>\$ 22,000</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u><u>\$ 281,819</u></u>	<u><u>\$ 295,916</u></u>	<u><u>\$ 308,971</u></u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 16,859	\$ -	\$ (6,755)

CITY OF LAUDERDALE
 STORM WATER
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
603-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
603-00000-000-33439	PERA PENSION OTHER REVENUE	\$ 257	\$ -	\$ -
603-00000-000-36210	INTEREST ON INVESTMENTS	\$ 6,085	\$ 4,500	\$ 4,500
603-00000-000-37170	STORM WATER CHARGES	\$ 112,307	\$ 107,194	\$ 109,338
603-00000-000-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 118,649	\$ 111,694	\$ 113,838
603-49410-000-41290	PENSION EXPENSE	\$ 1,330	\$ -	\$ -
	PENSION	\$ 1,330	\$ -	\$ -
603-49500-000-41010	FULL TIME EMPLOYEES	\$ 44,993	\$ 46,967	\$ 46,465
603-49500-000-41020	OVERTIME	\$ 763	\$ -	\$ -
603-49500-000-41190	OTHER PAY	\$ -	\$ -	\$ -
603-49500-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
603-49500-000-41210	PERA	\$ 3,245	\$ 3,373	\$ 3,485
603-49500-000-41220	FICA	\$ 3,166	\$ 2,912	\$ 2,881
603-49500-000-41225	MEDICARE	\$ 740	\$ 681	\$ 674
603-49500-000-41250	DEFERRED COMPENSATION	\$ 4,540	\$ 4,100	\$ 4,700
603-49500-000-41310	HEALTH INSURANCE	\$ 1,784	\$ 2,151	\$ 1,861
603-49500-000-41320	DENTAL INSURANCE	\$ 107	\$ 110	\$ 110
603-49500-000-41330	LIFE INSURANCE	\$ 586	\$ 600	\$ 600
603-49500-000-41340	DISABILITY INSURANCE	\$ 211	\$ 200	\$ 220
603-49500-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,520	\$ 2,750	\$ 2,676
	PERSONNEL	\$ 62,656	\$ 63,844	\$ 63,672
603-49500-000-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
603-49500-000-42120	MOTOR FUELS	\$ 727	\$ 700	\$ 750
603-49500-000-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
603-49500-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
603-49500-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
603-49500-000-42220	TIRES	\$ -	\$ -	\$ -
603-49500-000-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 727	\$ 700	\$ 750
603-49500-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 2,745	\$ 3,500	\$ 3,000
603-49500-000-43030	ENGINEERING	\$ 11,311	\$ 10,000	\$ 10,000
603-49500-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 7,875	\$ 7,500	\$ 7,500
603-49500-000-43140	TRAINING & EDUCATION	\$ -	\$ 300	\$ 300
603-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 196	\$ 300	\$ 300
603-49500-000-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
603-49500-000-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
603-49500-000-43610	INSURANCE & BONDS	\$ 1,139	\$ 1,400	\$ 1,400
603-49500-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 400	\$ 400
603-49500-000-44060	LAUNDRY SERVICES	\$ 606	\$ 750	\$ 750
603-49500-000-44200	DEPRECIATION	\$ -	\$ -	\$ -
603-49500-000-44330	DUES & SUBSCRIPTIONS	\$ 1,796	\$ 2,000	\$ 2,000
603-49500-000-44370	MISCELLANEOUS CHARGES	\$ 1,340	\$ 1,000	\$ 1,500
603-49500-000-44390	TAXES & LICENSES	\$ 400	\$ -	\$ -

	OTHER SERVICES & CHARGES	\$ 27,409	\$ 27,150	\$ 27,150
603-49500-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 5,000	\$ 85,000
	CAPITAL OUTLAY	\$ -	\$ 5,000	\$ 85,000
603-49450-000-47200	TRANSFER OUT	\$ -	\$ 10,000	\$ -
	OTHER FINANCING	\$ -	\$ 10,000	\$ -
	TOTAL EXPENDITURES	<u>\$ 90,792</u>	<u>\$ 106,694</u>	<u>\$ 176,572</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 27,856	\$ 5,000	\$ (62,734)



CITY OF LAUDERDALE
CAPITAL IMPROVEMENT PLAN
2020-2029

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUNDING SOURCE SUMMARY



FUND	TITLE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
226	Communications		\$ 30,000									\$ 30,000
401	General Capital	\$ 70,000	\$ 15,000	\$ 40,000	\$ 40,000				\$ 40,000			\$ 205,000
403	Street Improvement				\$ 175,000						\$ 2,200,000	\$ 2,375,000
404	Park Improvement	\$ 65,000										\$ 65,000
414	Development	\$ 20,000										\$ 20,000
602	Sanitary Sewer		\$ 150,000		\$ 150,000							\$ 300,000
603	Storm Water	\$ 10,000	\$ 80,000									\$ 90,000
	GRAND TOTAL	<u>\$ 165,000</u>	<u>\$ 275,000</u>	<u>\$ 40,000</u>	<u>\$ 365,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ -</u>	<u>\$ 2,200,000</u>	<u>\$ 3,085,000</u>

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 PROJECT SUMMARY BY YEAR AND FUNDING SOURCE



YEAR	PROJECT	226	401	403	FUND 404	414	602	603
2020	Lawn Mower		\$ 10,000					
	City Hall - Replace Roof		\$ 60,000					
	Public Works Garage - Replace Roof		\$ 15,000					
	Skyview Park Improvements				\$ 60,000			
	Community Park Improvements				\$ 5,000			
	Como Avenue Sewer Repair						\$ 40,000	
	Invasive Species Management							\$ 5,000
	Seminary Pond Project							\$ 80,000
2021	Council Chambers Technology	\$ 30,000						
	2001 John Deere Tractor 3520		\$ 40,000					
	Sewer Lining Project						\$ 150,000	
	Invasive Species Management							\$ 5,000
2022	2012 Ford F350 Truck and Plow		\$ 40,000					
	Sealcoating - All City streets			\$ 175,000				
2023	Sewer Lining Project						\$ 150,000	
2024								
2025								
2026	2016 Ford F350 Truck and Plow		\$ 40,000					
2027								
2028				\$ 2,200,000				
2029								
TOTALS		<u>\$ 30,000</u>	<u>\$ 205,000</u>	<u>\$ 2,375,000</u>	<u>\$ 65,000</u>	<u>\$ -</u>	<u>\$ 340,000</u>	<u>\$ 90,000</u>

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 401 - GENERAL CAPITAL IMPROVEMENT



PROJECT	YEAR											
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029		
Lawn Mower 10 year schedule	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Hall - replace roof 20 year schedule	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Public Works Garage Roof 25 year schedule	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2001 John Deere Tractor 3520 10 year schedule	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2012 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2016 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 85,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 403 - STREET IMPROVEMENT



PROJECT	YEAR										
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	
Eustis/Malvern Street Alley Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roselawn & Eustis Street Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sealcoating - all City streets 6 year schedule (last one 2016)	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ -
TOTALS	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ -

CITY OF LAUDERDALE
 TECHNOLOGY REPLACEMENT PLAN
 2020-2029



Department	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Funding Source(s)
City Administrator	0	0	0	1,500	0	0	0	1,500	0	0	Fund 101 - Operating
Assistant City Administrator	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
Deputy City Clerk	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Public Works Coordinator	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Public Works Maintenance	700	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
City Hall Front Counter	0	1,000	0	0	0	1,000	0	0	0	1,000	Fund 101 - Operating
Council Chambers/Cable TV	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
City Hall Copier	0	0	0	Lease	0	0	0	Lease	0	0	Fund 101 - Operating
TOTAL	700	1,000	2,000	3,500	1,000	1,000	2,000	3,500	1,000	1,000	

NOTES

Computers are replaced on 4-year schedule.

Copier is leased on 4-year schedule.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 12, 2019

ITEM NUMBER Discussion with Chief Inks

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Butch Inks was appointed the interim fire chief of St. Paul in January 2018. In that capacity, staff met with him to discuss services the St. Paul Fire Department (SPFD) provides to the city of Lauderdale. Namely, SPFD has provided EMS services to Lauderdale for decades, and they provide mutual aid services for fire calls. Chief Inks has been having similar conversations with neighboring cities to discuss opportunities for improvements especially in the area of sharing services.

Last week, Chief Inks was appointed the fire chief for the city of St. Paul thereby removing the interim label. With that process behind him, it seemed like a good time to have him meet the City Council to discuss Lauderdale's relationship with the city of St. Paul and the SPFD.

OPTIONS:

STAFF RECOMMENDATION:

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Popular In This Section

Mayor Carter Appoints Butch Inks as Fire Chief

FOR IMMEDIATE RELEASE

November 1, 2019

Contact:

Peter Leggett

peter.leggett@ci.stpaul.mn.us (<mailto:peter.leggett@ci.stpaul.mn.us>)

651-307-8603

SAINT PAUL - Today, Mayor Carter announced the appointment of Butch Inks to serve as Fire Chief for the City of Saint Paul.

"For more than 20 years, Chief Inks has brought the values we hold dear in Saint Paul to his service in our community," said Mayor Carter. **"Through his leadership, our Fire Department is poised to continue providing compassionate care and critical, life-saving services for all of us."**

"It is an honor to be appointed Fire Chief of the City of Saint Paul," said Chief Inks. **"I look forward to continuing our important work of ensuring the safety and well-being of our community alongside the incredible members of our Fire Department."**

- Deputy Mayor Jaime Tincher
[\(/departments/mayors-office/deputy-mayor-jaime-tincher\)](#)
- 2020 Budget Proposal
[\(/departments/mayors-office/2020-budget-proposal\)](#)
- Safe Housing Feedback Sessions
[\(/departments/mayors-office/safe-housing-feedback-sessions\)](#)

News

- 11/1/19 - Mayor Carter Appoints Butch Inks as Fire Chief
[\(/news/mayor-carter-appoints-butch-inks-fire-chief\)](#)
- 10/28/19 - Mayor Melvin Carter Announces Community Meetings on Public Safety
[\(/news/mayor-melvin-carter-announces-community-meetings-public-safety\)](#)
- 10/7/19 - Mayor Melvin Carter Announces SAFE Housing Community Feedback Sessions
[\(/news/mayor-melvin-carter-](#)

Chief Inks grew up in the Rice Street and Como area. He attended Como Elementary, Washington Junior High School, and graduated from Como Park High School. He has served as an employee of the City of St. Paul since 1985, starting his career in the Parks and Recreation Department. He began his career with the Fire Department in 1994 as a Firefighter.

Since then, he has held a variety of positions within the department, including Fire Equipment Operator, Rescue Squad Captain, District Chief, Special Operations Chief, Community Relations Chief, Deputy Chief, and Assistant Chief. Since January 2018, he has served as Interim Fire Chief. In these roles, he has been responsible for the management of the budget and daily operations of all fire personnel, stations, and apparatus. He also assisted in the development of the department's Equity Work-Plan.

Chief Inks is a retired Air Force Veteran. He served 26 honorable years, before retiring in 2012 from the United States Air Force fire department as a Deputy Fire Chief. His military experience includes numerous deployments to various parts of the world where he assisted in developing training programs still being used today.

Chief Inks holds a Business Management degree from the University of Northwestern - Saint Paul, where he graduated with Honors Magna Cum Laude. In addition to his work, Inks has volunteered as a youth coach in hockey, baseball, and girls' fastpitch softball and supports the Sheridan Story-Fighting Child Hunger.

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announces-safe-housing-community-feedback-sessions)
10/7/19 - Delegation From Saint Paul To Visit Changsha (/news/delegation-saint-paul-visit-changsha)
9/15/19 - Mayor Melvin Carter Statement on Saint Paul Police Officer-Involved Shooting in Midway Neighborhood (/news/mayor-melvin-carter-statement-saint-paul-police-officer-involved-shooting-midway-neighborhood)

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**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 12, 2019

ITEM NUMBER Halloween v. Elections 2020

STAFF INITIAL _____ HB _____

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

It may not be an epic showdown, but there is a conflict between the election and Halloween next year that staff want to start discussing now. Halloween is on a Saturday in 2020 due to the leap year and that Saturday is also an early voting day at City Hall. Assuming that the City Council wants to hold absentee voting at City Hall next year (instead of contracting with Ramsey County), the council chambers plus two staff will be needed until at least 4 p.m. for voting. Our numbers for early voting on that day have grown as people are more aware of the ability to vote early without an excuse. In addition to the voting activity, we also will be housing all of the voting equipment, ballots, and other materials that need to remain secured during that time.

As voting begins again Monday morning, election setup will continue throughout the day on Monday. There will also be a need to take down the Halloween materials and get the Social Room ready in a limited timeframe. Staff have been discussing ways to streamline some processes, but we should begin thinking of alternatives to the maze and back lobby activities.

OPTIONS:

STAFF RECOMMENDATION: