

## **LAUDERDALE CITY COUNCIL MEETING AGENDA**

### **7:00 P.M. TUESDAY, NOVEMBER 24, 2020**

Due to the coronavirus, the city council is holding meetings by teleconference. The public may view the meeting on Lauderdale's public access channel 16 for cable subscribers or online at <https://www.ctvnorthsuburbs.org/your-city/lauderdale/>. The public may join the meeting using the login instructions at the end of the agenda.

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 November 10, 2020 City Council Meeting
  - c. Minutes of the November 12, 2020 Canvassing Board Meeting
  - d. Claims Totaling \$31,203.82
4. **CONSENT**
  - a. October Financial Report
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
  - a. 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. Alley Vacation at 1795 Eustis Street
  - b. Variance Request for 1847 Fulham Street
8. **DISCUSSION / ACTION ITEM**
  - a. Real Estate Equities Final PUD Application for a Senior Development at 1795 Eustis Street – Development Agreement
  - b. Tobacco Ordinance Revisions
  - c. 2020-2021 Skating Rink Hires
  - d. 2021 Preliminary Fund Budgets and Utility Rates

**9. ITEMS REMOVED FROM THE CONSENT AGENDA**

**10. ADDITIONAL ITEMS**

**11. SET AGENDA FOR NEXT MEETING**

- a. Public Hearing 2021 Budget and Levy
- b. Findings of Fact Resolution for 1847 Fulham Street Variance Request
- c. Real Estate Equities Final PUD Application for a Senior Development at 1795 Eustis Street
- d. Tobacco Ordinance Public Hearing (January 12)

**12. WORK SESSION**

- a. Community Development Update
- b. 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.

**13. ADJOURNMENT**

**Login Instructions:**

You are invited to a Zoom webinar.

When: Nov 24, 2020 07:00 PM Central Time (US and Canada)

Topic: November 24, 2020 City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82048274100?pwd=UW9OZWVmRHBSTnVZTUpoOFVZc3Fndz09>

Passcode: 352808

Or iPhone one-tap :

US: +13017158592,,82048274100# or +13126266799,,82048274100#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128 or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 820 4827 4100

International numbers available: <https://us02web.zoom.us/j/82048274100?pwd=UW9OZWVmRHBSTnVZTUpoOFVZc3Fndz09>

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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November 10, 2020

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:03 p.m.

**Roll Call**

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

Councilors absent: None.

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 on a roll call vote.

Mayor Gaasch asked if there were any corrections to the minutes of the October 27, 2020 city council meeting. There being none, Councilor Grove moved and seconded by Councilor Dains to approve the minutes of the October 27, 2020 city council meeting. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Grove to approve the claims totaling \$127,133.08. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Grove moved and seconded by Councilor Moffatt to approve the Consent Agenda thereby approving Resolution No. 111020A – Designating Polling Places for 2021 Elections and Resolution No. 111020B – Levying Special Assessments.

**Informational Presentations/Reports**

**A. City Council Updates**

Councilor Dains said Doug Cook, the Outreach Coordinator for Metro Transit, could attend the December 8 Council meeting alongside the City's Metropolitan Council Representative, Peter Lindstrom. Dains thanked those who administered the election and organized the Halloween event. Councilor Moffatt echoed the sentiments of Councilor Dains in regards to the election and Halloween. Mayor Gaasch attended the Regional Council of Mayors' event on the topic of mental health.

**Discussion/Action Item**

**A. Tobacco Ordinance Revisions and Presentation by Katie Engman of Association for Nonsmokers-MN**

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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November 10, 2020

In January, the Council adopted an interim ordinance to put a pause on the issuance of new tobacco licenses in order to update city code to reflect the new federal and state regulations. The Council invited Katie Engman of the Association of Nonsmokers-Minnesota to the meeting for a refresher on issues surrounding tobacco.

Butkowski addressed the draft ordinance in the packet. The revisions match new federal and state regulations. Also proposed was eliminating the provision allowing tobacco shops to sell flavored tobacco. The Council planned to discuss again at the next meeting. Before adoption, staff will send the draft ordinance to the licensed tobacco holders. The City is required to provide them a 30-day notice of a public hearing on the matter.

Mayor Gaasch called a five-minute recess before proceeding to the next discussion item.

B. Real Estate Equities Final PUD Application for a Senior Development at 1795 Eustis Street  
Jennifer Haskamp of Swanson-Haskamp Consulting and Patrick Ostrom from Real Estate Equities were at the meeting to discuss the submittals for the final Planned Unit Development (PUD) application prepared by Real Estate Equities. Jennifer provided an overview of whether the final PUD application addressed the conditions and requirements adopted by the City Council by resolution in July 2019. Staff said the public hearing on the alley vacation was scheduled for November 24 with notices being mailed to affected residents.

C. Resolution No. 111020C – Allocating the City’s CARES Act Funds

Butkowski said staff was implementing the small business grant program authorized by the Council to spend a portion of the \$181,419 in CARES Act funds. Staff totaled costs attributable to October and reported them to MMB last week. That amount totaled \$9,743.40 to acquire equipment for teleconferencing city council meetings, staffing costs, and PPE. To date, staff reported \$30,196 in expenses to MMB leaving \$151,223 unspent. For November, staff will report costs for a new website and the small-business grant program with the remainder being allocated to public safety costs.

Councilor Grove made a motion to adopt Resolution No. 111020C—Approving Allocations of the City of Lauderdale’s CARES Act Funds. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**Set Agenda for Next Meeting**

The November 10 Council meeting may include the variance request for 1847 Fulham Street, 2021 preliminary fund budgets and utility rates, tobacco ordinance study and revisions, and a public hearing for alley vacation at 1795 Eustis Street.

**Work Session**

A. Community Development Update

Butkowski stated that she and Mayor Gaasch met with Rosehill Townhomes about storm water



LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

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November 10, 2020

improvements behind their homes and other city business. Butkowski mentioned that staff were looking into excavating Gasperre Pond this winter since it is dry.

**B. Opportunity for the Public to Address the City Council**

Mayor Gaasch opened up the floor to anyone in attendance interested in addressing the Council.

Josh Dirksen, 1815 Lake Street, stated that Real Estate Equities proposal at 1795 Eustis Street was aesthetically displeasing and out of character in the neighborhood. He continued to say that he would like more information on both sides of the tobacco issue.

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

**C. 2021 Preliminary Fund Budgets**

Butkowski did a verbal overview of anticipated capital improvement program (CIP) items for 2021. The CIP and proposed rates will be ready by the next council meeting.

**Adjournment**

Councilor Dains moved and seconded by Councilor Mofatt to adjourn the meeting at 9:34 p.m. Motion carried unanimously on a roll call vote.

Respectfully submitted,



Miles Cline  
Deputy City Clerk

LAUDERDALE CANVASSING BOARD  
MEETING MINUTES  
HELD REMOTELY VIA TELECONFERENCE

Page 1 of 1

November 12, 2020

**Call to Order**

The Lauderdale Canvassing Board meeting was called to order at 5:41 p.m.

**Roll Call**

Canvassing members present: Andi Moffatt, Jeff Dains, Kelly Dolphin, and Mayor Mary Gaasch.

Canvassing member absent: Roxanne Grove.

Staff present: Heather Butkowski, City Administrator, and Jim Bownik, Assistant to the City Administrator.

**Discussion/Action Item**

A. Resolution 111220A – Certifying the Election Returns of the November 3, 2020, General Municipal Election

Butkowski explained that the governing body of a city acts as the canvassing board, canvasses the returns, and declares the results of the election within three to ten days after a general election. The canvass includes the write-in candidates for city offices.

Councilor Moffatt made a motion to adopt Resolution 111220A—A Resolution Certifying the Election Returns of the November 3, 2020, General Municipal Election. This was seconded by Councilor Dolphin and carried unanimously on a roll call vote.

**Adjournment**

Councilor Moffatt moved and seconded by Councilor Dains to adjourn the meeting at 5:45 p.m. Motion carried unanimously on a roll call vote.

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 24, 2020  
**Subject:** List of Claims

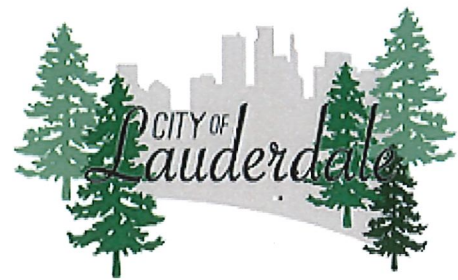
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The claims totaling \$31,203.82 are provided for City Council review and approval that includes check numbers 27189 to 27208.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: MILES.CLINE  
Printed: 11/19/2020 3:22 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	11/13/2020	
		PR Batch 52300.11.2020 PERA Coordinated	PR Batch 52300.11.2020 PER	1,198.66
		PR Batch 52300.11.2020 PERA Coordinated	PR Batch 52300.11.2020 PER	1,038.85
Total for this ACH Check for Vendor 43:				2,237.51
ACH	44	Minnesota Department of Revenue	11/13/2020	
		PR Batch 52300.11.2020 State Income Tax	PR Batch 52300.11.2020 State	665.62
Total for this ACH Check for Vendor 44:				665.62
ACH	45	ICMA Retirement Corporation	11/13/2020	
		PR Batch 52300.11.2020 Deferred Comp	PR Batch 52300.11.2020 Defe	1,075.99
		PR Batch 52300.11.2020 Deferred Comp	PR Batch 52300.11.2020 Defe	1,758.68
Total for this ACH Check for Vendor 45:				2,834.67
ACH	46	Internal Revenue Service	11/13/2020	
		PR Batch 52300.11.2020 FICA Employee Portio	PR Batch 52300.11.2020 FIC.	1,074.70
		PR Batch 52300.11.2020 Medicare Employee Pc	PR Batch 52300.11.2020 Med	251.33
		PR Batch 52300.11.2020 FICA Employer Portio	PR Batch 52300.11.2020 FIC.	1,074.70
		PR Batch 52300.11.2020 Federal Income Tax	PR Batch 52300.11.2020 Fede	1,726.66
		PR Batch 52300.11.2020 Medicare Employer Po	PR Batch 52300.11.2020 Med	251.33
Total for this ACH Check for Vendor 46:				4,378.72
ACH	47	Public Employees Insurance Program	11/13/2020	
		PR Batch 52300.11.2020 Health Insurance	PR Batch 52300.11.2020 Heal	2,212.80
		PR Batch 52300.11.2020 Dental	PR Batch 52300.11.2020 Den	116.10
Total for this ACH Check for Vendor 47:				2,328.90
27189	72 SBGrant	Justin Francis LLC CARES Small Business Grant	11/13/2020	
Total for Check Number 27189:				5,000.00
27190	324 SBGrant	Rebuilding Together Twin Cities CARES Small Business Grant	11/13/2020	
Total for Check Number 27190:				5,000.00
Total for 11/13/2020:				22,445.42
27191	65 17178053	Allstream Inc. Fax Line	11/24/2020	
Total for Check Number 27191:				52.90
27192	184	Cintas	11/24/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4066745550	November Uniforms		11.03
	4067405854	November Uniforms		11.03
			Total for Check Number 27192:	22.06
27193	192 111268310	Comcast Holdings Corporation September-November Internet	11/24/2020	1,060.03
			Total for Check Number 27193:	1,060.03
27194	25 EMCOM-008848 EMCOM-008848 EMCOM-008848	County of Ramsey October CAD Services October 911 Dispatch Services October Fleet Support	11/24/2020	205.40 1,060.57 6.24
			Total for Check Number 27194:	1,272.21
27195	19 85150	Ehlers and Associates Inc Financial Consulting	11/24/2020	663.75
			Total for Check Number 27195:	663.75
27196	9 86370	Genuine Parts Company Inc Truck Parts	11/24/2020	29.47
			Total for Check Number 27196:	29.47
27197	134 00106	Katrina Joseph October Legal Services	11/24/2020	925.00
			Total for Check Number 27197:	925.00
27198	31 157950 157950	Kennedy & Graven Chartered General Legal Advice Bond Consultation	11/24/2020	1,047.50 125.00
			Total for Check Number 27198:	1,172.50
27199	185 112020 112020 112020	Lauderdale Certified Auto Repair Inc October Fuel October Fuel October Fuel	11/24/2020	47.86 223.33 47.86
			Total for Check Number 27199:	319.05
27200	291 2020-10	MKC Inc Davis-Bacon Consulting Services	11/24/2020	585.00
			Total for Check Number 27200:	585.00
27201	12 2020-210 2020-210 2020-210	North Suburban Access Corporation October Webstreaming & Archiving October Virtual Meeting Charges October Virtual Meeting Production	11/24/2020	278.83 150.00 346.00
			Total for Check Number 27201:	774.83
27202	5 619861-10-20	Premium Waters Inc October Water Bottles	11/24/2020	15.99
			Total for Check Number 27202:	15.99
27203	102	SHI International Corp	11/24/2020	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	B12160518	Microsoft Office License - HB		268.00
			Total for Check Number 27203:	268.00
27204	135 1020572525	St Paul Pioneer Press Election Notices	11/24/2020	65.60
			Total for Check Number 27204:	65.60
27205	26 1720158	Stantec Consulting Services Inc Gen Eng Services	11/24/2020	414.25
			Total for Check Number 27205:	414.25
27206	90 9866044425 9866044425 9866044425	Verizon Wireless October Cell Phone October Cell Phone October Cell Phone	11/24/2020	33.17 16.59 16.59
			Total for Check Number 27206:	66.35
27207	7 8706607-0500-1	Waste Management Inc November Public Works	11/24/2020	501.00
			Total for Check Number 27207:	501.00
27208	74 707237765 707599420 707599420 707599420 707599420	Xcel Energy October Street Lighting 1917 Walnut Street 1917 Walnut Street 1885 Fulham Street 1885 Fulham Street	11/24/2020	424.04 33.99 34.70 29.85 27.83
			Total for Check Number 27208:	550.41
			Total for 11/24/2020:	8,758.40
			Report Total (25 checks):	31,203.82

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent   X    
Public Hearing         
Discussion         
Action         
Resolution         
Work Session       

Meeting Date November 24, 2020

ITEM NUMBER October Financial Report

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month, staff provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for October 2020.

### OPTIONS:

### STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's financial report for October 2020.

# General Ledger

## Cash Balances

User: heather.butkowski  
 Printed: 11/20/2020 4:24:31 PM  
 Period 10 - 10  
 Fiscal Year 2020



Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-2,981,610.39	346,133.92	209,014.42	-2,844,490.89
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	13,235.18	4,259.74	2,700.35	14,794.57
Cash	227-00000-000-10100	69,860.15	98.97	5,910.93	64,048.19
Cash	305-00000-000-10100	311.76	0.00	0.00	311.76
Cash	306-00000-000-10100	113,288.92	12,777.55	0.00	126,066.47
Cash	401-00000-000-10100	158,990.25	246.05	0.00	159,236.30
Cash	403-00000-000-10100	498,739.75	746.88	16,122.22	483,364.41
Cash	404-00000-000-10100	322,929.98	290.87	134,976.00	188,244.85
Cash	414-00000-000-10100	391,817.75	606.36	0.00	392,424.11
Cash	416-00000-000-10100	94,494.02	0.00	0.00	94,494.02
Cash	602-00000-000-10100	1,069,016.51	13,323.37	25,307.04	1,057,032.84
Cash	603-00000-000-10100	423,960.47	4,277.89	8,626.58	419,611.78
<b>Current Assets</b>		<b>175,134.35</b>	<b>382,761.60</b>	<b>402,657.54</b>	<b>155,238.41</b>
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
<b>Petty Cash</b>		<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
Investments - Fair Value Adj	101-00000-000-10410	3,718,803.18	5,345.47	325,000.00	3,399,148.65
<b>Investments</b>		<b>3,718,803.18</b>	<b>5,345.47</b>	<b>325,000.00</b>	<b>3,399,148.65</b>
<b>Grand Total</b>		<b><u>3,894,237.53</u></b>	<b><u>388,107.07</u></b>	<b><u>727,657.54</u></b>	<b><u>3,554,687.06</u></b>



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
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 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% ExpendCollect
101	<b>General Fund</b>					
	<b>Revenue</b>					
	Taxes	845,614.00	0.00	475,181.27	370,432.73	56.19
	Licenses and Permits	40,650.00	932.70	31,282.85	9,367.15	76.96
	Intergovernmental Revenues	549,070.00	0.00	455,754.50	93,315.50	83.00
	Charges for Services	12,350.00	150.00	9,376.05	2,973.95	75.92
	Fines and Forfeits	27,000.00	1,452.50	17,635.44	9,364.56	65.32
	Miscellaneous Revenue	10,000.00	931.04	7,053.60	2,946.40	70.54
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
		<u>1,484,684.00</u>	<u>3,466.24</u>	<u>996,283.71</u>	<u>488,400.29</u>	<u>67.10</u>
	<b>Revenue</b>					
	<b>Expense</b>					
	Personal Services	418,026.00	43,515.38	341,104.50	76,921.50	81.60
	Supplies	17,350.00	1,188.33	14,160.78	3,189.22	81.62
	Other Services and Charges	1,003,308.00	141,297.56	843,962.84	159,345.16	84.12
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	46,000.00	0.00	0.00	46,000.00	0.00
		<u>1,484,684.00</u>	<u>186,001.27</u>	<u>1,199,228.12</u>	<u>285,455.88</u>	<u>80.77</u>
	<b>Expense</b>					
101	<b>General Fund</b>	0.00	-182,535.03	-202,944.41	202,944.41	0.00

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
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 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue					
	Taxes	20,000.00	4,236.88	12,896.35	7,103.65	64.48
	Miscellaneous Revenue	40.00	22.86	125.92	-85.92	314.80
	Revenue	20,040.00	4,259.74	13,022.27	7,017.73	64.98
	Expense					
	Personal Services	9,257.00	1,034.99	7,902.61	1,354.39	85.37
	Supplies	700.00	0.00	650.00	50.00	92.86
	Other Services and Charges	3,300.00	1,665.36	6,397.76	-3,097.76	193.87
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
	Expense	18,257.00	2,700.35	14,950.37	3,306.63	81.89
	Communications	1,783.00	1,559.39	-1,928.10	3,711.10	-108.14

# General Ledger Revenue vs Expense

User: heather.butkowski  
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Period 10 - 10  
Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	5,900.00	0.00	0.00	5,900.00	0.00
	Miscellaneous Revenue	36,315.00	98.97	20,985.13	15,329.87	57.79
	<b>Revenue</b>	<b>42,215.00</b>	<b>98.97</b>	<b>20,985.13</b>	<b>21,229.87</b>	<b>49.71</b>
	Expense					
	Personal Services	23,830.00	2,650.77	17,027.77	6,802.23	71.46
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	39,122.00	3,260.16	32,539.34	6,582.66	83.17
	Capital Outlay	350.00	0.00	0.00	350.00	0.00
	<b>Expense</b>	<b>63,302.00</b>	<b>5,910.93</b>	<b>49,567.11</b>	<b>13,734.89</b>	<b>78.30</b>
227	Recycling	-21,087.00	-5,811.96	-28,581.98	7,494.98	135.54

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
305	GO TIF Revenue Bonds 2018A					
	Revenue					
	Miscellaneous Revenue	500.00	0.00	11.09	488.91	2.22
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	500.00	0.00	11.09	488.91	2.22
	Expense					
	Other Services and Charges	0.00	0.00	475.00	-475.00	0.00
	Debt Service	25,253.00	0.00	25,252.50	0.50	100.00
	Expense	25,253.00	0.00	25,727.50	-474.50	101.88
305	GO TIF Revenue Bonds 2018A	-24,753.00	0.00	-25,716.41	963.41	103.89

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	100.00	194.79	946.91	-846.91	946.91
	Other Financing Sources	127,837.00	12,582.76	47,862.61	79,974.39	37.44
	Revenue	127,937.00	12,777.55	48,809.52	79,127.48	38.15
	Expense					
	Other Services and Charges	0.00	0.00	475.00	-475.00	0.00
	Debt Service	23,865.00	0.00	23,864.58	0.42	100.00
	Expense	23,865.00	0.00	24,339.58	-474.58	101.99
306	2019A Improvement Bonds	104,072.00	12,777.55	24,469.94	79,602.06	23.51

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
401	General Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	1,500.00	246.05	1,405.61	94.39	93.71
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	1,500.00	246.05	1,405.61	94.39	93.71
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	85,000.00	0.00	0.00	85,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	85,000.00	0.00	0.00	85,000.00	0.00
401	General Capital Projects	-83,500.00	246.05	1,405.61	-84,905.61	-1.68

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	Street Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	4,000.00	746.88	4,802.94	-802.94	120.07
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	4,000.00	746.88	4,802.94	-802.94	120.07
	Expense					
	Capital Outlay	0.00	16,122.22	43,379.78	-43,379.78	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	16,122.22	43,379.78	-43,379.78	0.00
403	Street Capital Projects	4,000.00	-15,375.34	-38,576.84	42,576.84	-964.42

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	Park Capital Projects					
	Revenue					
	Miscellaneous Revenue	4,000.00	290.87	89,044.62	-85,044.62	2,226.12
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	4,000.00	290.87	89,044.62	-85,044.62	2,226.12
	Expense					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	65,000.00	134,976.00	177,641.00	-112,641.00	273.29
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	65,000.00	134,976.00	177,641.00	-112,641.00	273.29
404	Park Capital Projects	-61,000.00	-134,685.13	-88,596.38	27,596.38	145.24



# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
405	Rosehill Tax Increment					
	Revenue					
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	0.00	0.00	0.00	0.00	0.00
405	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
	Rosehill Tax Increment	0.00	0.00	0.00	0.00	0.00

# General Ledger Revenue vs Expense

User: heather.butkowski  
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Period 10 - 10  
Fiscal Year 2020

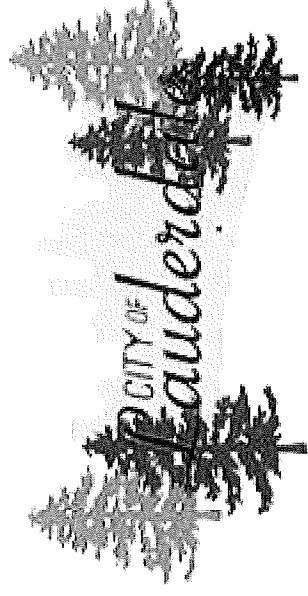


Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development					
	Revenue					
	Miscellaneous Revenue	4,000.00	606.36	5,964.72	-1,964.72	149.12
	Other Financing Sources	38,000.00	0.00	0.00	38,000.00	0.00
	Revenue	42,000.00	606.36	5,964.72	36,035.28	14.20
	Expense					
	Other Services and Charges	0.00	0.00	4,085.31	-4,085.31	0.00
	Other Uses	67,769.00	0.00	0.00	67,769.00	0.00
	Expense	67,769.00	0.00	4,085.31	63,683.69	6.03
	Development	-25,769.00	606.36	1,879.41	-27,648.41	-7.29

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020

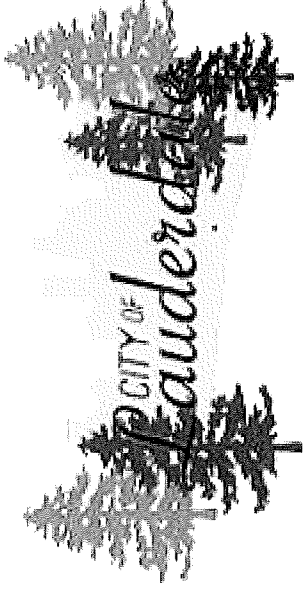


Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
415	Housing Redevelopment					
	Revenue					
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
415	Housing Redevelopment	0.00	0.00	0.00	0.00	0.00

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
416	TIF District No. 1-2					
	Revenue					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	0.00	0.00	80.98	-80.98	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	0.00	0.00	80.98	-80.98	0.00
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
416	TIF District No. 1-2	0.00	0.00	80.98	-80.98	0.00

# General Ledger Revenue vs Expense

User: heather.burkowski  
Printed: 11/20/2020 4:25:39 PM  
Period 10 - 10  
Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	285,916.00	11,800.22	238,065.24	47,850.76	83.26
	Miscellaneous Revenue	16,300.00	1,633.29	9,223.63	7,076.37	56.59
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	302,216.00	13,433.51	247,288.87	54,927.13	81.83
	Expense					
	Personal Services	75,030.00	8,369.98	65,444.54	9,585.46	87.22
	Supplies	800.00	46.37	490.65	309.35	61.33
	Other Services and Charges	193,141.00	17,000.83	163,163.57	29,977.43	84.48
	Capital Outlay	40,000.00	0.00	0.00	40,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	308,971.00	25,417.18	229,098.76	79,872.24	74.15
602	Sanitary Sewer	-6,755.00	-11,983.67	18,190.11	-24,945.11	-269.28

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	Storm Water					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	109,338.00	3,648.96	83,793.53	25,544.47	76.64
	Miscellaneous Revenue	4,500.00	648.37	3,700.25	799.75	82.23
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>113,838.00</b>	<b>4,297.33</b>	<b>87,493.78</b>	<b>26,344.22</b>	<b>76.86</b>
	Expense					
	Personal Services	63,672.00	7,104.73	55,453.25	8,218.75	87.09
	Supplies	750.00	46.36	490.64	259.36	65.42
	Other Services and Charges	27,150.00	1,494.93	22,422.67	4,727.33	82.59
	Capital Outlay	85,000.00	0.00	0.00	85,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>176,572.00</b>	<b>8,646.02</b>	<b>78,366.56</b>	<b>98,205.44</b>	<b>44.38</b>
603	Storm Water	-62,734.00	-4,348.69	9,127.22	-71,861.22	-14.55

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
999	<b>Fund</b>					
	<b>Revenue</b>					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense</b>					
	Personal Services	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
999	<b>Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 11/20/2020 4:25:39 PM  
 Period 10 - 10  
 Fiscal Year 2020



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		2,142,930.00	40,223.50	1,515,193.24	627,736.76	0.7071
Expense Total		2,318,673.00	379,773.97	1,846,384.09	472,288.91	0.7963
Grand Total		-175,743.00	-339,550.47	-331,190.85	155,447.85	1.8845



## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing   X    
Discussion   X    
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 10, 2020

ITEM NUMBER 1795 Eustis Street Alley PH

STAFF INITIAL   HB  

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Jennifer Haskamp of Swanson-Haskamp Consulting and Patrick Ostrom from Real Estate Equities will participate in the meeting. Please see the following memo and supporting documents from Jennifer regarding the alley vacation request. The purpose of tonight's meeting is to take public comment on the alley reorganization proposal.

### OPTIONS:

### STAFF RECOMMENDATION:



## MEMORANDUM

**To:** Mayor and City Council  
**CC:** Heather Butkowski, City  
Administrator

**Date:** November 20, 2020  
**RE:** Application to vacate public right-of-way and landscape easement at 1795 Eustis Street

### Application and Process Summary

The Applicant, Real Estate Equities (REE), on behalf of the City of Lauderdale (Owner), has applied to vacate a public right-of-way and landscape easement on the subject property. The Applicant is working through a Planned Unit Development (PUD) process to redevelop the site at 1795 Eustis Street with an affordable senior apartment project (Project). The Applicant received Development Stage PUD approval in July of 2019 with conditions as noted in Resolution #070919B. Conditions #3 and 4 in the resolution state that an application to vacate the easement must be made, and that any approval of the Final PUD and Rezoning must be conditioned on the approved vacation.

A duly noticed public hearing has been scheduled for the regular City Council meeting on November 24, 2020. The purpose of the hearing is to solicit public testimony regarding the proposed request to vacate the easement as identified in the Attachments to this staff report.

The following staff report is provided for your review and consideration.

### Application Summary

The Applicant, on behalf of the Owner, has requested approval to vacate a right-of-way and landscape easement on the southwestern edge of the subject property located at 1795 Eustis Street. The current site configuration connects the east-west alley along the southwestern edge to the north-south alley which runs parallel to Eustis Street and connects to Ione Street to the south. The existing configuration allow both ingress and egress to all single-family properties and the subject site to either Malvern Street or Ione Street (i.e. it is a through-alley).

This application proposes to swap the current ingress/egress easement from its current location extending from the north-south alley west to Malvern Street, and replacing it with a new east-west easement to provide ingress/egress to Eustis Street that will be provided through the main access driveway on the Project site when developed. (See Attachment A: Vacation & Easement Location Key)

The following list of attachments are provided to assist in your review of the following staff report and analysis:

- Attachment A: Vacation & Easement Location Key
- Attachment B: Alley Vacation Application and Exhibit



## Application to Vacate Alley

The existing right-of-way and landscape easement area is currently developed with an approximately 10-foot traveled surface that connects from Malvern Street to the perpendicular north-south alleyway that runs north-south connecting to Ione Street. The existing configuration allows for through-access to all properties on this block which is generally bound by Ione Street on the south, Malvern Street on the West, Spring Street on the north and Eustis Street on the south.

The application materials submitted in Attachment B identify 1) the portion of easement to be vacated, and 2) a new public right-of-way easement for access to be dedicated if the proposed Project is approved. The Applicant proposes to “swap” the east-west alley easement area from ingress/egress from Malvern to ingress/egress to Eustis Street. The “swap” will result in a new easement dedicated for public use through the proposed Project site to align with the newly developed main access into the site from Eustis. This swap will protect the through-access for all residents on this block but will alter their route from Malvern to Eustis Street. This exchange or swap was shown on the Concept Plan and in the Development Stage PUD process. In concept this configuration was approved, but a formal application and consideration of the vacation is required per MN State Statute.

When considering a request to vacate a public right-of-way easement the City Council must consider MN State Statute 412.851 which states, “No vacation shall be made unless it appears in the interest of the public to do so...”

### Analysis and Review

The reconfiguration and redevelopment of the site necessitates changing the public right-of-way easement on the subject Property. Swapping the access easements results in generally the same ingress/egress to the properties on this block and maintains through-access for residents and emergency vehicles. ***The reconfiguration of the site is acceptable, and staff believes that the proposed vacation is in the interest of the public provided an alternate access location to Eustis Street is granted as depicted in Attachment B.***

As noted in the Final PUD review process, site construction activities will include demolition of all structures and improvements on the subject property. Staff has discussed with the Applicant the need to maintain the existing alleyway to Malvern Street until such time that the new access to Eustis Street is constructed and operational. ***Staff suggests including a condition of approval that the demolition of the existing alleyway may not be completed until the new easement access to Eustis Street is constructed and open for public use.***

As noted at the November 10, 2020 City Council meeting, staff suggests consideration of the following addition conditions to be included in the resolution granting approval of the requested vacation:

- The vacation is approved conditioned on the successful closing on the subject property by the Applicant and that they become the fee title owner.
- The new right-of-way easement to Eustis Street shall be drafted to ensure the public right to use the driveway for ingress and egress is perpetual. Such easement language shall be reviewed and approved by the City Attorney.
- The vacation may not be recorded until the Final PUD and Development Agreement are executed.



### **Next Steps**

After public testimony and discussion, Staff requests direction to prepare a resolution of approval with conditions, or denial with findings to be presented at the regular December 8, 2020 City Council meeting.





## ATTACHMENT B

### EASEMENT VACATION

October 29, 2020

A perpetual easement for public right-of-way, landscaping and other purposes over, under, across and through the South 22.5 feet of Lot 23, Block 10, Lauderdale's East Side Addition to Minneapolis.

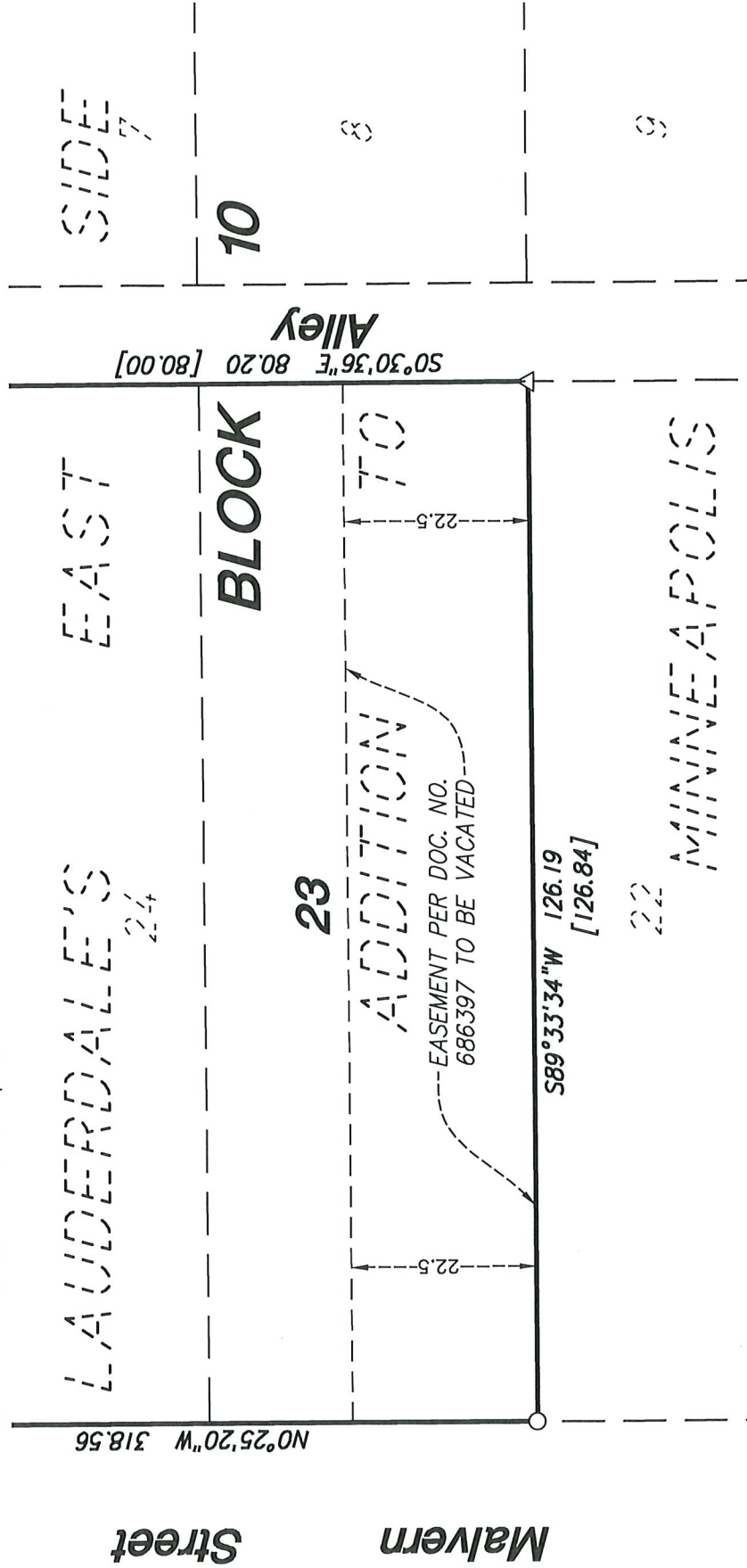


SCALE IN FEET

# EXHIBIT

EASEMENT VACATION  
October 29, 2020

A perpetual easement for public right-of-way, landscaping and other purposes over, under, across and through the South 22.5 feet of Lot 23, Block 10, Lauderdale's East Side Addition To Minneapolis.



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

*Max L. Stanislawski*

Max L. Stanislawski - PLS License No. 48988

10/29/20  
Date



# LOUCKS

Loucks Project No. 18644

# EXHIBIT

## INGRESS & EGRESS EASEMENT

October 28, 2020

The south 9.00 feet of Lot 5, together with the west 3.00 feet and north 15.00 feet of Lot 6, all in Block 10, LAUDERDALE'S EAST SIDE ADDITION TO MINNEAPOLIS, Ramsey County, Minnesota.

Together with that part of the vacated Alley lying north of the westerly extension of the south line of said Lot 6 and south of the westerly extension of the north line of said south 9.00 feet of Lot 5.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

*Max L. Stanislawski*

Max L. Stanislawski - PLS

License No. 48988

10/29/20

Date

Sheet 1 of 2 Sheets



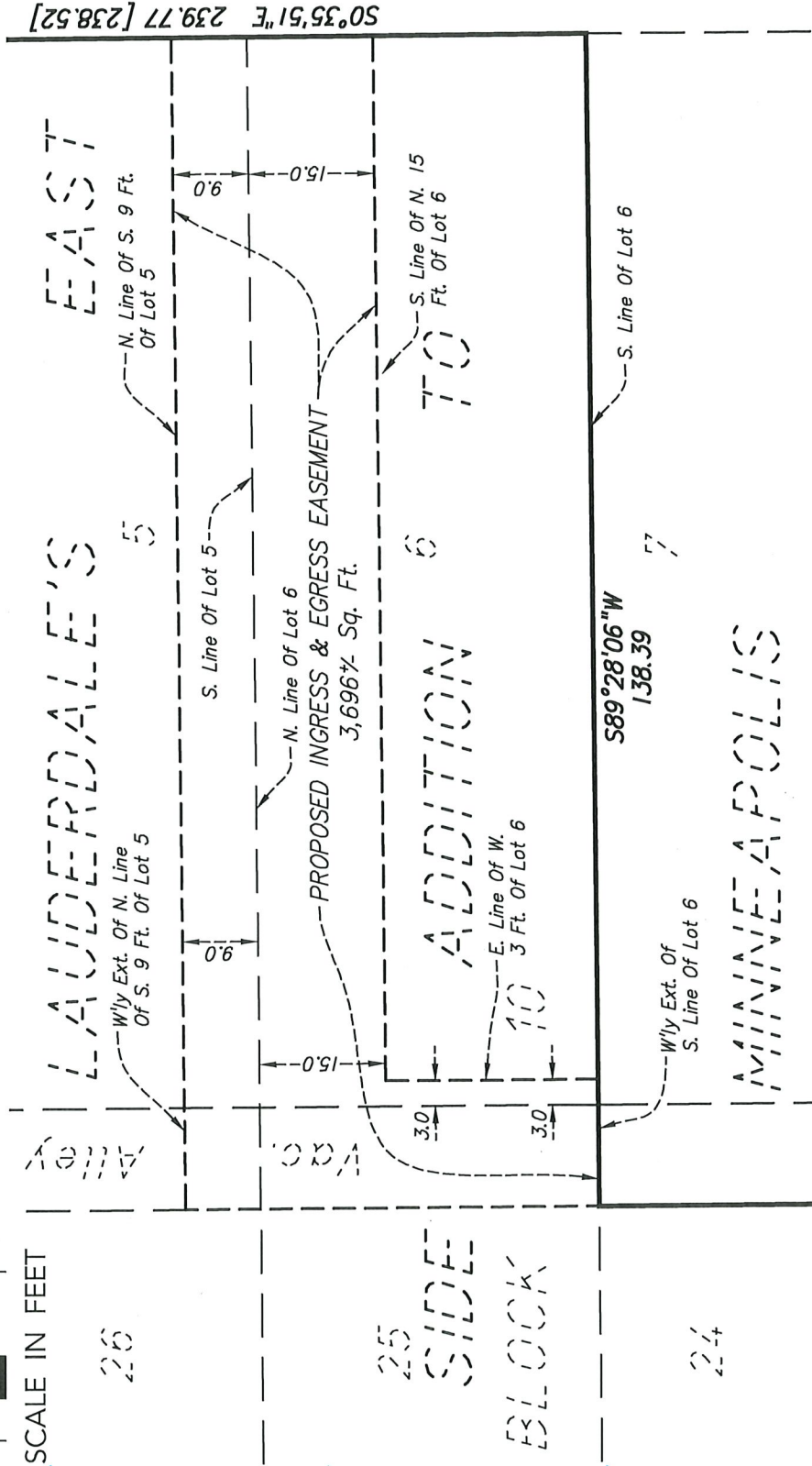
Loucks Project No. 18644





SCALE IN FEET

# EXHIBIT



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

*Max L. Stanislawski*

Max L. Stanislawski - PLS License No. 48988

10/29/20

Date



Loucks Project No. 18644

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_X\_\_\_\_\_  
Discussion \_\_\_\_\_X\_\_\_\_\_  
Action \_\_\_\_\_X\_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 24, 2020

ITEM NUMBE 1847 Fulham Deck Variance

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

See attached memo.

### OPTIONS:

### STAFF RECOMMENDATION:

## MEMO

DATE: NOVEMBER 24, 2020  
TO: MAYOR AND COUNCIL  
FROM: JIM BOWNIK  
RE: VARIANCE APPLICATION FOR 1847 FULHAM STREET

Applicant/Owner/Location: Eric & Alyssa McIntosh, 1847 Fulham St, Lauderdale, MN 55113

Proposal: The applicant reconstructed a deck that is attached to the rear of the house. The previous deck was located two feet from the north side property line. The reconstructed deck was built to the north side property line and follows that line for a distance of twelve feet. Zoning regulations require a side yard setback of five feet. Thus, the applicant is requesting a five-foot variance to build to the north property line for a zero-foot setback for the reconstructed deck.

### **POLICIES AND PROCEDURES FOR VARIANCE APPROVAL**

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. These requirements are outlined on the attached Variance Checklist.

Here is the general order of procedure.

- 1) Staff presentation.
  - Apply the Practical Difficulties Test
- 3) Public Hearing.
- 4) Approve or deny the variance, adding any conditions as necessary.

### **PRACTICAL DIFFICULTY TEST**

The municipal variance standard requires the City to apply a three-factor test for "practical difficulties" consisting of (1) reasonableness, (2) uniqueness, and (3) essential character.

A variance should be granted if strict enforcement of the municipal variance standard as applied to a particular piece of property would cause the landowner a "practical difficulty." The landowner is generally entitled to the variance if and only if the applicant meets the statutory three-factor test for practical difficulty. If the applicant does not meet all three factors of the statutory test, then a variance should not be granted.

### **ESTABLISHING THE FINDINGS OF FACT (Based on Answers to Questions on the Variance Checklist)**

The applicant has described the proposed project and why a variance is requested in the attached letter and provided answers to the questions in the Variance Checklist:

- A) How does the proposal put your property to use in a reasonable manner?
- B) What are the unique circumstances to the property not created by the landowner?
- C) How will a variance, if granted, not alter the essential character of the locality?
- D) How is granting of a variance in harmony with the purposes and intent of the Zoning Ordinance?

E) How are the terms of a variance consistent with the Comprehensive Plan?

### **STAFF REVIEW**

The previous deck was located two feet from the north side property line. The required setback is five feet from the side property line. Thus, the previous deck was considered a non-conforming structure, which could remain, but if rebuilt needs to meet the current five-foot setback with the following exception:

#### **10-11-3: DAMAGE:**

Any nonconforming structure damaged by fire, flood, explosion, or other casualty may be reconstructed and used as before if such reconstruction is performed within twelve (12) months of such casualty, and if the restored structure has no greater coverage and contains no greater cubic content than before such casualty.

The City Council has not granted a zero-foot setback before, to my knowledge, and granting it would set an unwelcome precedent. The applicant did not discuss the project with staff or apply for the required zoning and building permits before proceeding with the reconstruction and expansion of the nonconforming structure. If the applicant would have talked to staff, we would have let them know an approved variance would be needed before they could apply for a building permit. Granting this request would set another unwelcome precedent where property owners build whatever they want, wherever they want and expect leniency from the Council if it doesn't meet code. This request is an example of a back-end request previously discussed with Council that involves staff trying to get a property owner to comply with regulations after-the-fact.

In the first paragraph of their application, the applicants claim the house foundation has a zero-foot setback. Staff disagrees because the small area that comes to the north line is just an egress for the house. The house's foundation is two feet from the side property line. The previous deck lined up with the edge of the house's foundation at the two-foot distance from the line. Staff believe there are no unique circumstances involved with the property.

A fence also was reconstructed along the north side property line. Again, the applicant did not discuss the fence with staff and a permit was not applied for. The fence and deck were separate structures before both were reconstructed. After reconstruction, the two structures are now interconnected. We requested the applicants apply for a second back-end variance for the fence so the two variances could be processed together, but we have not received the second variance application. Due to the 60-day rule on land use applications, staff had to proceed with processing the deck variance alone. The fence and deck are interconnected because the north end of the deck attaches to the fence and because the fence acts as a railing. The shorter part of the fence is over the maximum height of six feet allowed by city code.

Here are some things to consider when deciding on approval or denial of this variance request:

- The City Council is not required to approve requests where a property owner has constructed something without permits or land use approvals.

- Zoning variances run with the land, so this property would always have a deck zero feet from the north side property line. The applicant feels the variance is warranted because their house does not meet the current five-foot setback requirement. There are many legally non-conforming homes in Lauderdale; what standard would apply to them?
- The Council must determine whether you will allow them to apply for a building permit for a fence taller than six feet. Since the design is comingled, if the applicants are required to reduce the fence height, it will require additional changes in the deck design.
- If the City Council is inclined to approve the side yard variance request, conditions can be attached to the approval. Staff recommend these conditions be completed before the variance is valid. The city attorney may recommend others. If any of these conditions are not met, the variance would not be valid.
  - The property owners must complete the building permit application process and qualify for a building permit. Typically, this requires the submittal of a site plan, construction plans, and materials list for the Building Official to review. As it is unknown if the deck as constructed meets code, so the deck would need to be inspected by the Building Official. Typically decks require footing and framing inspections before completion. If deck components are not visible, the deck may need to be partially deconstructed or footings unearthed to verify it meets code.
  - The property owners must complete the fence permit application process and qualify for a fence permit if the fence is six feet or under. Thereafter, the applicants would need to bring the fence up to code which includes reducing the height of the fence to no more than six feet for the entire length, including the portion by the deck, agreeing to the conditions of an encroachment agreement for that portion built over the utility easement, and having the “finished” side face the neighbors.
  - If the property owners receive Council permission to build a fence to some height taller than six feet, they must qualify for a building permit which requires submission of a fence designed by an engineer. Thereafter, the applicants would need to bring the fence up to code at the not-to-exceed height granted by the Council for the entire length, including the portion by the deck, agreeing to the conditions of an encroachment agreement for that portion built over the utility easement, and having the “finished” side face the neighbors.
  - The property owners must remove the retaining wall they built on the backyard neighbor’s property. If the applicant would like to build a retaining wall, they would need to complete the retaining wall permit application process and qualify for a retaining wall permit before starting construction. This is not an item they can ask the Council to grant leniency as the Council has no authority to permit someone to build on another’s property
  - Pay for any legal or engineering fees incurred by the City in assisting the property owner in meeting the conditions of the variance.
- If the request is denied, the rationale for the denial must be included in the motion.
- If the request is denied, staff suggests July 1, 2021 as a date the property owner would be given to bring the property into compliance by removing any unpermitted structures.

## **ENCLOSURES**

A) Variance application, site plan, and variance checklist.

## **PUBLIC HEARING**

Adjacent property owners received notice of tonight's public hearing.

## **STAFF RECOMMENDATION**

1) Motion to direct staff to prepare a resolution of denial for the next meeting because the applicant did not meet all three factors of the practical difficulties test

## CITY OF LAUDERDALE VARIANCE CHECKLIST

The following requirements must be met in order for your variance application to be considered complete:

- 1) Have a pre-application meeting with city staff before submitting a variance application. Please bring the completed application and all required documents to this meeting.
- 2) Submit the following:
  - A) Variance application and fee.
  - B) Site Plan:
    - Drawn to scale.
    - Delineating your property lines (by locating property stakes, submitting a Certificate of Survey, or other means).
    - Showing lot lines, street names, locations and dimensions of all existing or proposed buildings, setback distances, parking areas, lot coverage percentage (as defined by structures covered by a roof) and any other pertinent site information.
- 3) Describe your proposed project and why you are requesting a variance.
- 4) Answer the following questions:
  - A) How does the proposal put your property to use in a reasonable manner?
  - B) What are the unique circumstances to the property not created by the landowner?
  - C) How will a variance, if granted, not alter the essential character of the locality?
  - D) How is granting of a variance in harmony with the purposes and intent of the Zoning Ordinance (Lauderdale's Zoning Ordinance can be found online at [www.ci.lauderdale.mn.us](http://www.ci.lauderdale.mn.us))?
  - E) How are the terms of a variance consistent with the Comprehensive Plan (Lauderdale's Comprehensive Plan can be found online at [www.ci.lauderdale.mn.us](http://www.ci.lauderdale.mn.us))?

### Information You Should Know

- The municipal variance standard requires the city to apply a three-factor test for "practical difficulties" consisting of (1) reasonableness, (2) uniqueness, and (3) essential character.
- Thus, the city is required to adopt findings based on the questions above.
- Conditions may be imposed on granting of variances if those conditions are directly related to and bear a rough proportionality to the impact created by the variance.



# City of Lauderdale

MAIN 651-792-7650

## LAND USE APPLICATION

Date: 10/12/20

### Fee Escrow Type of Request

### Description of Request

\$100 \$ 0 ☐ Lot Consolidation/Division  
\$150 \$ 0 ☒ Variance  
\$200 \$ 0 ☐ Conditional Use  
\$500 \$1,000 ☐ Zoning Amendment  
\$500 \$1,000 ☐ Subdivision  
\$500 \$1,000 ☐ PUD

### Applicant Information

Name: Eric McIntosh  
Address: 1847 Fulham St.  
C, S, Z: Lauderdale, MN 55113  
Phone: 651-233-6272  
Email: ecmcintosh@gmail.com  
Signature: [Signature]

### Owner Information (if different)

Name: Same  
Address: \_\_\_\_\_  
C, S, Z: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Signature: \_\_\_\_\_

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

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

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

<b>For Office Use Only</b>	PIN#: _____
Date of Complete Application: _____	Amount Paid: _____ Receipt #: _____
Escrow Fee Paid: _____	Receipt # _____ Date Escrow Returned: _____
PC Recommendation: (approve/deny) _____	Meeting Date: _____
Public Hearing Date: _____	CC Action: (approved/denied) Meeting Date: _____
Conditions? _____	



Lauderdale Zoning Committee,

We are writing to seek a deck variance for our single-family home at 1847 Fulham Street. Current zoning rules state that decks built within 5 feet of the property line must apply for a variance. However, our house foundation directly lies on the property line. Our rebuilt deck as planned will be attached to the rear of the house and would border the property line for twelve (12) feet on the northside of our property and will be in line with the fence which is also on the north side property line. From an external view and there would be no distinction between the deck and fence as they would have the same look. Also, we now understand that the application for a variance should have been submitted prior to the project being started and we desire to meet city rules and ordinances, and hope to work with the city to achieve the best outcome for all.

When we purchased this property in 2018 the deck was very old and rotting with loose deck boards and railings. Not safe or usable. The old deck came within two feet from the property line. We have a unique situation with the age of our house that the foundation of it directly abuts the northern property line. As such, there was a 2 foot gap between the edge of the deck and the fence (which sits on the property line) which was unusable, and diminished the aesthetics of the property. We sought to replace the footprint of the old deck and extend it to the north by two feet to utilize the space, and present the most aesthetically pleasing design as possible. This makes sense functionally for us and future owners as well. Also this deck would be within the foundation footprint of our house. Since our house was built in 1886 it predates the other houses in the area and so when the property lines were established for the other properties it was well known that the property line came directly to the foundation of our house.

While we understand that there may be some concern as to having space between the properties for such things as rain runoff, snow accumulation etc. I would point out that prior to our deck plans there was already a privacy fence in the same location, so should our request for a variance be approved it would in no way impact the space, look, or feel of the property from an external view. In fact, in discussing this with our neighbors, Terry and Leslie Knapp, they have spoken about how much the addition of the deck, with the privacy "wall", has improved the look and feel of their property and added much needed privacy, as

to no deck or fence being present. And they are very happy with the changes we have been making.

Regards,

Eric & Alyssa McIntosh  
1847 Fulham St.  
Lauderdale, MN 55113

## VARIANCE CHECKLIST

### Question #4

A. How does the proposal put your property to use in a reasonable manner?

**Response:** Without this variance the deck location would cause an awkward, unattractive, uncharacteristic and an unusable section of the back yard for us and any future owners. Our proposal allows for the best possible functionality of the space and also provides the most visually pleasing option for the area.

B. What are the unique circumstances to the property not created by the landowner?

**Response:** We have a unique situation with the age and property line of our house. Our house was built in 1886 and predates the neighboring houses in the area. When the property lines were established the foundation of our house was placed directly on the northern property line.

C. How will a variance, if granted, not alter the essential character of the locality?

**Response:** The replacement of the old, rotted and unsafe deck with a new properly designed, positioned and visually pleasing deck will not only unalter the character of the area, but will greatly enhance the look and feel of the yard, as well as, provide greater privacy to the neighbors and any future owners of the house.

D. How is granting of a variance in harmony with the purposes and intent of the Zoning Ordinance.

**Response:** The current deck ordinance which states that decks should have a setback of 5 ft from a side property line assumes that the house, as per building code, is also setback 5 ft. Current building code presumes to be written allowing alignment of the deck with the house foundation. Given that our house was built on the property line and grandfathered in to the 5ft setback, then granting this variance would bring our deck into the purpose and intent of the deck building code.

E. How are the terms of a variance consistent with the Comprehensive Plan.

**Response:** Our investing in a properly designed and visually pleasing deck greatly enhances the look and feel of the property. This produces a better visual condition of the property, which in turn increases the value of the property and neighboring properties and also reduces maintenance efforts for any future owner. As such this aligns with the 2030 comprehensive plan to improve the overall health of the housing community.

Design ID: 318153846781

Estimate ID: 67341

# ONLINE DECK STORE™

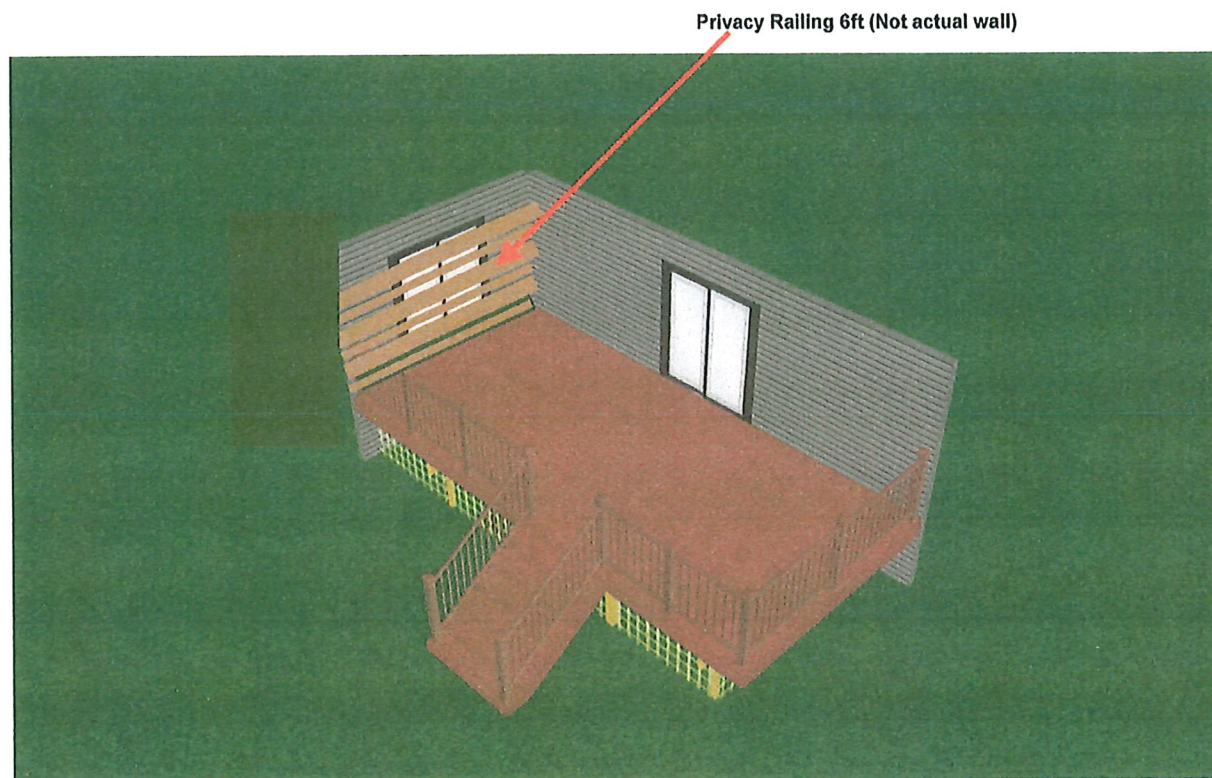


Illustration intended to show general deck size and shape. Some options may not be shown for picture clarity.

Layout dimension sheets are intended as a construction aid. Not all options selected are shown.

Final design should be performed by a registered professional engineer to ensure all applicable building codes and regulations are met.

This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions. MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest. Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF THE WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS.

Design ID: 318153846781  
Estimate ID: 67341

# ONLINE DECK STORE™

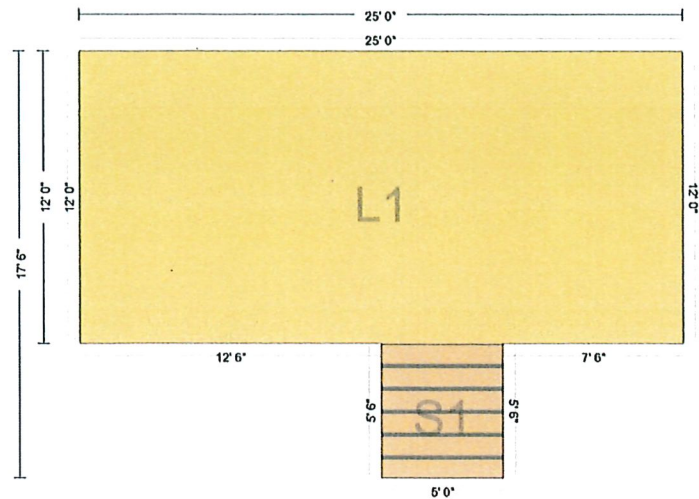


Illustration intended to show general deck size and shape. Some options may not be shown for picture clarity.



5/12/2020

**Design ID: 318153846781**

**Estimate ID: 67341**

## ONLINE DECK STORE™

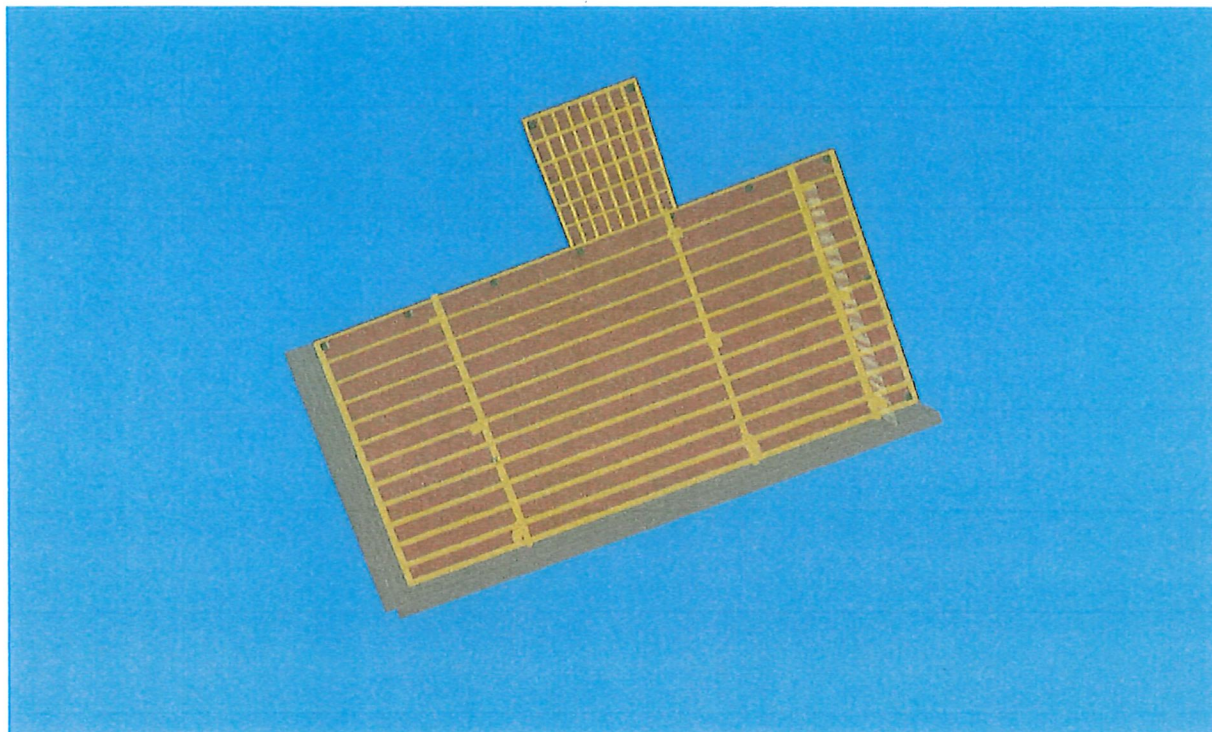


Illustration intended to show general deck size and shape. Some options may not be shown for picture clarity.

**Design ID: 318153846781**

**Estimate ID: 67341**

# ONLINE DECK STORE™

## Dimensions

Height off the ground: 4' 0"  
Width: 25' 0"  
Depth: 12' 0"

## Additional Options

Deck Flashing: No Deck Flashing  
Lattice: Treated Jumbo Panel  
Underdecking: No Underdecking

## Decking

Deck Board Material Type: UltraDeck Rustic  
Deck Board: Cedar  
Deck Board Fastener: UltraDeck T-Clip

## Framing

Framing Material Type: AC2 Green Treated  
Joist: 2x10  
Joist Spacing: 12" On Center  
Beam: 2x8  
Framing Post: 4x4 Framing Post  
Framing Fastener Type: Galvanized Framing Fastener  
Footing: 12" Poured Footing  
Footing Depth: 48" Footing Depth  
Joist Hanger Type: Galvanized Joist Hanger  
Joist Hanger Fastener Type: Joist Hanger Fastener Nail  
Cladding: Cladding

## Railing

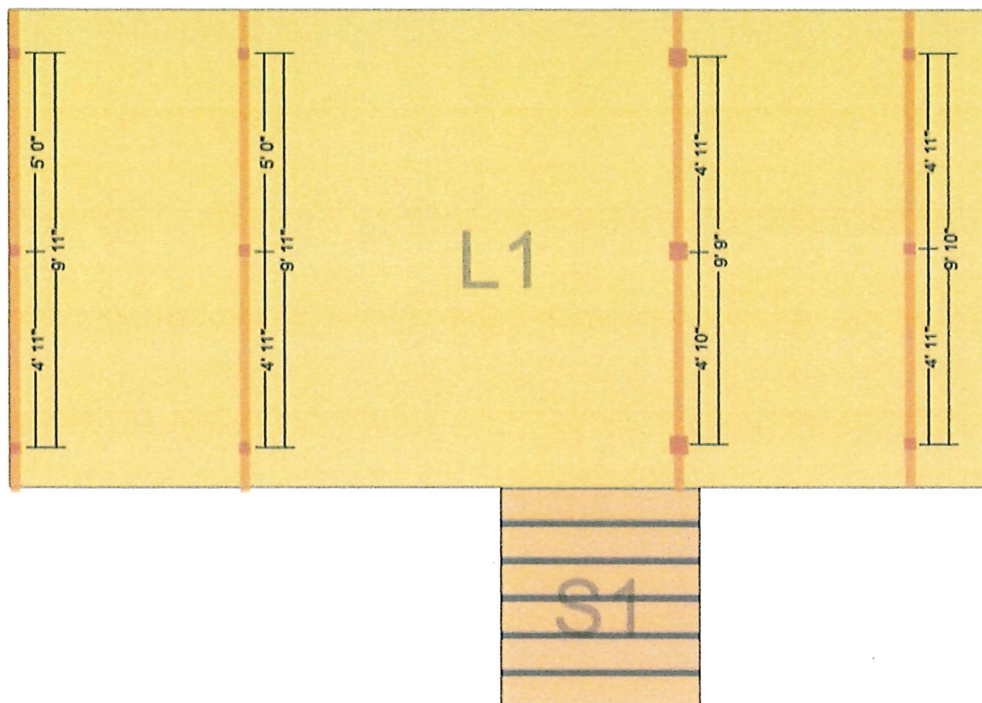
Railing Material Type: Rustic Railing  
Railing Style: Cedar  
Spindle: 32" Cedar  
Handrail: Cedar Rustic™ Handrail  
Graspable Handrail: No Graspable Handrail  
Railing Post: 4x4 post insert  
Post Sleeve: Cedar Rustic™ Post Sleeve  
Post Top: Cedar Post Cap  
Base Ring: Cedar Base Ring  
Mounting Style: Joist Mount

Design ID: 318153846781

Estimate ID: 67341

# ONLINE DECK STORE™

## L1 - Posts and Footings



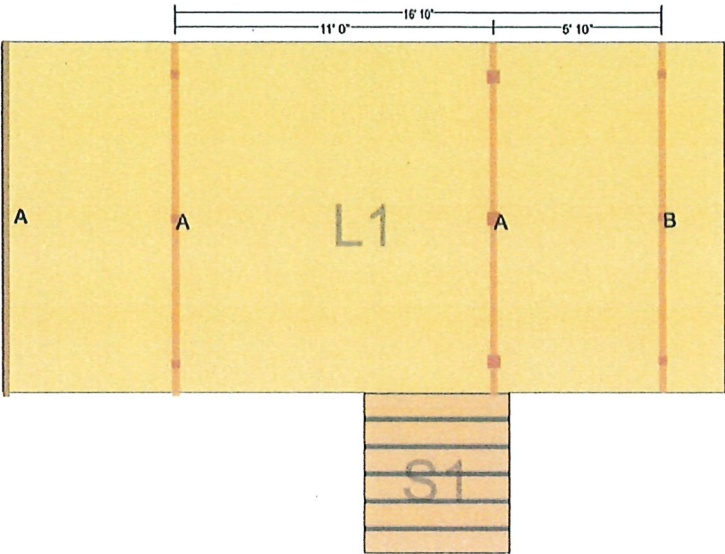
Dimensions displayed are from center of post to center of post.



Design ID: 318153846781  
Estimate ID: 67341

ONLINE DECK STORE™

L1 - Beams

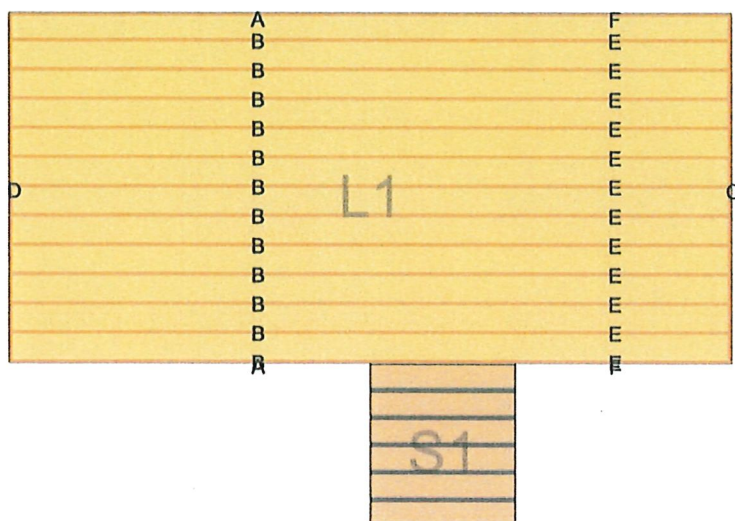


Lumber: 2 x 8 AC2

Label	Length	Count
A	12' 2"	3
B	12' 1"	1

Design ID: 318153846781

Estimate ID: 67341

**ONLINE DECK STORE™****L1 - Joists****Lumber: 2 x 10 AC2****Joist Spacing: 12" on center**

Label	Length	Count	Usage
A	16' 11"	2	Rim Joist
B	16' 11"	12	Internal Joist
C	12' 1"	1	Rim Joist
D	12' 0"	1	Ledger Joist
E	7' 11"	12	Internal Joist
F	7' 11"	2	Rim Joist

Design ID: 318153846781  
Estimate ID: 67341

ONLINE DECK STORE™

L1 - Railing Posts

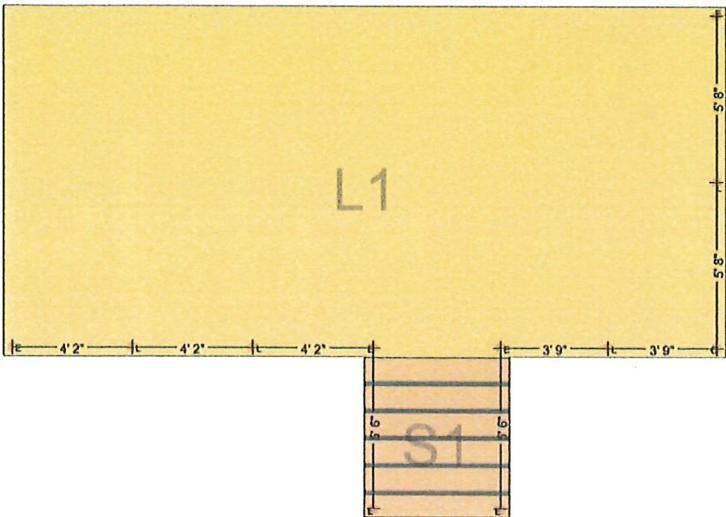


Illustration does not represent all available railing post placement options.  
Railing post dimensions are on center.

L1

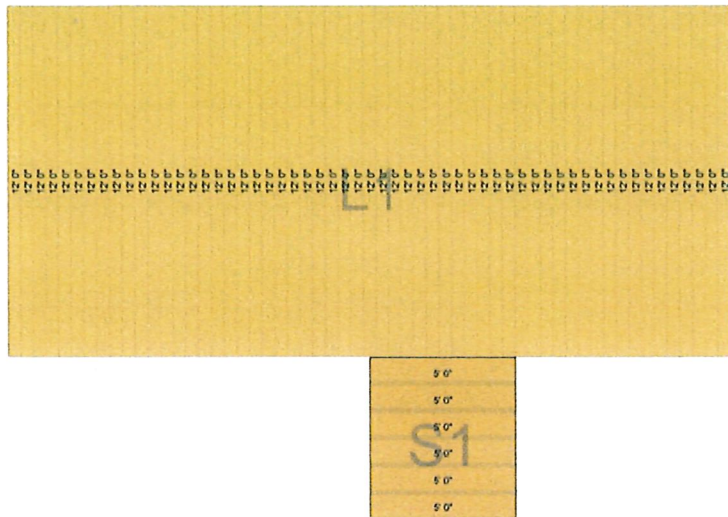
Label	Count
E	2
L	4
C	1
E	2

S1

Label	Count
E	2

Design ID: 318153846781

Estimate ID: 67341

**ONLINE DECK STORE™****L1 - Deck Boards and Treads**

The lengths and dimensions displayed are provided as a general guide and are not intended for actual construction. Confirm all of the actual dimensions of your project prior to cutting.

**Deck Board**

Length	Count
12' 0"	58

**Tread**

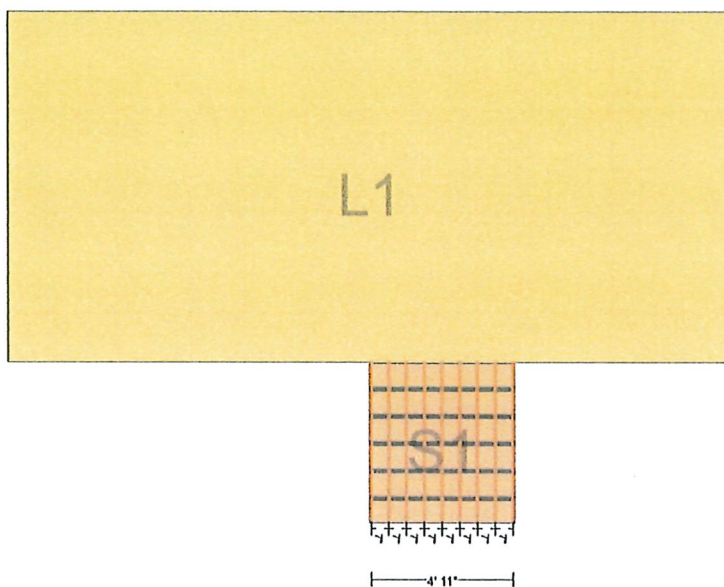
Length	Count
5' 1"	6

Design ID: 318153846781

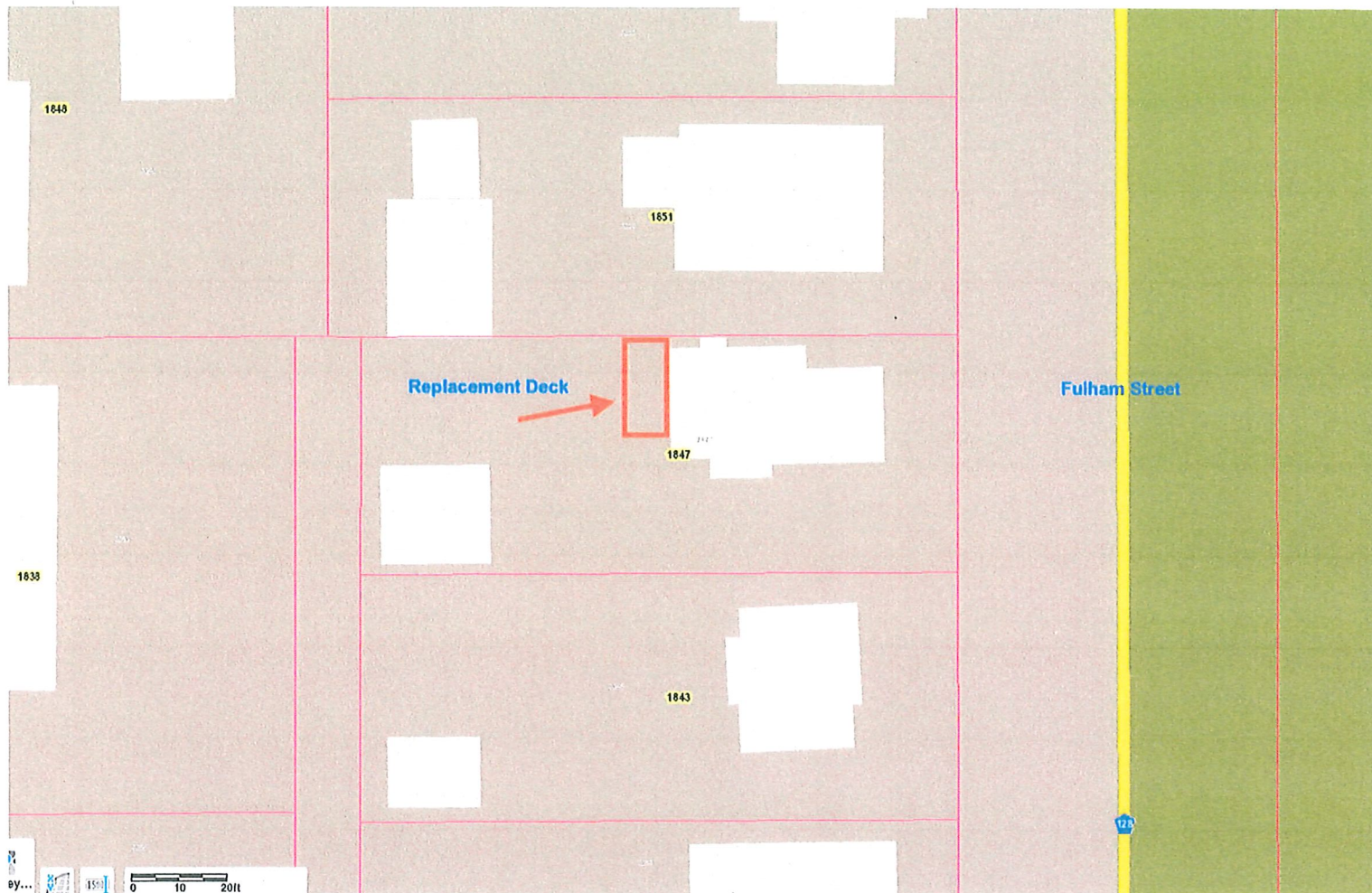
Estimate ID: 67341

# ONLINE DECK STORE™

## L1 - Stringers







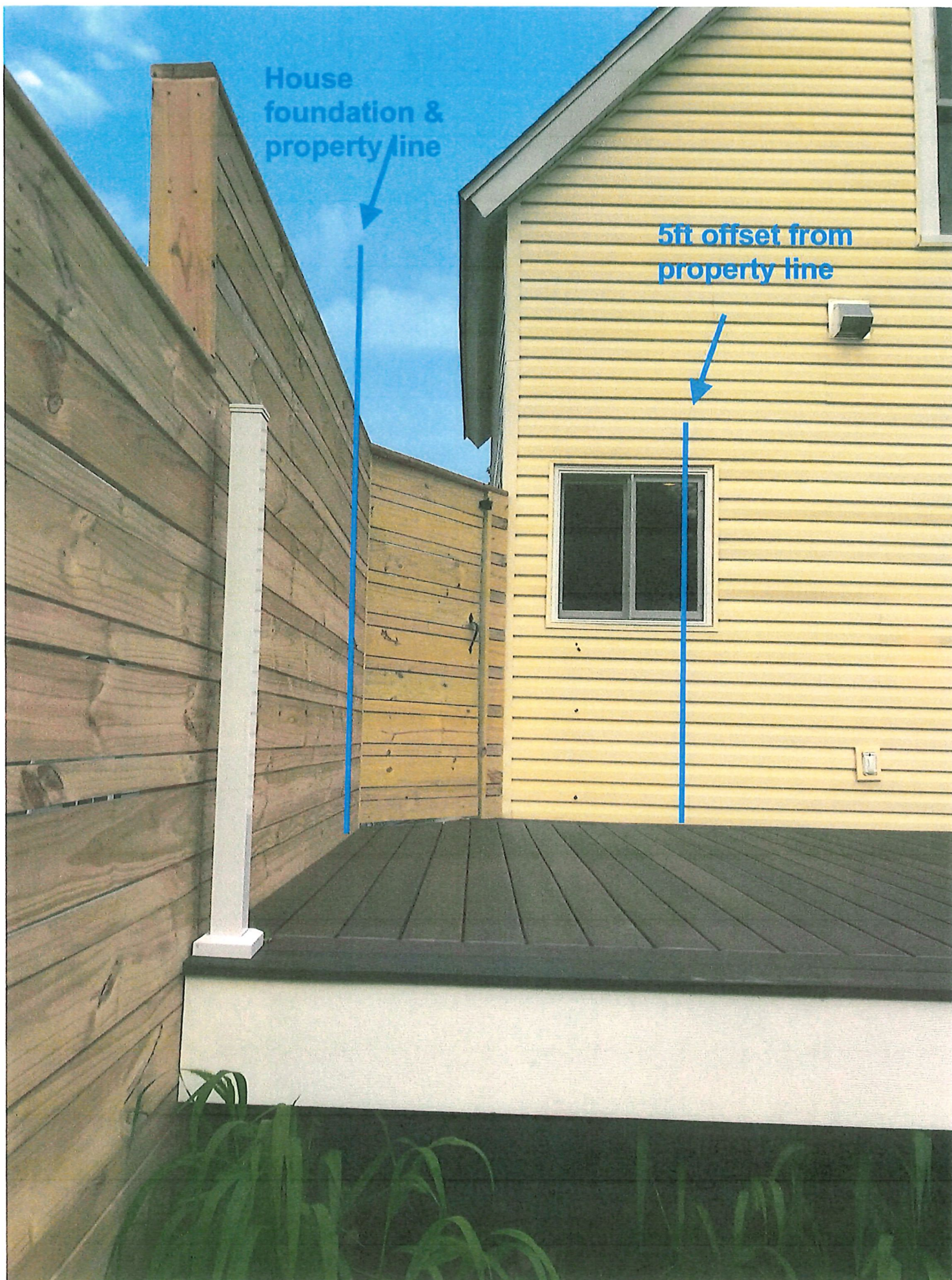




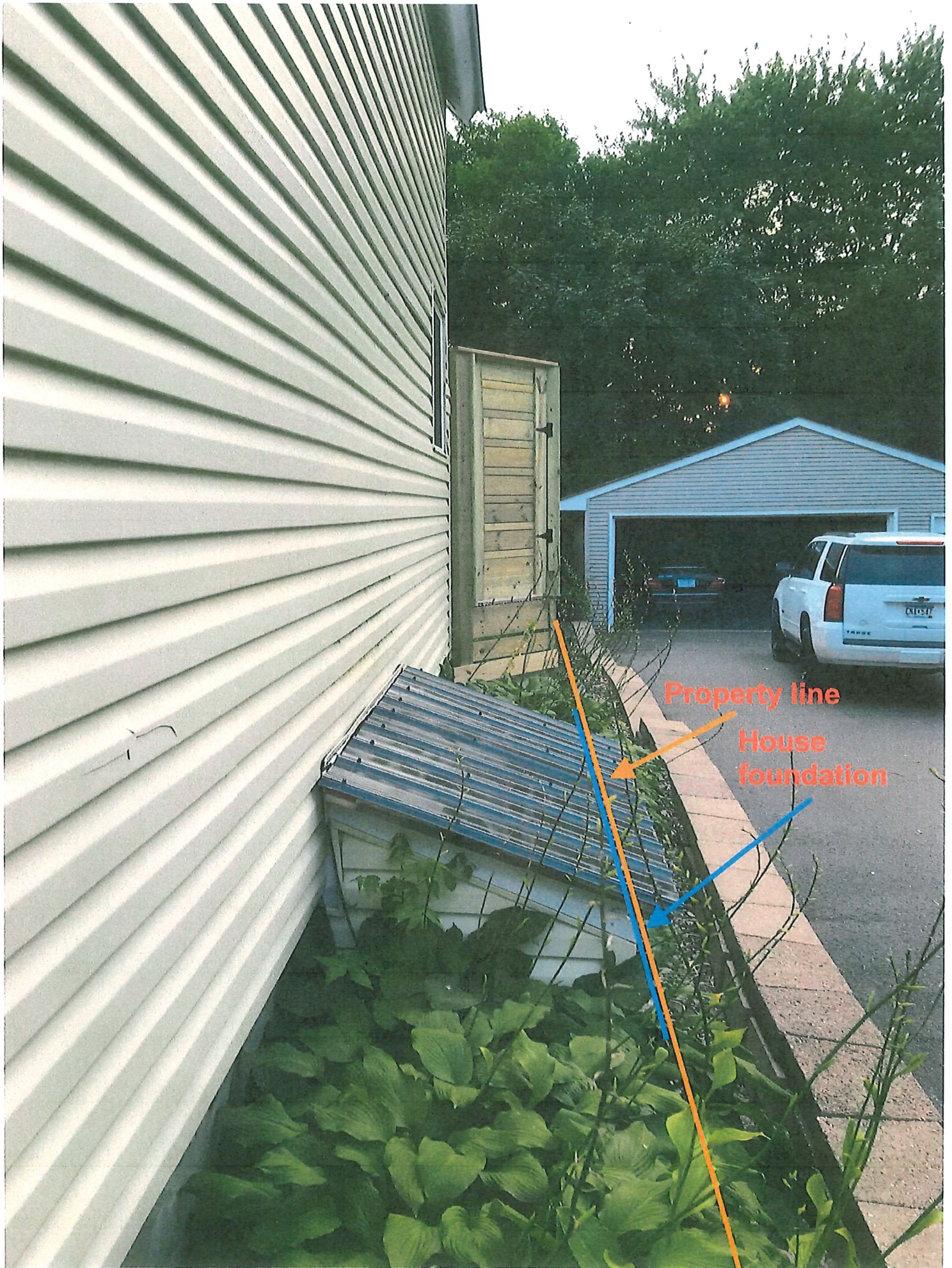


House  
foundation &  
property line

5ft offset from  
property line







Property line

House  
foundation







## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion   X   \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 24, 2020

ITEM NUMBER 1795 Eustis Street PUD App.

STAFF INITIAL   HB  

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Please see attached memo from Jennifer Haskamp of Swanson-Haskamp Consulting.

### OPTIONS:

### STAFF RECOMMENDATION:



## MEMORANDUM

**To:** Mayor and City Council  
**CC:** Heather Butkowski, City  
Administrator

**Date:** November 20, 2020  
**RE:** Application for Final PUD of  
Affordable Senior Housing project  
at 1795 Eustis Street

### Application Summary

The Applicant, Real Estate Equities (REE), submitted an application for a Final PUD to allow for the construction and operations of an affordable senior housing project on property located at 1795 Eustis Street. The proposed Project received Development Stage PUD approval in July of 2019. At the regular November 20, 2020 meeting staff presented the Final PUD application materials submitted by the Applicant. Staff's review indicated that the conditions stated in Resolution #070919B were generally met, with some conditions to be addressed prior to Final PUD approval.

The Purchase and Development Agreement was noted in the conditions as an important component of the Final PUD review process, which is generally drafted by the City Staff with input from the Applicant. At the November 10, 2020 meeting staff indicated that a full draft of the Purchase and Development Agreement would be presented at the November 24, 2020 meeting. Due to the complexity of the application, drafting of the Purchase and Development Agreement is taking longer than anticipated so a full draft has not yet been reviewed by the City Attorney. To begin reviewing the contents of the agreement staff prepared a Draft Outline of the Purchase and Development Agreement with annotations for your review and consideration. Please review the outline provided as Attachment 1 to this staff report. If you have questions, modifications, or additions we can address them on November 24<sup>th</sup> and incorporate your suggestions into the full draft agreement.

### Notes and Considerations

As you review the Draft Outline of the Purchase and Development Agreement please reference your staff report and Attachments from the November 10, 2020 meeting which summarizes the Applicant's Final PUD submittal. Please note within the annotations provided that several items will include placeholders because final costs will not be known until REE knows which funding cycle they receive the bond allocation. As a result, the Purchase and Development Agreement, and subsequently Final PUD and rezoning, will be conditionally approved as part of this process.

### Next Steps

A full draft of the Purchase and Development Agreement, with placeholders as noted, will be presented at the December 8, 2020 City Council meeting.

# Purchase and Development Agreement

Between the City of Lauderdale, MN and Real Estate Equities

## DRAFT Outline with Annotations

The annotations provided are identified in *italics* to clarify or highlight 1) specific items related to the Planned Unit Development (PUD) land use approval process, or 2) items specifically noted by residents during the PUD review process.

### **ARTICLE I                      DEFINITIONS**

Section 1.1      Definitions

### **ARTICLE II                      REPRESENTATIONS AND WARRANTIES**

Section 2.1      Representations and Warranties of the City

Section 2.2.      Representations and Warranties of the Developer

### **ARTICLE III                      UNDERTAKINGS BY CITY AND DEVELOPER**

Section 3.1      Total Development Costs and Public Costs

*This section will identify the total development costs and public costs as calculated by Ehlers in coordination with the Developer. This section will be completed after the January cycle for affordable housing bonds, if awarded to REE.*

Section 3.2      TIF Note

Section 3.3      Income and Rent Restrictions

*This section will define the intended occupancy of the proposed project as affordable senior housing and will require occupancy consistent with the TIF agreement as well as the requirements as stated within the Conditional Use Permit.*

Section 3.4      Developer to Pay City's Fees and Expenses

Section 3.5      Execution of Assessment Agreement

Section 3.6      Compliance with Environmental Requirements

*This section will require the Developer to comply with all applicable environmental laws, and to obtain all necessary permits, licenses, approvals, and reviews. This section will address and note the required approval and permit process for the demolition of the existing structure and associated improvements on the project site.*

### Section 3.7 Construction Plans

*This section will address the development and delivery of final construction documents that are consistent with the Architectural and Civil Plan Sets approved as part of the PUD land use approval process. All construction plans must be reviewed and approved by the appropriate City Staff prior to issuance of any associated/applicable permits.*

### Section 3.8 Site Development and Construction Activities

*This section will address the construction site activities including (but not limited to) hours of construction, construction parking, haul routes, etc.*

### Section 3.9 Commencement and Completion of Construction

### Section 3.10 Certificate of Completion

### Section 3.11 Additional Responsibilities of the Developer

*This section will address miscellaneous responsibilities of the Developer including that any damage done to public utilities or facilities during construction shall be repaired and/or replaced at the cost of the Developer. This section will also address specific conditions of the Development Stage PUD including: Escrow establishment for landscaping at 1778 Eustis; and payment as established for decrease in productivity of solar panels at 1801 Eustis Street.*

### Section 3.12 Encumbrances of the Development Property

### Section 3.13 Business Subsidy Act

### Section 3.14 Right to Collect Delinquent Taxes

### Section 3.15 Review of Taxes

## **ARTICLE IV ACQUISITION AND CONVEYANCE OF DEVELOPMENT PROPERTY**

### Section 4.1 Purchase and Sale of Development Property, Purchase Price

*This section will identify the purchase price of the development property. This section will be completed after the January cycle of the affordable housing bonds, if awarded to REE.*

### Section 4.2 As Is Conveyance

### Section 4.3 Payment of Purchase Price

### Section 4.4 Contingencies to Closing on Development Property

### Section 4.5 Closing

### Section 4.6 Closing Costs

### Section 4.7 Title

### Section 4.8 Environmental Remediation

Section 4.9 Developer's Right to Inspect

Section 4.10 Conveyance Subject to Right of Re-entry

## **ARTICLE V EVENTS OF DEFAULT**

Section 5.1 Events of Default Defined

*This section will address certain events that may be deemed "default" of the Developer under the agreement. For example, a start date for construction will be identified, and if site work has not commenced, may be deemed as a default by the Developer.*

Section 5.2 Remedies on Default

Section 5.3 No Remedy Exclusive

Section 5.4 No Implied Waiver

Section 5.5 Indemnification of City

Section 5.6 Reimbursement of Attorney's Fees

## **ARTICLE VI ADDITIONAL PROVISIONS**

Section 6.1 Restrictions on use

*This section will require the property to be used for senior affordable housing until, at least, the TIF District is terminated or the TIF note is paid in full. At the termination of either of these events, any owner/operator may request an amendment to the CUP which may, or may not, be approved for a different use.*

Section 6.2 Reports

Section 6.3 Limitations on Transfer and Assignment

Section 6.4 Conflicts of Interest

Section 6.5 Titles of Articles and Sections

Section 6.6 Notices and Demands

Section 6.7 No Additional Waiver Implied by One Waiver

Section 6.8 Counterparts

Section 6.9 Law Governing

Section 6.10 Term; Termination

Section 6.11 Provisions Surviving Rescission, Expiration or Termination

Section 6.12 Superseding Effect

Section 6.13 Relationship of Parties

Section 6.14 Venue

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion   X   \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 24, 2020

ITEM NUMBER Tobacco Ordinance Update

STAFF INITIAL

*JB*

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In January, the Council adopted an interim ordinance to put a pause on the issuance of new tobacco licenses in order to update city code to reflect the new federal and state regulations and to consider the interest of existing tobacco license holders to open tobacco shops to sell a broader selection of flavored tobacco products.

Recently, the Council received an update on tobacco legislation from the Association of Non-Smokers Minnesota and feedback from the two licensed tobacco holders on their decrease in sales since the City began restricting the sale of flavored tobacco in 2019. The Council adopted the ordinance restricting the sale of flavored tobacco in response to residents' concerns over the increase in tobacco use among young people. While the tobacco license holders would open tobacco shops, they stated their preference would be to resume sales of mint and menthol flavored tobacco products out of their existing convenience stores.

The Council has three options with regard to the ordinance:

1. Update the draft to include the federal and state law changes but leave the remaining ordinance intact. This would prohibit the tobacco license sellers from selling flavored tobacco products unless they open tobacco shops.
2. Update the draft to include the federal and state law changes and allow for the sale of some flavored tobacco products (mint and menthol) as requested by the tobacco license holders.
3. Update the draft to include the federal and state law changes and revise the ordinance to prohibit the sale of all flavored tobacco products in the City. This would limit the likelihood of anyone opening a stand-alone tobacco shop as they would only be able to sell tobacco flavored products just like our current convenience stores.

Based on the direction of the Council, the ordinance will be revised and sent to existing licensed tobacco holders. The City is required to provide them 30-days notice of a public hearing on the matter. That public hearing would be held January 12, 2021.

### STAFF RECOMMENDATION:



## CHAPTER 6

### TOBACCO, TOBACCO PRODUCTS, TOBACCO-RELATED DEVICES, NICOTINE OR LOBELIA DELIVERY ~~DEVICES~~PRODUCTS, AND ELECTRONIC DELIVERY DEVICES

#### SECTION:

- 3-6-1: Purpose
- 3-6-2: Definitions
- 3-6-3: License Required
- 3-6-4: Basis for Denial of License
- 3-6-5: Prohibited Sales
- 3-6-6: Self-Service Sales
- 3-6-7: Responsibility
- 3-6-8: Compliance Checks and Inspections
- 3-6-9: Exceptions and Defenses
- 3-6-10: Violations and Penalties
- 3-6-11: Severability

#### 3-6-1: PURPOSE:

The City recognizes that marketing and public health research and tobacco industry documents reveal that tobacco companies have used fruit, candy, ~~mint, menthol,~~ and alcohol flavors as a way to target youth and young adults and that the presence of flavors in tobacco products can make it more difficult for youth, young adult, and adult tobacco users to quit. The City further recognizes that young people are particularly susceptible to the addictive properties of ~~commercial~~ tobacco products, and are particularly likely to become lifelong users. National data show that roughly 95 percent of adult smokers begin smoking before they turn 21 years of age. The ages of 18 to 21 are a critical period when many smokers move from experimental smoking to regular, daily use. Tobacco use has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government.

The purpose of this ordinance is to regulate the sale of tobacco, tobacco products, tobacco-related devices, nicotine or lobelia delivery ~~devices~~products, and electronic delivery devices for the purpose of enforcing and furthering existing laws, to protect adolescents against the serious effects associated with the use of tobacco, tobacco products, tobacco-related devices, nicotine or lobelia delivery ~~devices~~products, and electronic delivery devices, and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to smoke as stated in Minnesota Statutes, section 144.391.

#### 3-6-2: DEFINITIONS:

The following words and phrases, as used in this Chapter, shall have the meanings ascribed to them.

CHILD-RESISTANT PACKAGING: Packaging that meets the effectiveness specifications set

**Commented [PHLC1]:** This sample language provides state and federal law updates, removal of the exception to allow flavored products to be sold at 21+ tobacco shops (this will prohibit all sales of flavored tobacco products at all retailers), and other miscellaneous corrects and updates as noted in the comments.

**Commented [PHLC2]:** The term used in state law is "products" so I changed this throughout.

**Commented [PHLC3]:** This reference to mint and menthol was added to note that the flavor provision already addresses the sale of mint/menthol products, which are the most frequently used flavored products used by youth.

forth in Code of Federal Regulations, title 16, section 1700.15(b) and that was tested in accordance with the method described in Code of Federal Regulations, title 16, section 1700.20.

COMPLIANCE CHECKS: The system the City uses to investigate and ensure that those authorized to sell regulated products are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of persons under the age of 21, which may include persons under the age of 18-minors, as authorized by this ordinance.

**Commented [PHLC4]:** To avoid confusion, the term "minor" is removed and replaced with a reference to the specific age. See note below where definition of "minor" is removed.

ELECTRONIC DELIVERY DEVICES: Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption ~~that can be used by a person to simulate smoking in the delivery of nicotine or any other substance~~ through the inhalation of aerosol or vapor from the product. Electronic delivery device shall include any component part of such a product whether or not sold separately. Electronic delivery device shall not include any nicotine cessation product that has been authorized by the U.S. Food and Drug Administration to be marketed and for sale as "drugs," "devices," or "combination products," as defined in the Federal Food, Drug, and Cosmetic Act.

~~product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for tobacco use cessation, harm reduction, or for other medical purposes, and is being marketed and sold solely for that approved purpose.~~

**Commented [PHLC5]:** Updated to align with state definition changes.

FLAVORED PRODUCT: Any regulated product that contains a taste or smell, other than the taste or smell of tobacco, that is distinguishable by an ordinary consumer either prior to or during the consumption of the product, including, but not limited to, any taste or smell relating to chocolate, cocoa, menthol, mint, wintergreen, vanilla, honey, fruit, or any candy, dessert, alcoholic beverage, herb, or spice. A public statement or claim, whether express or implied, made or disseminated by the manufacturer of a regulated product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such products, that a product has or produces a taste or smell other than tobacco will constitute presumptive evidence that the product is a flavored product.

INDOOR AREA: All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent.

LOOSIES: The common term used to refer to a single cigarette or any other tobacco product that has been removed from its packaging and sold individually.

~~MINOR: Any natural person who has not reached the age of 18 years.~~

**Commented [PHLC6]:** To avoid confusion with the new required minimum legal sales age, this definition of minor could be removed and the specific ages intended could be named in the provisions where this term is used. I have made those changes here and throughout.

MOVABLE PLACES OF BUSINESS: Any form of business operated out of a kiosk, truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

~~NICOTINE OR LOBELIA DELIVERY DEVICE~~PRODUCT: Any product containing or



delivering nicotine or lobelia, whether natural or synthetic, intended for human consumption, or any part of such a product, that is not tobacco or an electronic delivery device as defined in this section, not including any nicotine cessation product that has been authorized by the U.S. Food and Drug Administration to be marketed and for sale as “drugs,” “devices,” or “combination products,” as defined in the Federal Food, Drug, and Cosmetic Act. ~~product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.~~

Commented [PHLC7]: Updated to align with state definition changes.

REGULATED PRODUCTS: The term that collectively refers to any tobacco, tobacco-related device, nicotine or lobelia delivery ~~device~~product, or electronic delivery device.

RETAIL ESTABLISHMENT: Any place of business where regulated products are available for sale to the general public.

SALE: Any transfer of goods for money, trade, barter, or other consideration.

SMOKING: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. SMOKING also includes carrying or using an activated electronic delivery device. Inhaling or exhaling smoke from any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product, or inhaling or exhaling vapor from any electronic delivery device. Smoking shall include carrying a lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product intended for inhalation.

Commented [PHLC8]: This updated definition of smoking addresses the use of a range of devices, products, and substances to better capture any emerging new products.

TOBACCO ~~or TOBACCO PRODUCTS~~: Tobacco ~~and tobacco products~~ includes cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including, but not limited to; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any nicotine cessation product that has been authorized by the U.S. Food and Drug Administration to be marketed and for sale as “drugs,” “devices,” or “combination products,” as defined in the Federal Food, Drug, and Cosmetic Act. ~~tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.~~

Commented [PHLC9]: Defined terms should define a single term to avoid any confusion.

TOBACCO-RELATED DEVICES. Tobacco-related devices includes any tobacco product as well as a pipe, wraps, rolling papers, ashtray, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking or vaping of tobacco or tobacco products. Tobacco-related devices shall include components of tobacco-related devices, which may be marketed or sold separately. Tobacco-related devices may or may not contain tobacco.

Commented [PHLC10]: Updated to align with state definition changes.

VENDING MACHINE. Any electric or electronic mechanical device which dispenses regulated products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the regulated products.

### 3-6-3: LICENSE REQUIRED:

A. TOBACCO RETAILER LICENSE REQUIRED: No person shall sell or offer to sell any regulated products without first having obtained a license to do so from the City.

B. LICENSE FEE: The annual license fee shall be as established from time to time by resolution of the City Council. No license shall be issued until the appropriate license fee is paid in full. For periods shorter than one year the license fee shall be the full amount.

C. APPLICATION: Every person or business desiring to obtain a license to sell regulated products shall file an application in writing with the City Clerk. The application must state the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, whether such business is that of an individual, sole proprietor, firm, partnership, or corporation and the address where the business is to be conducted. If the City Clerk determines that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete. Upon receipt of a completed application and the annual license fee, the City Clerk shall forward the application to the City Council.

D. INVESTIGATION; ISSUANCE: The City Clerk shall present the application to the City Council and the City Council shall order such investigation as it deems necessary. After the investigation, the City Council shall grant or deny the application. In the event of the application being granted, the City Clerk shall issue the license. If the City Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the City Council's decision as provided in 3-6-10.

E. TERM OF LICENSE: The license shall expire on December 31 following its issuance.

F. SEPARATE LICENSE REQUIRED: A license shall permit the licensee to sell regulated products at the one location specified in said license. A separate license shall be required for each location.

G: TRANSFERS: All licenses issued under this section shall be valid only on the premises for which the license was issued and only for the person or business to whom the license was issued. No transfer of any license to another location or person shall be valid ~~without prior approval of the City Council.~~

H: MOVABLE PLACE OF BUSINESS: No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this section.

I: DISPLAY OF LICENSE: The license shall be displayed by the licensee in a prominent and

#### Commented [PHLC11]:

Fees provide revenue for the administration and enforcement of the ordinance and for retailer and community education. Periodic review and adjustment of licensing fees will ensure that they are sufficient to cover all administration, implementation, and enforcement costs, including compliance checks. Our publication, [Retail License Fees](#), provides more information about retail licensing fees and a license fee checklist.

... [1]

Commented [PHLC12]: The City could require a full application process for every licensee and license issued. State law is silent on this point.



conspicuous place at the licensed location.

J: REVOCATION OR SUSPENSION: Any license issued under this section may be revoked or suspended as provided in 3-6-10.

K: ISSUANCE AS PRIVILEGE AND NOT A RIGHT: The issuance of a license under this section shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

L: SMOKING PROHIBITED IN TOBACCO RETAIL ESTABLISHMENTS: Smoking shall not be permitted and no person shall smoke within the indoor area of any establishment with a tobacco retailer license. Smoking for the purposes of sampling regulated products is prohibited.

~~M: SAMPLES PROHIBITED: No person shall distribute samples of any licensed product free of charge or at a nominal cost. The distribution of licensed products as a free donation is prohibited.~~

**Commented [PHLC13]:** Many jurisdictions in Minnesota go further than state and federal law prohibiting some samples by prohibiting all samples.

#### 3-6-4: BASIS FOR DENIAL OF LICENSE:

A. Grounds for denying the issuance or renewal of a license under this chapter include but are not limited to the following:

- i. The applicant is under the age of 21 years.
- ii. The applicant has been convicted within the past five years of any violation of federal, state, or local laws, ordinance provisions, or other regulation relating to regulated products.
- iii. The applicant has had a license to sell regulated products suspended or revoked by any issuing authority within the preceding 12 months of the date of the application.
- iv. The applicant fails to provide any information required on the application, or provides false or misleading information.
- v. The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.

~~B. Except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the City must deny the license.~~

**Commented [PHLC14]:** The grounds for denial should be clear and consistently applied. This language is removed because it allows for some discretion in whether to use any or all of these bases for denial to deny the license.

~~BC.~~ If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

**Formatted:** Indent: First line: 0"

#### 3-6-5: PROHIBITED SALES:

A. It shall be a violation of this chapter for any person to sell or offer to sell any regulated products as follows:~~i. To any person under the age of 21 years.~~

**Commented [PHLC15]:** For readability and to align with state law, this minimum legal sales age provision is moved to its own paragraph below with subparagraphs that provide the new state law requirement for signage and age verification.

- ii. By means of any type of vending machine.
- iii. By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed retail establishment in order to receive regulated products and whereby there is not a physical exchange of the regulated products between the licensee, or the licensee's employee, and the customer.
- iiiiv. By means of loosies.
- iv. Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process. It is not the intention of this provision to ban the sale of lawfully manufactured cigarettes or other tobacco products.

~~B. In every transaction involving the sale of regulated products, the seller, whether the licensee or its employee or agent, must verify the buyer's age as at least 21 years by means of a government-issued photographic identification. Said verification is not required for a person over 30 years of age. However, that the buyer appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection. Notice of the age verification requirement and legal sales age shall be posted conspicuously at each licensed retail establishment.~~

**Commented [PHLC16]:** The requirements for age verification and signage in this provision are moved to the new paragraph below regarding minimum legal sales age. The modified language below also complies with these state requirements.

C. It shall be a violation of this chapter for any person to sell or offer to sell any liquid which is intended for human consumption and use in an electronic delivery device, whether or not such liquid contains nicotine, in packaging that is not child-resistant. Upon request, a licensee shall provide the City with a copy of a certificate of compliance or a full laboratory testing report to verify compliance with this paragraph.

D. It shall be a violation of this chapter for any person to sell or offer to sell any flavored products. ~~This prohibition shall not apply to licensed establishments that:~~

- i. ~~Prohibit persons under 21 from entering at all times;~~
- ii. ~~Derive at least 90 percent of their revenues from the sale of regulated products; and~~
- iii. ~~Adhere to all of the following building or structural criteria:~~
  - (1) ~~Share no wall with and have no part of their structure adjoined to any other business or retailer unless the wall is permanent, completely opaque, and without doors, windows, and pass-throughs to the other business or retailer;~~
  - (2) ~~Share no walls with and have no part of their structure directly adjoined to another licensed tobacco retailer; and~~



(3) — Are only accessible by the public through an exterior door.

Any licensee that sells flavored products shall, upon request by the City, provide the City with financial records that document annual sales and blueprints of the licensed retail establishment that provide for its structural layout.

**Commented [PHLC17]:** This removes the exception that allowed 21+ tobacco shops to continue to sell flavored products. Jurisdictions with this exception have experienced a significant increase in tobacco shop applications as stores, convenience stores, and gas stations have created "split" stores that essentially function as a single store but sell flavored tobacco products from one section of the store. In addition to improving public health and advancing health equity, complete prohibitions on the sale of flavored tobacco products are clear, easy to understand, and remove much of the guesswork and frustration associated with the tobacco industry's response to exceptions to flavored tobacco sales regulations.

E. Legal age. No person shall sell any licensed product to any person under the age of 21.

- i. Age verification. Licensees must verify by means of government-issued photographic identification containing the bearer's date of birth that the purchaser is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection.
- ii. Signage. Notice of the legal sales age, age verification requirement, and possible penalties for underage sales must be posted prominently and in plain view at all times at each location where licensed products are offered for sale. The required signage, which will be provided to the licensee by the city, must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.

**Commented [PHLC18]:** This age verification and signage requirement aligns with state law. This sample language provides that the city will provide the required signage to ensure that the proper signage is used.

3-6-6: SELF-SERVICE SALES: All regulated products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public. This subsection shall not apply to licensed establishments that prohibit persons under 21 from being present or entering at all times and derive at least 90 percent of gross revenues from the sale of licensed products, otherwise meet the standards set forth in subsection 3-6-5(D)(i)-(iii).

**Commented [PHLC19]:** With removal of this subsection above, I included the 21+ and 90 percent gross revenues requirements for a tobacco shop to allow self-service sales.

3-6-7: RESPONSIBILITY: All licensees under this chapter shall be responsible for the actions of their employees in regard to the sale of regulated products on the licensed premises, and the sale of an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the City from also subjecting employees to whatever penalties are appropriate under this chapter, state, or federal law, or other applicable law or regulation.

3-6-8: COMPLIANCE CHECKS AND INSPECTIONS: All licensed premises must be open to inspection by law enforcement or other authorized city officials during regular business hours. From time to time, but at least [ twice ] per year, the city will conduct compliance checks. In accordance with state law, the city will conduct a compliance check that involves the participation of a person at least 17 years of age, but under the age of 21 to enter the licensed premises to attempt to purchase licensed products. Prior written consent from a parent or guardian is required for any person under the age of 18 to participate in a compliance check. Persons used for the purpose of compliance checks will be supervised by law enforcement or other designated personnel. All licensed retail establishments shall be open to inspection by the City's contracted police department or other authorized city official during regular business hours. From time to time, the City's contracted police department shall coordinate compliance checks by engaging persons over

**Commented [PHLC20]:** While state law requires only one compliance check, the City may consider requiring at least two checks.

**Commented [PHLC21]:** This compliance check language conforms to state law.

~~the age of 15 years but less than 21 years to enter the licensed retail establishment to attempt to purchase regulated products. Minors used for the purpose of compliance checks shall be supervised by city designated law enforcement officers or other designated city personnel.~~

~~Persons under the age of 21 used for compliance checks shall not be guilty of unlawful possession of regulated products when those items are obtained as part of the compliance check.~~ No person used in compliance checks shall attempt to use a false identification misrepresenting the person's age, and all persons lawfully engaged in a compliance check shall truthfully answer all questions about the person's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked.

**Commented [PHLC22]:** This sentence is unnecessary because there is no prohibition nor penalty in federal, state, or local law for possession.

3-6-9: EXCEPTIONS AND DEFENSES: Nothing in this chapter shall prevent the providing of ~~regulated products tobacco and tobacco-related devices~~ to ~~a~~ any person as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this chapter for a person to have reasonably relied on proof of age as described by state law.

**Commented [PHLC23]:** This exception was updated to reflect T21 and to limit the types of products allowed under this exception.

#### 3-6-10: VIOLATIONS AND PENALTIES:

~~Nothing in this section prohibits the city from seeking prosecution as a misdemeanor for an alleged second violation of this ordinance by a person 21 years of age or older within five years of a previous conviction under the ordinance. Any person, firm, or corporation who violates any provision of this code for which another penalty is not specifically provided, shall, upon conviction, be guilty of a misdemeanor under Minnesota Statutes, section 609.03 as it may be amended from time to time by the Minnesota Legislature.~~ The cost of prosecution may be added. A separate offense shall be deemed committed upon each day during which a violation occurs or continues.

**Commented [PHLC24]:** This provision is updated to align with state penalty changes. However, the state does not require criminal penalties so this provision could be removed.

A. GENERALLY. The license holder shall be responsible for the conduct of its agents or employees while on the licensed premises. Any violation of this article shall be considered an act of the license holder for purposes of imposing a civil penalty, license suspension, or license revocation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense

B. NOTICE OF VIOLATION. Upon the occurrence of a violation, the police department shall inform the city administrator of the violation. The city administrator shall then send to the license holder a written notice of the civil violation. The notice shall advise the license holder of the penalty and the license holder's right to request a hearing regarding the violation of this article.

C. ADMINISTRATIVE CIVIL PENALTIES; LICENSEE: Each license issued hereunder shall be subject to suspension or revocation for violation of any provisions of this chapter or the laws of the State of Minnesota as follows:

- (i) ~~First violation: The first violation of this chapter shall be punishable by a civil penalty of \$300200.00.~~



(ii) Second violation: A second violation of this chapter within any ~~twenty-four~~thirty-six-month period shall be punishable by a civil penalty of ~~\$600~~400.00 and a three-day suspension of the license.

(iii) Subsequent violation: A third or subsequent violation of this chapter within any ~~twenty-four~~thirty-six-month period shall be punishable by revocation of the license for one year plus a civil penalty of ~~\$1,000.00~~800.00.

D. ADMINISTRATIVE CIVIL PENALTIES; INDIVIDUALS: An individual, age 21 and older, who sells a regulated product to a person under the age of 21 years ~~shall~~may be charged an administrative penalty of \$50.

E. HEARING: Following receipt of a notice of a violation and penalty issued under this section, the license holder or individual may pay the penalty or request a hearing before the City Council. A request for a hearing shall be made by the individual or license holder in writing and filed with the city administrator or designee within ten days of the mailing of the notice of the alleged violation. Following receipt of a written request for hearing, the individual or license holder shall be afforded an opportunity for a hearing before the council.

F. FINDINGS: If after the hearing the license holder or individual is found in violation of this chapter, the council shall impose a penalty. Based upon the findings, the penalty may be adjusted at the discretion of the council. The decision that a violation has occurred must be in writing.

G. DEFAULT: If the individual or license holder has been provided written notice of the violation and if no request for a hearing is filed within the ten-day period, then the civil penalty, suspension or revocation imposed in this chapter shall take immediate effect by default. The city administrator or designee shall mail notice of the fine, suspension, or revocation to the individual or license holder.

### 3-6-11: SEVERABILITY

If any section or provision of this chapter is held invalid, such invalidity will not affect other sections or provisions that can be given force and effect without the invalidated section or provision.

Adopted by the Lauderdale City Council this 23<sup>rd</sup> day of October, 2018.

Published by title and summary in the Roseville Review this 20<sup>th</sup> day of November, 2018.

**Commented [PHLC25]:** These updates reflect the state minimum penalties: increased penalties and 36-month lookback. The state minimum requires a 7-day suspension of the license upon a third violation so this ordinance is stronger by requiring revocation for a year upon a third violation. Local jurisdictions may have stronger penalties than the state minimums and the City could consider a permanent revocation upon a 4<sup>th</sup> violation.

**Commented [PHLC26]:** State law does not require a \$50 penalty so this provision could be amended to be permissive, instead of required.

Fees provide revenue for the administration and enforcement of the ordinance and for retailer and community education. Periodic review and adjustment of licensing fees will ensure that they are sufficient to cover all administration, implementation, and enforcement costs, including compliance checks. Our publication, [Retail License Fees](#), provides more information about retail licensing fees and a license fee checklist.

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## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion \_\_\_\_\_X\_\_\_\_\_  
Action \_\_\_\_\_X\_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 24, 2020

ITEM NUMBER Skating Rinks COVID-19 Policy  
& Hiring Seasonal Help

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff have been preparing for the winter skating season. As discussed in September, staff propose hiring seasonal staff to flood and maintain the rinks but not open the warming house to the public. The proposed rate of pay for rink maintenance is \$15.00 per hour. If that rate doesn't generate applicants, staff request the ability to increase the rate of pay.

The City Council asked staff to draft written COVID-19 guidance for all facets of city operations. A draft of the plan for the skating rinks follows.

### OPTIONS:

- 1) Approve the Skating Rinks COVID-19 Policy and authorize staff to hire seasonal personnel to flood and maintain the rinks as presented .
- 2) Amend the Skating Rinks COVID-19 Policy and/or the plan to hire seasonal personnel.
- 3) Do not approve the Skating Rinks COVID-19 Policy and/or the hiring plan.

### STAFF RECOMMENDATION:

Motion to approve the 2020-2021 Skating Rinks COVID-19 Policy and authorize staff to hire seasonal personnel to flood and maintain the rinks as presented .



## 2020 – 2021 Skating Rinks COVID-19 Policy

The following COVID-19 safety protocols are necessary to enable the opening of the City's skating rinks. The policies are in effect at Lauderdale Community Park until further notice:

1. Staff will recruit and hire temporary, seasonal employees to flood/maintain the rinks and turn on/off the rink lights.
2. The rinks will be open from 8 a.m. until 10 p.m. daily.
3. The warming house will not be open to the public due to social distancing guidelines and restrictions.
4. Staff will set up exterior spaces for people to put their skates on if it can be done safely.
5. Staff will arrange for a portable restroom with at least two cleaning per week by the contractor if the need arises.
6. At-risk persons. All persons who are at risk of severe illness from COVID-19, as defined by Executive Order 20-55, are strongly urged to stay at home or in their place of residence and follow the provisions of Executive Order 20-55.
7. All rink activities will comply with the Governor's Executive Orders, including, but not limited to, Executive Order No. 20-99.

Approved: November 24, 2020

By: \_\_\_\_\_

Mary Gaasch, Mayor

By: \_\_\_\_\_

Heather Butkowski, City Administrator

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Discussion   X  \_\_\_\_\_  
Action \_\_\_\_\_  
Resolution \_\_\_\_\_  
Work Session \_\_\_\_\_

Meeting Date November 24, 2020

ITEM NUMBER 2021 Fund Budgets & CIP

STAFF INITIAL

AB

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is the proposed CIP for 2021. The expenses are reflected in the updated fund budgets. Staff are still working on the proposed utility rates for 2021. Updates will be available before the meeting. Also included are the proposed tax rates and levy impacts for Ramsey County.

### OPTIONS:

### STAFF RECOMMENDATION:



**CITY OF LAUDERDALE**  
**CAPITAL IMPROVEMENT PLAN**  
**2021-2030**

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



YEAR	PROJECT	226	401	403	FUND 404	414	602	603
2021								
	City Hall - Roof Repair		\$ 20,000					
	Community Park Baseball Field				\$ 7,500			
	Sewer Lining Project (If grant available)						\$ 150,000	\$ 5,000
	Invasive Species Management							\$ 40,000
	Seminary Pond and Ravine Project							\$ 35,000
	Gasperre Pond Dredging							
2022								
	Council Chambers Technology	\$ 25,000						
	Replace 2012 Ford F350 Truck and Plow		\$ 40,000					
	Sealcoating Municipal Streets			\$ 175,000				\$ 40,000
	Seminary Pond and Ravine Project							
2023								
	Replace 2001 John Deere 3520 Tractor		\$ 40,000				\$ 150,000	\$ 40,000
	Sewer Lining Project							
	Seminary Pond and Ravine Project							
2024								
2025								
	Public Works Garage - Roof Replacement		\$ 15,000					
2026								
	Replace 2016 Ford F350 Truck and Plow		\$ 40,000					
2027								
2028				\$ 2,200,000				
	Mill and Overlay City Streets							
2029								
2030								
	TOTALS	\$ 25,000	\$ 155,000	\$ 2,375,000	\$ 7,500	\$ -	\$ 300,000	\$ 160,000

CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT PLAN  
FUNDING SOURCE SUMMARY



FUND	TITLE	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
226	Communications		\$ 25,000									\$ 25,000
401	General Capital	\$ 20,000	\$ 40,000	\$ 40,000		\$ 15,000	\$ 40,000					\$ 155,000
403	Street Improvement		\$ 175,000						\$2,200,000			\$ 2,375,000
404	Park Improvement	\$ 7,500										\$ 7,500
414	Development	\$ 67,956	\$ 68,143	\$ 68,198	\$ 68,253	\$ 68,178	\$ 68,102	\$ 66,714	\$ 65,325	\$ 63,937		\$ 604,806
602	Sanitary Sewer	\$ 150,000		\$ 150,000								\$ 300,000
603	Storm Water	\$ 80,000	\$ 40,000	\$ 40,000								\$ 160,000
GRAND TOTAL		\$ 325,456	\$ 348,143	\$ 298,198	\$ 68,253	\$ 83,178	\$ 108,102	\$ 66,714	\$ 2,265,325	\$ 63,937	\$ -	\$ 3,627,306



## CITY OF LAUDERDALE

## CAPITAL IMPROVEMENT PLAN

## FUND 226 - COMMUNICATIONS



<b>PROJECT</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Council Chambers Technology	\$ -	\$ 25,000	\$ -	\$ -	- \$	- \$	- \$	- \$	- \$	- \$
TOTALS	\$ -	\$ 25,000	\$ -	\$ -	- \$	- \$	- \$	- \$	- \$	- \$

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



PROJECT	YEAR									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Repair City Hall Roof As needed	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2012 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2001 John Deere 3520 Tractor 10 year schedule	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Public Works Garage Roof 25 year schedule	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2016 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 20,000	\$ 40,000	\$ 40,000	\$ -	\$ 15,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT PLAN  
FUND 403 - STREET IMPROVEMENT



PROJECT	YEAR								
	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

## CAPITAL IMPROVEMENT PLAN

**FUND 404 - PARK IMPROVEMENT**

[illegible]

CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT PLAN  
FUND 414 - Development



PROJECT	YEAR									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
GO2019A Debt Service Contribution	\$ 67,956	\$ 68,143	\$ 68,198	\$ 68,253	\$ 68,178	\$ 68,102	\$ 66,714	\$ 65,325	\$ 63,937	\$ -
TOTALS	\$ 67,956	\$ 68,143	\$ 68,198	\$ 68,253	\$ 68,178	\$ 68,102	\$ 66,714	\$ 65,325	\$ 63,937	\$ -



CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT PLAN  
FUND 602 - SANITARY SEWER



PROJECT	YEAR									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Sewer Lining Project	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Lining Project	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT PLAN  
FUND 603 - STORM WATER



PROJECT	YEAR									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Invasive Species Management	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Seminary Pond Project	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gasperre Pond Dredging	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 80,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE  
TECHNOLOGY REPLACEMENT PLAN  
2020-2029



Department	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Funding Source(s)
City Administrator Desktop	1,000	0	0	0	1,000	0	0	0	1,000	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	1,000	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
<b>TOTAL</b>	<b>2,000</b>	<b>1,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>1,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>1,000</b>	

**NOTES**

Computers are replaced on 4-year schedule.

Copier is leased on 4-year schedule.

CITY OF LAUDERDALE  
SPECIAL REVENUE FUNDS  
2021

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
226	COMMUNICATIONS	\$ 18,417	\$ 20,040	\$ 19,100
227	RECYCLING	\$ 53,861	\$ 42,215	\$ 42,215
	<b>TOTAL REVENUES</b>	<b>\$ 72,277</b>	<b>\$ 62,255</b>	<b>\$ 61,315</b>
226	COMMUNICATIONS	\$ 18,785	\$ 18,257	\$ 18,212
227	RECYCLING	\$ 57,011	\$ 63,302	\$ 64,813
	<b>TOTAL EXPENDITURES</b>	<b>\$ 75,795</b>	<b>\$ 81,559</b>	<b>\$ 83,025</b>

CITY OF LAUDERDALE  
COMMUNICATIONS  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2021 Proposed
226-00000-410-31810	FRANCHISE TAX	\$ 18,119	\$ 20,000	\$ 19,000
226-00000-410-36210	INTEREST ON INVESTMENTS	\$ 298	\$ 40	\$ 100
	<b>TOTAL REVENUES</b>	<b>\$ 18,417</b>	<b>\$ 20,040</b>	<b>\$ 19,100</b>
226-49840-410-41010	FULL TIME EMPLOYEES	\$ 6,615	\$ 6,857	\$ 7,063
226-49840-410-41210	PERA	\$ 494	\$ 514	\$ 530
226-49840-410-41220	FICA	\$ 419	\$ 425	\$ 438
226-49840-410-41225	MEDICARE	\$ 98	\$ 99	\$ 102
226-49840-410-41250	DEFERRED COMPENSATION	\$ 136	\$ 100	\$ 150
226-49840-410-41310	HEALTH INSURANCE	\$ 1,132	\$ 1,087	\$ 1,157
226-49840-410-41320	DENTAL INSURANCE	\$ 46	\$ 50	\$ 50
226-49840-410-41330	LIFE INSURANCE	\$ 26	\$ 30	\$ 30
226-49840-410-41340	DISABILITY INSURANCE	\$ 34	\$ 40	\$ 35
226-49840-410-41510	WORKERS COMPENSATION INSURANCE	\$ 56	\$ 55	\$ 57
	<b>PERSONNEL</b>	<b>\$ 9,057</b>	<b>\$ 9,257</b>	<b>\$ 9,612</b>
226-49840-410-42020	COMPUTER SERVICES (WEBSITE)	\$ 650	\$ 700	\$ -
	<b>SUPPLIES</b>	<b>\$ 650</b>	<b>\$ 700</b>	<b>\$ -</b>
226-49840-410-43130	SPECIAL PROGRAMS	\$ 3,494	\$ 3,200	\$ 3,500
226-49840-410-44160	RENTS & LEASES (CABLE COMM FEE)	\$ 4,601	\$ 5,000	\$ 5,000
226-49840-410-44370	MISCELLANEOUS CHARGES	\$ 983	\$ 100	\$ 100
	<b>OTHER SERVICES &amp; CHARGES</b>	<b>\$ 9,078</b>	<b>\$ 8,300</b>	<b>\$ 8,600</b>
226-49840-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	<b>CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 18,785</b>	<b>\$ 18,257</b>	<b>\$ 18,212</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ (368)</b>	<b>\$ 1,783</b>	<b>\$ 888</b>



CITY OF LAUDERDALE  
 RECYCLING  
 2021

Account Number	Account Description	2019 Actual	2020 Adopted	2021 Proposed
227-00000-430-33620	COUNTY GRANTS	\$ 5,742	\$ 5,900	\$ 5,900
227-00000-430-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 46,153	\$ 35,115	\$ 35,115
227-00000-430-36102	PENALTIES & INTEREST	\$ 103	\$ -	\$ -
227-00000-430-36210	INTEREST ON INVESTMENTS	\$ 1,863	\$ 1,200	\$ 1,200
	<b>TOTAL REVENUES</b>	<b>\$ 53,861</b>	<b>\$ 42,215</b>	<b>\$ 42,215</b>
227-43245-430-41010	FULL TIME EMPLOYEES	\$ 17,109	\$ 17,616	\$ 18,145
227-43245-430-41210	PERA	\$ 1,278	\$ 1,321	\$ 1,361
227-43245-430-41220	FICA	\$ 1,086	\$ 1,092	\$ 1,125
227-43245-430-41225	MEDICARE	\$ 254	\$ 255	\$ 263
227-43245-430-41250	DEFERRED COMPENSATION	\$ 318	\$ 250	\$ 330
227-43245-430-41310	HEALTH INSURANCE	\$ 6,105	\$ 2,845	\$ 2,925
227-43245-430-41320	DENTAL INSURANCE	\$ 116	\$ 120	\$ 120
227-43245-430-41330	LIFE INSURANCE	\$ 87	\$ 90	\$ 90
227-43245-430-41340	DISABILITY INSURANCE	\$ 85	\$ 100	\$ 90
227-43245-430-41510	WORKERS COMPENSATION INSURANCE	\$ 144	\$ 141	\$ 145
	<b>PERSONNEL</b>	<b>\$ 26,582</b>	<b>\$ 23,830</b>	<b>\$ 24,594</b>
227-43245-430-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
227-43245-430-42115	MEETING EXPENSES	\$ -	\$ -	\$ -
	<b>SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
227-43245-430-43130	RECYCLING CONTRACTOR	\$ 30,098	\$ 39,122	\$ 39,869
227-43245-430-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
227-43245-430-44330	DUES & SUBSCRIPTIONS	\$ 331	\$ 350	\$ 350
	<b>OTHER SERVICES &amp; CHARGES</b>	<b>\$ 30,429</b>	<b>\$ 39,472</b>	<b>\$ 40,219</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 57,011</b>	<b>\$ 63,302</b>	<b>\$ 64,813</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ (3,150)</b>	<b>\$ (21,087)</b>	<b>\$ (22,598)</b>

CITY OF LAUDERDALE  
DEBT SERVICE FUNDS  
2021

Fund	Fund Title	2019 Actual	2020 Adopted	2021 Proposed
305	GO TIF REVENUE BONDS 2018A	\$ 632	\$ 500	\$ 500
306	GO IMPROVEMENT BONDS 2019A	\$ 101,597	\$ 127,938	\$ 126,563
	<b>TOTAL REVENUES</b>	<b>\$ 102,228</b>	<b>\$ 128,438</b>	<b>\$ 127,063</b>
305	GO TIF REVENUE BONDS 2018A	\$ 32,041	\$ 25,253	\$ 25,728
306	GO IMPROVEMENT BONDS 2019A	\$ -	\$ 23,865	\$ 121,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 32,041</b>	<b>\$ 49,118</b>	<b>\$ 146,728</b>

CITY OF LAUDERDALE  
DEBT SERVICE - 1795 EUSTIS STREET/ GO TIF REVENUE BONDS 2018A  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2021 Proposed
305-00000-462-36210	INTEREST ON INVESTMENTS	\$ 632	\$ 500	\$ 500
305-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
305-47000-462-39300	BONDS PROCEEDS	\$ -	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 632</b>	<b>\$ 500</b>	<b>\$ 500</b>
305-47000-462-43090	PROFESSIONAL SERVICES	\$ 475	\$ -	\$ 475
305-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ -
305-47000-462-47210	BOND INTEREST	\$ 31,566	\$ 25,253	\$ 25,253
	OTHER FINANCING	\$ 32,041	\$ 25,253	\$ 25,728
	<b>TOTAL EXPENDITURES</b>	<b>\$ 32,041</b>	<b>\$ 25,253</b>	<b>\$ 25,728</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ (31,409)</b>	<b>\$ (24,753)</b>	<b>\$ (25,228)</b>

CITY OF LAUDERDALE  
DEBT SERVICE - GO IMPROVEMENT BONDS 2019A  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2020 Proposed
306-00000-430-36210	INTEREST ON INVESTMENTS	\$ 477	\$ 100	\$ 300
306-00000-450-36101	SPECIAL ASSESSMENT - COUNTY	\$ 88,130	\$ 42,451	\$ 42,451
306-00000-450-36102	PENALTIES AND INTEREST	\$ -	\$ 17,617	\$ 15,856
306-00000-450-36103	DELINQUENT SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -
306-00000-462-39200	TRANSFER IN	\$ -	\$ 67,769	\$ 67,956
306-47000-462-39300	BONDS PROCEEDS	\$ 12,990	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 101,597</b>	<b>\$ 127,938</b>	<b>\$ 126,563</b>
306-47000-462-43090	PROFESSIONAL SERVICES	\$ -	\$ -	\$ 475
306-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ 100,000
306-47000-462-47210	BOND INTEREST	\$ -	\$ 23,865	\$ 21,000
	<b>OTHER FINANCING</b>	\$ -	\$ 23,865	\$ 121,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 23,865</b>	<b>\$ 121,000</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ 101,597</b>	<b>\$ 104,073</b>	<b>\$ 5,563</b>

CITY OF LAUDERDALE  
CAPITAL IMPROVEMENT FUNDS  
2021

Fund	Fund Title	2019 Actual	2020 Adopted	2021 Proposed
401	GENERAL CAPITAL	\$ 34,731	\$ 1,500	\$ 1,500
403	STREET CAPITAL	\$ 1,786,760	\$ 4,000	\$ 4,000
404	PARK CAPITAL	\$ 5,580	\$ 4,000	\$ 4,000
405	ROSEHILL TAX INCREMENT	\$ 484	\$ -	\$ -
414	DEVELOPMENT	\$ 44,704	\$ 42,000	\$ 4,000
415	HOUSING REDEVELOPMENT	\$ 10,412	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 1,882,670</b>	<b>\$ 51,500</b>	<b>\$ 13,500</b>
401	GENERAL CAPITAL	\$ -	\$ 85,000	\$ 20,000
402	STREET CAPITAL	\$ 2,535,308	\$ -	\$ -
404	PARK CAPITAL	\$ 1,232	\$ 65,000	\$ 7,500
405	ROSEHILL TAX INCREMENT	\$ 991	\$ -	\$ -
414	DEVELOPMENT	\$ 2,260	\$ 67,769	\$ 67,956
415	HOUSING REDEVELOPMENT	\$ 115	\$ -	\$ -
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,539,906</b>	<b>\$ 217,769</b>	<b>\$ 95,456</b>

CITY OF LAUDERDALE  
GENERAL CAPITAL  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2020 Proposed
401-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
401-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
401-00000-410-36210	INTEREST ON INVESTMENTS	\$ 2,731	\$ 1,500	\$ 1,500
401-00000-410-39200	TRANSFER IN	\$ 32,000	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 34,731</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
401-41940-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	<b>OTHER SERVICES &amp; CHARGES</b>	\$ -	\$ -	\$ -
401-41940-410-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 75,000	\$ 20,000
401-41940-410-45400	MACHINERY & EQUIPMENT	\$ -	\$ 10,000	\$ -
	<b>CAPITAL OUTLAY</b>	\$ -	\$ 85,000	\$ 20,000
401-41940-410-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	<b>OTHER FINANCING</b>	\$ -	\$ -	\$ -
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 85,000</b>	<b>\$ 20,000</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ 34,731</b>	<b>\$ (83,500)</b>	<b>\$ (18,500)</b>



CITY OF LAUDERDALE  
STREET CAPITAL  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2021 Proposed
403-00000-430-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
403-00000-430-36200	OTHER MISCELLANEOUS REVENUE	\$ 753,332	\$ -	\$ -
403-00000-430-36210	INTEREST ON INVESTMENTS	\$ 23,086	\$ 4,000	\$ 4,000
403-00000-430-39200	TRANSFER IN	\$ -	\$ -	\$ -
403-47000-430-39300	BOND PROCEEDS	\$ 987,010	\$ -	\$ -
403-47000-430-39320	BOND PREMIUM	\$ 23,332	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 1,786,760</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
403-43121-430-43030	ENGINEERING	\$ 352,592	\$ -	\$ -
403-43121-430-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 2,146,967	\$ -	\$ -
	<b>CAPITAL OUTLAY</b>	<b>\$ 2,499,558</b>	<b>\$ -</b>	<b>\$ -</b>
403-43121-430-47200	TRANSFER OUT	\$ -	\$ -	\$ -
403-47000-430-47600	ISSUANCE COSTS	\$ 35,750	\$ -	\$ -
	<b>OTHER FINANCING</b>	<b>\$ 35,750</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,535,308</b>	<b>\$ -</b>	<b>\$ -</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ (748,548)</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>

CITY OF LAUDERDALE  
PARK CAPITAL  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2020 Proposed
404-00000-450-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
404-00000-450-36210	INTEREST ON INVESTMENTS	\$ 5,580	\$ 4,000	\$ 4,000
404-00000-450-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ -	\$ -
404-00000-450-36250	PARKLAND FEES	\$ -	\$ -	\$ -
404-0000-450-39200	TRANSFER IN	\$ -	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 5,580</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
404-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	<b>OTHER SERVICES &amp; CHARGES</b>	\$ -	\$ -	\$ -
404-45200-450-43030	ENGINEERING FEES	\$ 1,232	\$ -	\$ -
404-45200-450-45100	LAND	\$ -	\$ -	\$ -
404-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
404-45200-450-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 65,000	\$ 7,500
404-45200-450-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	<b>CAPITAL OUTLAY</b>	<b>\$ 1,232</b>	<b>\$ 65,000</b>	<b>\$ 7,500</b>
404-45200-450-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	<b>OTHER FINANCING</b>	\$ -	\$ -	\$ -
	<b>TOTAL EXPENDITURES</b>	<b>\$ 1,232</b>	<b>\$ 65,000</b>	<b>\$ 7,500</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ 4,348</b>	<b>\$ (61,000)</b>	<b>\$ (3,500)</b>

CITY OF LAUDERDALE  
DEVELOPMENT  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2020 Proposed
414-00000-462-36200	OTHER MISCELLANEOUS REVENUE	\$ 0	\$ -	\$ -
414-00000-462-36210	INVESTMENT INTEREST	\$ 6,704	\$ 4,000	\$ 4,000
414-00000-462-36230	DONATIONS	\$ -	\$ -	\$ -
414-00000-462-39200	TRANSFER IN	\$ 38,000	\$ 38,000	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 44,704</b>	<b>\$ 42,000</b>	<b>\$ 4,000</b>
414-46500-462-44370	MISCELLANEOUS CHARGES	\$ 1,556	\$ -	\$ -
414-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 704	\$ -	\$ -
414-46500-462-47200	TRANSFER OUT	\$ -	\$ 67,769	\$ 67,956
	<b>OTHER FINANCING</b>	<b>\$ 2,260</b>	<b>\$ 67,769</b>	<b>\$ 67,956</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,260</b>	<b>\$ 67,769</b>	<b>\$ 67,956</b>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ 42,444</b>	<b>\$ (25,769)</b>	<b>\$ (63,956)</b>

CITY OF LAUDERDALE  
ENTERPRISE FUNDS  
2021

Fund	Fund Title	2019 Actual	2020 Adopted	2021 Proposed
602	SANITARY SEWER	\$ 352,033	\$ 302,216	\$ 302,016
603	STORM WATER	\$ 119,101	\$ 113,838	\$ 113,838
	<b>TOTAL REVENUES</b>	<b>\$ 471,134</b>	<b>\$ 416,054</b>	<b>\$ 415,854</b>
602	SANITARY SEWER	\$ 342,936	\$ 308,971	\$ 408,873
603	STORM WATER	\$ 95,577	\$ 176,572	\$ 170,663
	<b>TOTAL EXPENDITURES</b>	<b>\$ 438,513</b>	<b>\$ 485,543</b>	<b>\$ 579,536</b>

CITY OF LAUDERDALE  
SANITARY SEWER  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2021 Proposed
602-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ 23,846	\$ -	\$ -
602-00000-000-33439	PERA Pension Other Revenue	\$ 96	\$ 300	\$ 100
602-00000-000-36210	INTEREST ON INVESTMENTS	\$ 20,034	\$ 16,000	\$ 16,000
602-00000-000-37210	SEWER CHARGES	\$ 308,056	\$ 285,916	\$ 285,916
602-00000-000-37290	SEWER ACCESS CHARGES	\$ -	\$ -	\$ -
602-00000-000-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
602-00000-000-39110	GAIN ON DISPOSAL	\$ -	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 352,033</b>	<b>\$ 302,216</b>	<b>\$ 302,016</b>
602-49410-000-41290	PENSION EXPENSE	\$ 2,256	\$ -	\$ -
	<b>PENSION</b>	<b>\$ 2,256</b>	<b>\$ -</b>	<b>\$ -</b>
602-49450-000-41010	FULL TIME EMPLOYEES	\$ 55,910	\$ 54,589	\$ 56,305
602-49450-000-41020	OVERTIME	\$ 886	\$ -	\$ -
602-49450-000-41190	OTHER PAY	\$ -	\$ -	\$ -
602-49450-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
602-49450-000-41210	PERA	\$ 4,037	\$ 4,094	\$ 4,223
602-49450-000-41220	FICA	\$ 3,952	\$ 3,385	\$ 3,491
602-49450-000-41225	MEDICARE	\$ 924	\$ 792	\$ 816
602-49450-000-41250	DEFERRED COMPENSATION	\$ 5,956	\$ 5,453	\$ 5,883
602-49450-000-41310	HEALTH INSURANCE	\$ 2,268	\$ 2,200	\$ 2,300
602-49450-000-41320	DENTAL INSURANCE	\$ 139	\$ 175	\$ 150
602-49450-000-41330	LIFE INSURANCE	\$ 652	\$ 775	\$ 670
602-49450-000-41340	DISABILITY INSURANCE	\$ 227	\$ 250	\$ 240
602-49450-000-41510	WORKERS COMPENSATION INSURANCE	\$ 3,605	\$ 3,317	\$ 3,422
	<b>PERSONNEL</b>	<b>\$ 78,557</b>	<b>\$ 75,030</b>	<b>\$ 77,500</b>
602-49450-000-42110	GENERAL SUPPLIES	\$ -	\$ 100	\$ -
602-49450-000-42120	MOTOR FUELS	\$ 713	\$ 700	\$ 800
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	\$ -	\$ -	\$ -
	<b>SUPPLIES</b>	<b>\$ 713</b>	<b>\$ 800</b>	<b>\$ 800</b>
602-49450-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 3,939	\$ 3,000	\$ 4,000
602-49450-000-43030	ENGINEERING	\$ 0	\$ 10,000	\$ 5,000
602-49450-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 3,835	\$ 7,000	\$ 4,000
602-49450-000-43140	TRAINING & EDUCATION	\$ 780	\$ 850	\$ 800
602-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 195	\$ 250	\$ 225
602-49450-000-43310	TRAVEL EXPENSE	\$ -	\$ 100	\$ 100
602-49450-000-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
602-49450-000-43610	INSURANCE & BONDS	\$ 3,711	\$ 3,000	\$ 4,000
602-49450-000-43820	WATER UTILITIES	\$ 88	\$ 150	\$ 150
602-49450-000-43850	SEWER - MET COUNCIL	\$ 160,918	\$ 157,691	\$ 150,798
602-49450-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 1,000	\$ 1,000
602-49450-000-44060	LAUNDRY SERVICES	\$ 668	\$ 700	\$ 700
602-49450-000-44160	RENTS & LEASES	\$ -	\$ -	\$ -

602-49450-000-44200	DEPRECIATION	\$ 56,573	\$ -	\$ -
602-49450-000-44330	DUES & SUBSCRIPTIONS	\$ 931	\$ 1,200	\$ 1,200
602-49450-000-44370	MISCELLANEOUS CHARGES	\$ 7,772	\$ 7,500	\$ 7,900
602-49450-000-44390	TAXES & LICENSES	\$ -	\$ 700	\$ 700
602-49450-000-44450	CLAIMS & DAMAGES	\$ -	\$ -	\$ -
	<b>OTHER SERVICES &amp; CHARGES</b>	<u>\$ 239,410</u>	<u>\$ 193,141</u>	<u>\$ 180,573</u>
602-49450-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ (0)	\$ 40,000	\$ 150,000
602-49450-000-45500	VEHICLES	\$ -	\$ -	\$ -
	<b>CAPITAL OUTLAY</b>	<u>\$ (0)</u>	<u>\$ 40,000</u>	<u>\$ 150,000</u>
602-49450-000-47200	TRANSFER OUT	\$ 22,000	\$ -	\$ -
	<b>OTHER FINANCING</b>	<u>\$ 22,000</u>	<u>\$ -</u>	<u>\$ -</u>
	<b>TOTAL EXPENDITURES</b>	<u><u>\$ 342,936</u></u>	<u><u>\$ 308,971</u></u>	<u><u>\$ 408,873</u></u>
<b>REVENUES OVER/UNDER EXPENDITURES</b>		<b>\$ 9,097</b>	<b>\$ (6,755)</b>	<b>\$ (106,857)</b>



CITY OF LAUDERDALE  
STORM WATER  
2021

Account Number	Account Description	2019 Actual	2020 Adopted	2020 Proposed
603-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
603-00000-000-33439	PERA PENSION OTHER REVENUE	\$ 82	\$ -	\$ -
603-00000-000-36210	INTEREST ON INVESTMENTS	\$ 8,117	\$ 4,500	\$ 4,500
603-00000-000-37170	STORM WATER CHARGES	\$ 110,902	\$ 109,338	\$ 109,338
603-00000-000-39200	TRANSFER IN	\$ -	\$ -	\$ -
	<b>TOTAL REVENUES</b>	<b>\$ 119,101</b>	<b>\$ 113,838</b>	<b>\$ 113,838</b>
603-49410-000-41290	PENSION EXPENSE	\$ 1,490	\$ -	\$ -
	<b>PENSION</b>	<b>\$ 1,490</b>	<b>\$ -</b>	<b>\$ -</b>
603-49500-000-41010	FULL TIME EMPLOYEES	\$ 47,376	\$ 46,465	\$ 47,921
603-49500-000-41020	OVERTIME	\$ 709	\$ -	\$ -
603-49500-000-41190	OTHER PAY	\$ -	\$ -	\$ -
603-49500-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
603-49500-000-41210	PERA	\$ 3,432	\$ 3,485	\$ 3,594
603-49500-000-41220	FICA	\$ 3,332	\$ 2,881	\$ 2,971
603-49500-000-41225	MEDICARE	\$ 779	\$ 674	\$ 695
603-49500-000-41250	DEFERRED COMPENSATION	\$ 4,804	\$ 4,700	\$ 4,900
603-49500-000-41310	HEALTH INSURANCE	\$ 2,190	\$ 1,861	\$ 2,046
603-49500-000-41320	DENTAL INSURANCE	\$ 116	\$ 110	\$ 125
603-49500-000-41330	LIFE INSURANCE	\$ 541	\$ 600	\$ 550
603-49500-000-41340	DISABILITY INSURANCE	\$ 195	\$ 220	\$ 200
603-49500-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,907	\$ 2,676	\$ 2,761
	<b>PERSONNEL</b>	<b>\$ 66,381</b>	<b>\$ 63,672</b>	<b>\$ 65,763</b>
603-49500-000-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
603-49500-000-42120	MOTOR FUELS	\$ 713	\$ 750	\$ 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	\$ -	\$ -	\$ -
	<b>SUPPLIES</b>	<b>\$ 713</b>	<b>\$ 750</b>	<b>\$ 750</b>
603-49500-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 3,939	\$ 3,000	\$ 4,000
603-49500-000-43030	ENGINEERING	\$ 39	\$ 10,000	\$ 5,000
603-49500-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 8,335	\$ 7,500	\$ 9,000
603-49500-000-43140	TRAINING & EDUCATION	\$ -	\$ 300	\$ 300
603-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 195	\$ 300	\$ 250
603-49500-000-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
603-49500-000-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
603-49500-000-43610	INSURANCE & BONDS	\$ 640	\$ 1,400	\$ 1,000
603-49500-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 400	\$ 400
603-49500-000-44060	LAUNDRY SERVICES	\$ 668	\$ 750	\$ 700
603-49500-000-44200	DEPRECIATION	\$ -	\$ -	\$ -
603-49500-000-44330	DUES & SUBSCRIPTIONS	\$ 1,853	\$ 2,000	\$ 2,000
603-49500-000-44370	MISCELLANEOUS CHARGES	\$ 1,324	\$ 1,500	\$ 1,500

603-49500-000-44390	TAXES & LICENSES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 16,993	\$ 27,150	\$ 24,150
603-49500-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 85,000	\$ 80,000
	CAPITAL OUTLAY	\$ -	\$ 85,000	\$ 80,000
603-49450-000-47200	TRANSFER OUT	\$ 10,000	\$ -	\$ -
	OTHER FINANCING	\$ 10,000	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 95,577</u>	<u>\$ 176,572</u>	<u>\$ 170,663</u>
REVENUES OVER/UNDER EXPENDITURES		\$ 23,524	\$ (62,734)	\$ (56,825)

**Estimated Percentage Change in 2021 Property Tax  
On Median Value Single Family Properties (as of 11/11/2020)**

City	School	Payable 2020 City Median Estimated Value	Payable 2021 City Median Estimated Value	% Change in Median Value	Estimated % Change in Tax on Median Valued Home				Estimated Change From 2020 Total Tax
					County	City	School	Other	
Arden Hills	621 623	\$372,400 "	\$387,500 "	4.1% "	-4.7% -4.7%	3.9% 3.9%	-5.7% -0.7%	-1.0% -1.0%	-3.3% -1.4%
Falcon Heights	623	303,450	314,600	3.7%	-5.0%	10.8%	-1.1%	-3.6%	0.2%
Gem Lake	624	310,600	335,850	8.1%	-0.5%	-3.7%	1.4%	3.4%	-0.4%
Lauderdale	623	218,300	232,400	6.5%	-1.8%	1.8%	1.8%	-0.4%	0.3%
Little Canada	623 624	277,800 "	293,000 "	5.5% "	-3.1% -3.1%	-0.8% -0.8%	0.7% -1.3%	-0.7% -0.7%	-1.1% -1.8%
Maplewood	622	245,400	260,700	6.2%	-2.2%	-0.6%	1.6%	0.3%	-0.3%
	623	"	"	"	-2.2%	-0.6%	1.5%	0.3%	-0.4%
	624	"	"	"	-2.2%	-0.6%	-0.6%	0.3%	-1.0%
Mounds View	621	241,000	250,750	4.0%	-4.5%	1.2%	-5.7%	-0.8%	-3.3%
New Brighton	282	280,650	299,300	6.6%	-1.9%	-0.1%	0.9%	1.9%	-0.2%
	621	"	"	"	-1.9%	-0.1%	-3.2%	1.9%	-1.7%
North Oaks	621 624	609,400 "	651,800 "	7.0% "	-1.2% -1.2%	8.9% 8.9%	-2.5% 0.9%	2.7% 2.7%	-0.6% 0.9%
North St. Paul	622	214,300	230,000	7.3%	-0.8%	1.7%	2.9%	4.7%	1.5%
Roseville	621 623	272,000 "	280,600 "	3.2% "	-5.5% -5.5%	-1.6% -1.6%	-6.6% -1.7%	-1.8% -1.8%	-4.7% -3.0%
St. Anthony	282	308,550	332,850	7.9%	-0.7%	4.9%	2.1%	4.1%	2.4%
St. Paul	625	199,800	215,800	8.0%	-0.1%	-1.6%	5.6%	1.7%	1.6%
Shoreview	621 623	326,300 "	336,450 "	3.1% "	-5.6% -5.6%	2.5% 2.5%	-6.6% -1.7%	-2.0% -2.0%	-4.0% -2.2%
Spring Lake Park	621	243,700	245,800	0.9%	-7.9%	-6.1%	-8.8%	-4.3%	-7.5%
Vadnais Heights	621 624	293,200 "	310,000 "	5.7% "	-2.8% -2.8%	0.9% 0.9%	-4.1% -1.0%	0.9% -0.4%	-2.5% -1.3%
White Bear Lake	624	243,100	256,000	5.3%	-3.1%	4.6%	-1.5%	-0.7%	-1.2%
White Bear Town	624	287,000	295,400	2.9%	-5.8%	18.9%	-3.9%	-3.4%	-1.1%

# PAYABLE 2021 PROPOSED TAX RATES

MUNICIPALITY &	SCH. DIST	& W/S	DIST. CODE	CITY OR TOWN	(1) COUNTY	(2) SCHOOLS	(3) MISC	(4) TOTAL LOCAL TAX RATE	(5) MARKET TAX RATE
ARDEN HILLS	621	(R)	2517	25.283%	47.708%	23.865%	7.815%	104.672%	0.25289%
ARDEN HILLS	621	(R)(K)	2518	27.947%	47.708%	23.865%	7.815%	107.335%	0.25289%
ARDEN HILLS	623	(R)	2537	25.283%	47.708%	31.222%	7.815%	112.028%	0.16867%
BLAINE	621	(R)	2917	35.293%	47.708%	23.865%	8.519%	115.386%	0.25289%
FAIRGROUNDS	623	(C)	3031	0.000%	47.708%	31.222%	8.576%	87.506%	0.16867%
FAIRGROUNDS	625	(C)	3051	0.000%	47.708%	36.715%	8.576%	93.000%	0.17616%
FALCON HEIGHTS	623	(C)	3331	37.922%	47.708%	31.222%	8.576%	125.428%	0.16867%
FALCON HEIGHTS	623	(R)	3337	37.922%	47.708%	31.222%	7.815%	124.666%	0.16867%
GEM LAKE	624		3740	36.446%	47.708%	37.194%	5.993%	127.341%	0.18021%
GEM LAKE	624	(M)(NB)	3746	36.446%	47.708%	37.194%	8.952%	130.300%	0.18021%
LAUDERDALE	623	(C)	4731	27.730%	47.708%	31.222%	8.576%	115.237%	0.16867%
LAUDERDALE	623	(I)	4732	27.730%	47.708%	31.222%	7.110%	113.770%	0.16867%
LAUDERDALE	623	(R)	4737	27.730%	47.708%	31.222%	7.815%	114.475%	0.16867%
LITTLE CANADA	623	(M)(NB)	5336	24.065%	47.708%	31.222%	8.952%	111.948%	0.16867%
LITTLE CANADA	624	(M)(NB)	5346	24.065%	47.708%	37.194%	8.952%	117.920%	0.18021%
MAPLEWOOD	622	(M)(BC)	5725	41.988%	47.708%	31.804%	8.952%	130.453%	0.16758%
MAPLEWOOD	622	(M)(NB)	5726	41.988%	47.708%	31.804%	8.952%	130.453%	0.16758%
MAPLEWOOD	622	(V)	5729	41.988%	47.708%	31.804%	9.666%	131.166%	0.16758%
MAPLEWOOD	623		5730	41.988%	47.708%	31.222%	5.993%	126.911%	0.16867%
MAPLEWOOD	623	(C)	5731	41.988%	47.708%	31.222%	8.576%	129.495%	0.16867%
MAPLEWOOD	623	(M)(NB)	5736	41.988%	47.708%	31.222%	8.952%	129.871%	0.16867%
MAPLEWOOD	624	(M)(NB)	5746	41.988%	47.708%	37.194%	8.952%	135.843%	0.18021%
MOUNDS VIEW	621	(R)	5917	35.565%	47.708%	23.865%	7.815%	114.954%	0.27743%
NEW BRIGHTON	621	(R)(B)	6308	39.569%	47.708%	23.865%	7.815%	118.958%	0.25289%
NEW BRIGHTON	621	(R)	6317	34.596%	47.708%	23.865%	7.815%	113.985%	0.25289%
NEW BRIGHTON	621	(R)(D)	6318	37.822%	47.708%	23.865%	7.815%	117.211%	0.25289%
NEW BRIGHTON	282	(R)	6387	34.596%	47.708%	31.647%	7.815%	121.766%	0.22320%
NORTH OAKS	621		6710	11.765%	47.708%	23.865%	5.993%	89.332%	0.25289%
NORTH OAKS	624		6740	11.765%	47.708%	37.194%	5.993%	102.660%	0.18021%
NORTH ST. PAUL	622	(M)(NB)	6926	38.146%	47.708%	31.804%	11.840%	129.498%	0.20752%
NORTH ST. PAUL	622	(V)	6929	38.146%	47.708%	31.804%	12.554%	130.212%	0.20752%
ROSEVILLE	621	(R)	7917	37.235%	47.708%	23.865%	7.815%	116.624%	0.25289%
ROSEVILLE	623	(M)(NB)	7936	37.235%	47.708%	31.222%	8.952%	125.117%	0.16867%
ROSEVILLE	623	(C)	7931	37.235%	47.708%	31.222%	8.576%	124.741%	0.16867%
ROSEVILLE	623	(R)	7937	37.235%	47.708%	31.222%	7.815%	123.980%	0.16867%
ST. ANTHONY	282	(R)	8187	63.967%	47.708%	31.647%	9.471%	152.793%	0.22320%
ST. PAUL (6)	625	(C)	151	45.019%	43.720%	36.603%	10.881%	136.223%	0.17616%
ST. PAUL (6)	625	(I)	152	45.019%	43.720%	36.603%	9.414%	134.756%	0.17616%
ST. PAUL (6)	625	(L)	154	45.019%	43.720%	36.603%	8.298%	133.640%	0.17616%
ST. PAUL (6)	625	(M)(BC)	155	45.019%	43.698%	36.575%	11.257%	136.549%	0.17616%
ST. PAUL (6)	625	(M)(NB)	156	45.019%	43.712%	36.595%	11.257%	136.583%	0.17616%
ST. PAUL (Airport)	999	(L)	194	0.000%	43.809%	0.000%	8.298%	52.107%	--
SHOREVIEW	621	(M)(NB)	8316	32.321%	47.708%	23.865%	9.586%	113.481%	0.25289%
SHOREVIEW	621	(R)	8317	32.321%	47.708%	23.865%	8.448%	112.344%	0.25289%
SHOREVIEW	623	(M)(NB)	8336	32.321%	47.708%	31.222%	9.586%	120.837%	0.16867%
SHOREVIEW	623	(R)	8337	32.321%	47.708%	31.222%	8.448%	119.700%	0.16867%
SPRING LAKE PARK	621	(R)	8517	44.925%	47.708%	23.865%	7.815%	124.314%	0.25289%
VADNAIS HEIGHTS	621		8910	23.292%	47.708%	23.865%	5.993%	100.859%	0.25289%
VADNAIS HEIGHTS	624		8940	23.292%	47.708%	37.194%	5.993%	114.187%	0.18021%
VADNAIS HEIGHTS	624	(M)(NB)	8946	23.292%	47.708%	37.194%	8.952%	117.146%	0.18021%
WHITE BEAR LAKE	622	(V)	9329	20.320%	47.708%	31.804%	9.666%	109.498%	0.16758%
WHITE BEAR LAKE	624		9340	20.320%	47.708%	37.194%	5.993%	111.215%	0.18021%
WHITE BEAR LAKE	624	(M)(NB)	9346	20.320%	47.708%	37.194%	8.952%	114.174%	0.18021%
WHITE BEAR LAKE	624	(R)	9347	20.320%	47.708%	37.194%	7.815%	113.037%	0.18021%
WHITE BEAR LAKE	624	(V)	9349	20.320%	47.708%	37.194%	9.666%	114.888%	0.18021%
TOWN OF WHITE BEAR	621	(R)	9717	25.042%	47.708%	23.865%	7.815%	104.431%	0.25289%
TOWN OF WHITE BEAR	624		9740	25.042%	47.708%	37.194%	5.993%	115.937%	0.18021%
TOWN OF WHITE BEAR	624	(M)(NB)	9746	25.042%	47.708%	37.194%	8.952%	118.896%	0.18021%
TOWN OF WHITE BEAR	624	(R)	9747	25.042%	47.708%	37.194%	7.815%	117.759%	0.18021%