

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:00 P.M. TUESDAY, FEBRUARY 8, 2022**

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 January 25, 2022 City Council Meeting
  - c. Claims Totaling \$128,595.70
4. **CONSENT**
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.
8. **DISCUSSION / ACTION ITEM**
  - a. 1795 Eustis Street Development Update
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. January Financial Report
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**

**Meeting Login Instructions:**

You are invited to a Zoom webinar.

When: Feb 8, 2022 07:00 PM Central Time (US and Canada)

Topic: February 8, 2022 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89959649576?pwd=K0xBTzFtNWRnV0ExamEvMmZLUXo0Zz09>

Passcode: 486305

Or One tap mobile :

US: +13126266799,,89959649576# or +16465588656,,89959649576#

Or Telephone:

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

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 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: 899 5964 9576

International numbers available: <https://us02web.zoom.us/j/89959649576?pwd=K0xBTzFtNWRnV0ExamEvMmZLUXo0Zz09>

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HELD REMOTELY VIA TELECONFERENCE

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January 25, 2022

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:00 p.m.

**Roll Call**

Councilors present: Roxanne Grove, Jeff Dains, Andi Moffatt, and Mayor Mary Gaasch.  
Councilor absent: Duane Pulford.

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 or corrections to the meeting agenda. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the agenda. Motion carried unanimously on a roll call vote.

Mayor Gaasch asked if there were any corrections to the January 11, 2022 City Council meeting minutes. There being none, Councilor Grove moved and seconded by Councilor Moffatt to approve the minutes of the January 11, 2022 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 Grove moved and seconded by Councilor Dains to approve the claims totaling \$102,709.20. Motion carried unanimously on a roll call vote.

**Consent**

Councilor Dains moved and seconded by Councilor Grove to approve the Consent Agenda thereby acknowledging the December financial report and the quarterly investment report.

**Informational Presentations/Reports**

**A. I-35W North Gateway Study Update by MnDOT Staff and Consultants**

The Minnesota Department of Transportation (MnDOT) has been working on the I-35W North Gateway Study for a couple of years and asked to provide an update on the project. Stephanie Roth, Kurt Bearinger, and John Griffith of HDR Inc., along with Aaron Tag of MnDOT, provided the City Council and Lauderdale residents alike with a presentation and encouraged continued community participation through the study process.

**B. City Council Updates**

Councilor Moffatt shared that she attended a virtual League of Women Voters event last week entitled 'Conversations with Constituents' on the topic of representation in city governance.

Mayor Gaasch said she would attend the annual League of Minnesota Cities conference in June as a board member. Gaasch also said that she and Administrator Butkowski plan to meet with

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Ramsey County Attorney John Choi in February to discuss public safety issues. Finally, Gaasch shared that she met with Ramsey County Chair Trista MatasCastillo to discuss Lauderdale concerns including the condition of Eustis Street south of Larpenteur Avenue.

**Discussion/Action Item**

A. Resolution No. 012522A – Declaring a Climate Emergency in Lauderdale, Minnesota  
Mayor Gaasch is involved with the Minnesota Collaboration Climate Group. The group is bringing climate issues before city councils throughout the state. At the last meeting, Mayor Gaasch presented information and asked the Council to support a resolution. Based on the discussion, staff added to the language.

Councilor Grove made a motion to adopt Resolution No. 012522A—Declaring a Climate Emergency in Lauderdale, Minnesota. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

B. Resolution No. 012522B – Lot Line Rearrangement at 1864 Malvern Street  
The city planner wrote a memorandum regarding the lot line rearrangement request at 1864 and 1872 Malvern Street. Ramsey County has yet to record the vacant lot as 1872 Malvern Street; however, it was approved by the City Council in a previous resolution. The lot line rearrangement would detach 20 feet from 1864 Malvern Street and add it to 1872 Malvern Street. The owner of the vacant parcel plans to build a new home.

Councilor Moffatt made a motion to adopt Resolution No. 012522B — Approving the Lot Line Rearrangement at 1864 Malvern Street. This was seconded by Councilor Grove and carried unanimously on a roll call vote.

**C. 2022 City Council Meeting Schedule**

The Council agreed to continue meeting on the second and fourth Tuesdays of each month at 7:00 p.m. The exceptions are meeting August 8 to avoid a conflict with the primary election and omitting a meeting on December 27 because of the holidays.

**D. 2022 Committee Appointments and Assignments**

With the absence of Councilor Moffatt at the previous meeting, the committee assignments were not confirmed. After going through the various designations, and making some changes, the Council ironed out the appointments.

Councilor Grove made a motion to approve the appointments. This was seconded by Councilor Dains and carried unanimously on a roll call vote.

**Set Agenda for Next Meeting**

The next Council meeting will include a 1795 Eustis Street development update with consulting city planner Jennifer Haskamp and financial advisor Stacie Kvilvang.

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**Work Session**

A. Community Development Update

Butkowski said the dredging of Gasparre Pond was temporarily delayed by cold weather. Residents are encouraged to check out the City's website for skating rink and warming house hours. She thanked the warming house staff for their incredible efforts this winter season.

B. Opportunity for the Public to Address the City Council

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

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

**Adjournment**

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 8:14 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline  
Deputy City Clerk



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

### **Request for Council Action**

**To:** Mayor and City Council  
**From:** City Administrator  
**Meeting Date:** February 8, 2022  
**Subject:** List of Claims

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The claims totaling \$128,595.70 are provided for City Council review and approval that includes check numbers 27780 to 27802.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
 Printed: 2/4/2022 3:16 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	77	United States Postal Service	01/31/2022	
	IQ2022	1Q22 Newsletter Postage		412.50
	PF2022	Replenish Postal Fund		1,000.00
Total for this ACH Check for Vendor 77:				1,412.50
Total for 1/31/2022:				1,412.50
ACH	43	Public Employees Retirement Association	02/04/2022	
		PR Batch 50300.02.2022 PERA Coordinated	PR Batch 50300.02.2022 PER	1,139.61
		PR Batch 50300.02.2022 PERA Coordinated	PR Batch 50300.02.2022 PER	987.65
Total for this ACH Check for Vendor 43:				2,127.26
ACH	44	Minnesota Department of Revenue	02/04/2022	
		PR Batch 50300.02.2022 State Income Tax	PR Batch 50300.02.2022 Stat	663.07
Total for this ACH Check for Vendor 44:				663.07
ACH	45	ICMA Retirement Corporation	02/04/2022	
		PR Batch 50300.02.2022 Deferred Comp	PR Batch 50300.02.2022 Defi	1,213.77
		PR Batch 50300.02.2022 Deferred Comp	PR Batch 50300.02.2022 Defi	1,288.76
Total for this ACH Check for Vendor 45:				2,502.53
ACH	46	Internal Revenue Service	02/04/2022	
		PR Batch 50300.02.2022 FICA Employer Portio	PR Batch 50300.02.2022 FIC.	1,119.38
		PR Batch 50300.02.2022 Medicare Employee Pc	PR Batch 50300.02.2022 Mec	261.79
		PR Batch 50300.02.2022 Federal Income Tax	PR Batch 50300.02.2022 Fed	1,751.63
		PR Batch 50300.02.2022 FICA Employee Portio	PR Batch 50300.02.2022 FIC.	1,119.38
		PR Batch 50300.02.2022 Medicare Employer Po	PR Batch 50300.02.2022 Mec	261.79
Total for this ACH Check for Vendor 46:				4,513.97
ACH	47	Public Employees Insurance Program	02/04/2022	
		PR Batch 50300.02.2022 Dental	PR Batch 50300.02.2022 Den	80.32
		PR Batch 50300.02.2022 Health Insurance	PR Batch 50300.02.2022 Hea	2,655.66
Total for this ACH Check for Vendor 47:				2,735.98
Total for 2/4/2022:				12,542.81
ACH	77	United States Postal Service	02/08/2022	
	MP2022	2022 Bulk Mail Permit		265.00
Total for this ACH Check for Vendor 77:				265.00
27780	13	8th Day Landscaping LLC	02/08/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9257	January 2022 Snow Removal		660.00
			Total for Check Number 27780:	660.00
27781	184 4108536568 4108536568 4109220720 4109220720	Cintas January Uniforms January Uniforms January Uniforms January Uniforms	02/08/2022	6.04 6.03 219.35 219.36
			Total for Check Number 27781:	450.78
27782	36 0230687	City of Roseville February IT Services	02/08/2022	1,802.97
			Total for Check Number 27782:	1,802.97
27783	29 4172	City of St Anthony February Police Services	02/08/2022	66,856.92
			Total for Check Number 27783:	66,856.92
27784	58 12935	City of White Bear Lake 2022 Ramsey County GIS Fees	02/08/2022	219.12
			Total for Check Number 27784:	219.12
27785	164 3885738	Dalco Enterprises Inc Toilet Tissue	02/08/2022	171.80
			Total for Check Number 27785:	171.80
27786	361 022022	Tom Douvier TD CDL License Renewal	02/08/2022	130.00
			Total for Check Number 27786:	130.00
27787	177 022022 022022	DVS Vehicle Registration Renewal - '12 Ford Vehicle Registration Renewal - '16 Ford	02/08/2022	19.25 19.25
			Total for Check Number 27787:	38.50
27788	61 2010530	Gopher State One Call January Locates	02/08/2022	6.75
			Total for Check Number 27788:	6.75
27789	31 165768	Kennedy & Graven Chartered December Legal Services	02/08/2022	360.00
			Total for Check Number 27789:	360.00
27790	30 357685	League of Minnesota Cities MN Cities Stormwater Coalition Contributions	02/08/2022	420.00
			Total for Check Number 27790:	420.00
27791	73 358913 358913 359605 359623	League of Minnesota Cities Safety & Loss Control Workshop - TD Safety & Loss Control Workshop - HB Safety & Loss Control Workshop - JB Safety & Loss Control Workshop - MC	02/08/2022	20.00 20.00 20.00 20.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 27791:	80.00
27792	360 387605	Minnesota Occupational Health Pre Employment Screening - TD	02/08/2022	167.00
			Total for Check Number 27792:	167.00
27793	112 022022	Minnesota Pollution Control Agency 2022 Collection Systems Operators Conference -	02/08/2022	400.00
			Total for Check Number 27793:	400.00
27794	333 1	Nadeau Companies LLC Seminary Pond Dredging Part 2	02/08/2022	29,900.00
			Total for Check Number 27794:	29,900.00
27795	12 2022-010 2022-010 2022-010	NineNorth January Virtual Meeting Charge January Webstreaming & Archiving January Virtual Meeting Production	02/08/2022	99.25 255.41 360.00
			Total for Check Number 27795:	714.66
27796	84 022022 022022 022022 022022 022022 022022 022022 022022 022022 022022 022022 022022 022022 022022	North Star Bank Cardmember Services 2022 RCLLG Membership Target - General Supplies January Costco Fuel January Costco Fuel Home Depot - Paint for City Hall Walgreens - Rapid Covid Tests Pioneer Press - Subscription Urban Land Institute - HB Registration Office Depot - 1099 Forms January Costco Fuel University of MN - TD Tree Inspector Certificati Home Depot - Paint for City Hall	02/08/2022	200.00 40.03 152.75 32.74 69.04 19.98 10.00 90.00 22.97 32.73 50.00 60.10
			Total for Check Number 27796:	780.34
27797	353 12523	Pro Net Sports Ltd Hockey Goal Netting	02/08/2022	140.05
			Total for Check Number 27797:	140.05
27798	155 64159	Seven Corners Printing 1Q2022 Newsletter	02/08/2022	770.00
			Total for Check Number 27798:	770.00
27799	81 022022 022022 022022	St Paul Regional Water Service 4Q21 1891 Walnut St 4Q21 1885 Fulham St 4Q21 1915 Walnut St	02/08/2022	72.49 214.39 20.52
			Total for Check Number 27799:	307.40
27800	26 1884204 1884206	Stantec Consulting Services Inc GIS Set Up 2021 Sewer Lining Project	02/08/2022	663.00 5,837.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 27800:	6,500.68
27801	4 SI002669 SI002669	The Neighborhood Recycling Company Inc January Single Unit Dwelling January Multi-Family Recycling	02/08/2022	2,917.39 405.03
			Total for Check Number 27801:	3,322.42
27802	3 463833970	US National Equipment Finance Inc February Copier Lease	02/08/2022	176.00
			Total for Check Number 27802:	176.00
			Total for 2/8/2022:	114,640.39
			Report Total (30 checks):	128,595.70

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date February 8, 2022

ITEM NUMBER 1795 Development Update

STAFF INITIAL \_\_\_\_\_

APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

Fortunately, in the most recent affordable housing tax credit application process, Real Estate Equities (REE) received an award for 1795 Eustis Street. The consulting city planner attached a memo updating the Council on the status of REE's planned unit development (PUD) and alley vacation applications submitted in November 2020. She explains the process to move their land use applications forward by the end of March. She is unable to attend the meeting, but Stacie Kvilvang from Ehlers' and Associates will be at the meeting to provide an update on financial elements of the deal including the process to get the tax increment, development, and purchase agreements completed. REE is in the process of updating their land use application and completing open check list items from the preliminary approval granted in July 2019. One item they submitted was a draft of the construction and operations plan which is attached. Staff expect the rest of the updated materials to be in the next council packet. There are no decisions required at this meeting.

**OPTIONS:**

**STAFF RECOMMENDATION:**



## STAFF REPORT

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

**From:** Jennifer Haskamp  
Consulting City Planner

**Date:** February 4, 2022

**RE:** SUMMARY & SCHEDULE:  
Real Estate Equities Final PUD,  
CUP, and Vacation for 1795  
Eustis Street Redevelopment

### Application Summary

In November 2020 the Applicant, Real Estate Equities, applied for a Final PUD, CUP and Alleyway Vacation for the redevelopment of the property located at 1795 Eustis Street for an affordable senior housing project. The subject applications are required to be complete per the Development Stage PUD approval that was granted by resolution (Resolution #070919B). A summary of each meeting in November 2020 is provided for background and information:

#### City Council Meeting: November 10, 2020

- Staff Report. The Staff Report was presented that provided a summary of all three applications:
  - 1) Final PUD
  - 2) CUP
  - 3) Vacation of a portion of Alleyway

The Staff Report included a detailed summary of the submitted materials and how or/if the submitted materials complied with the conditions of Preliminary PUD Resolution #070919B. Please note that the Final PUD process does not include a public hearing. The official public hearing for the project was held during the Development Stage PUD.

- Attachments. Six (6) attachments were presented with the Staff Report. The attachments included a Draft of the Conditional Use Permit for consideration. A full draft of the Applicant's updated Architectural Plan Set, Civil Site Plan Set (including landscape plan) and memo summarizing proposed site construction activity was provided to meet the conditions noted in Resolution #070919B.



- Action. No formal action was taken. However, general agreement for staff's recommendations and conditions was given, and the Applicant was directed to continue to work through any remaining conditions. Additional information was requested regarding: signage and lighting, proposed mitigation of adverse impacts to solar panels on adjacent properties, and additional details regarding hardscape and retaining wall materials.

### City Council Meeting: November 24, 2020

- Staff Report. Two Staff Reports were presented for the November 24, 2020 meeting to address:
  - 1) Purchase, Development and TIF Agreement with attached Annotated Outline of the Agreement
  - 2) Public Hearing for Consideration of Vacation of Public Alleyway
- Public Hearing. The public hearing was held for the consideration of the vacation of a portion of the alleyway on the project site. Public testimony was provided and the public hearing was closed.
- Action. No formal action was taken, but direction was provided to prepare the following resolutions of approval for consideration by the City Council:
  - Resolution Approving the Final PUD with conditions. The Final PUD includes the condition that Purchase, Development and TIF Agreement be executed.
  - Resolution Approving the Conditional Use Permit with modifications.
  - Resolution Approve the Alley Vacation
- Additional Considerations. Please note that after the November meetings the Applicant and the City, learned that the project did not receive the bond allocation needed to finance the project in the 2020 cycle. Since the applications are subject to the 15.99 review timeline, the Applicant provided the City an extension letter indicating that final action would not be necessary until the project could be financed. Since that time the Applicant has continued to apply for the allocation but did not receive the award until the December 2021 cycle.

### Next Steps

In December 2021 the Applicant and City were notified that the allocation was awarded to Real Estate Equities (Applicant) for the project. Since the financing mechanisms are in place, the City must resume the land use applications that were considered in November



of 2020. We understand that it has been over a year since the land use applications were considered so it is important to refresh the City Council and residents on the project and the status. As such we propose the following:

- **City Council Meeting February 22, 2022**
  - Staff Report - Summary of Final PUD, CUP and Vacation will be presented. The Staff Report will be updated, as necessary, to reflect any supplemental information provided by the Applicant.
  - Conditional Use Permit (CUP) – The CUP will be updated to reflect the recommendations of the City Council from the November 24, 2020
  - A draft of the Purchase, Development and TIF Agreement may be provided, however, it is dependent on the underwriting process.
  - NOTE: No formal action will be taken. Recommendations of any changes to the Final PUD and the CUP should be provided and direction given to City Staff to prepare the resolutions of approval.
  
- **City Council Meeting March 8, 2022**
  - Staff Report – A Staff Report summarizing any updates or changes to the application based on feedback from the February 22, 2022 meeting will be presented.
  - Resolution approving the Final PUD and Rezoning – A resolution will be presented for approval of the Final PUD and Rezoning. Conditions may be noted, including that the Final PUD and rezoning is conditional on the execution of the Purchase, Development and TIF Agreement.
  - Resolution approving the Vacation of the Public Alleyway – A resolution for approval of the vacation will be presented. Conditions may be noted, including that the Final PUD and rezoning is conditional on the execution of the Purchase, Development and TIF Agreement.
  - Purchase, Development and TIF Agreement – the Agreement will be presented to the City Council for Review. Again, note that the final approval of the Purchase, Development and TIF Agreement requires the project to be through underwriting. If not complete, the final agreement may be considered for approval at the March 22<sup>nd</sup> meeting.
  
- **City Council Meeting March 22, 2022**



- If any of the items presented on March 8<sup>th</sup> are not acted upon, they will carry over to March 22, 2022 for action.
- Note – due to the timing of the funding, etc., final approval of all items noted must occur no later than March 30, 2022.

## MEMORANDUM

**TO:** Heather Butkowski – City Administrator  
**FROM:** Stacie Kvilvang - Ehlers  
**DATE:** February 8, 2022  
**SUBJECT:** 1795 Eustis – Real Estate Equities Redevelopment

The City has been working with Real Estate Equities since 2018 on redeveloping the above referenced site into a 114-unit senior rental project with 100% of the units affordable at 50% of area median income (AMI) and below. The County is providing funding for the project to assure 11 of the units (10%) will be affordable to persons at or below 30% of AMI. The units will be both rent and income restricted as noted below (based upon 2021 rent/income limitations since 2022 is not yet available):

Income Limits by Household Size			Rent Limit by Unit Size		
Income/Rent Limit	1	2	Studio	1	2
30% AMI	22,050	25,200	551	590	708
50% AMI	36,750	42,000	918	984	1,181

Real Estate Equities received their bond allocation from the State in January and will be proceeding with closing and redeveloping the site by June 30, 2022. Per the agreement, they will pay off the outstanding bonds on the property (approximately \$1.365M), pay park dedication fees in the amount of \$342,000 and pay the City’s conduit bond fee of approximately \$133,000. The conduit bond fee is unrestricted dollars and can be used for any expenditure the Council deems appropriate within the City’s budget and/or CIP.

In 2018, the City created TIF District 1-2 in anticipation of the redevelopment and providing assistance for the project. The developer has requested 15 years of TIF in the form of a pay-as-you-go TIF note in the amount of approximately \$990,000. We are still reviewing to determine the appropriate amount and term of TIF, which will be finalized as part of the Purchase and Redevelopment Contract that the City Council will review and approve prior to June of this year.

Staff anticipates bringing the final land use (PUD) and vacation of a portion of alleyway on the property for City Council approval in March, as well as the Purchase and Redevelopment Contract. Closing on the property can happen anytime after that but is not anticipated until June.



## **Snow Removal**

- REE has multiple (5) snow removal vendors. Each community has a 2" trigger in which the contractor moves the snow. Each community is provided with at least one snowblower and salt spreader to keep walks and drive lanes clear.
- REE snow removal vendors are contacted for a monthly fee from 11/01 to 03/31 for snow removal. Any event which occurs outside of that time frame is billed on a time and materials type of structure.
- Any snow accumulation in which the amount of plowed snow exceeds the community's ability to store the snow on-site; the snow is removed from the community for an additional cost stipulated in the contract.
- City owned, community sidewalk responsibilities are covered in the snow removal contracts and the responsibility for clearing will be in accordance with the local ordinances.

## **Trash Removal**

- REE has multiple trash and recycling vendors and are contacted based upon either the authority having local jurisdiction or upon existing vendors. All trash and recycling contracts are in accordance with local ordinances.
- Trash and recycling frequency are determined by the anticipated cubic load per community. All the REE Communities have at a minimum two days per week collection schedules, but the majority of REE Communities have three days per week collection schedules. The timing of collection is based upon the contracted hauler's routing of their assets.
- Trash collection times on collection days vary but are generally within the 8:00 a.m. to 5:00 p.m. routine workday. All containers are secured or removed within the normal working hours.
- Trash removal is based upon the anticipated cubic load per community. Generally multiple 5-cubic yard waste and recycling containers are provided to each community. Where parking garages / trash chutes are provided, containers are in the garage, and moved to outside collection point on the day of collection by the community staff.
- Containers which are moved from trash rooms / garages on collection day are replaced into the trash room after the collection on the same day of collection by the community staff.
- Parking lot or surface containers have the same 5-cubic yard sizing as the garage / trash room containers. Specifications for the quantities are based upon the anticipated cubic load per community.
- Parking lot or surface containers are placed into secure enclosures on a surface parking lot and the debris from containers are removed by community staff daily as part of the grounds keeping duties and responsibilities.

## Parking Policy

- All residents must register their vehicles and are issued a parking permit which allows community staff to determine which vehicles are authorized to park on REE owned surface lots or garage parking stalls.
- All residents and visitors are strongly encouraged by REE community staff to use the provided off-street parking locations.
- REE may or may not designate specific resident surface or garage parking stalls.
- REE will make reasonable accommodations to residents who request specific parking / garage stalls.
- REE will maintain the appropriate number of accessible or van accessible surface lot or garage parking stalls in accordance ADA or local ordinances.
- REE will work in conjunction with the authority having local jurisdiction to provide adequate off-street surface or garage parking stalls.

## Construction Logistics Plan

- Fencing/Screening
  - Contractor will provide a 6 foot tall chain link security fence around the perimeter of the property
  - Screening of fence may be provided, if desired by the City
  - The east-west “alleyway” will not be obstructed by the fence
- Lighting
  - Temporary lighting will be provided inside building 24 hours a day and a small night light is left on at the job trailer
- Parking
  - Delivery vehicles, storage containers and equipment will be parked within the boundaries of the security fence
  - Workers will park along Spring and Malvern
- Circulation/Haul Routes
  - To be coordinated with City’s Traffic Engineer, but primary route is anticipated to be Hwy 280 to Larpenteur to Eustis
- Dust Control
  - Crushed rock tracking pads will be installed at the site exit locations. Roads will be scraped/swept on a consistent basis when trucks/vehicles leave the site. Storm inlets will be protected with filter fabric/bail logs. These items are all requirements of the NPDES permit. Watering will be utilized during demolition when necessary.
- Vibration
  - Demolition of the existing building will be completed with track hoes and small hydraulic hammers and no pylon footings are currently known to be required. Therefore, there will be no activities that will create a vibration level which will cause issues with surrounding properties.