

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:00 P.M. MONDAY, AUGUST 8, 2022
LAUDERDALE CITY HALL, 1891 WALNUT STREET

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the July 26, 2022 City Council Meeting
 - c. Claims Totaling \$136,656.99
4. **CONSENT**
 - a. Pay Request #2 from Visu-Sewer, Inc. for Sanitary Sewer Lining Project
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Primary Election and Candidate Filing
 - b. City Council Updates

7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

8. **DISCUSSION / ACTION ITEM**
 - a. 2023 General Fund Budget
 - b. Snow Plowing Agreement with Falcon Heights
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. June Financial Report
 - b. 2023 General Fund Budget
 - c. Eustis Street South of Larpenteur Avenue Reconstruction Planning by Ramsey County Staff
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 three (3) 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**

To provide public comments, join us via Zoom.

You are invited to a Zoom webinar.

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

Topic: August 8, 2022 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87330242715?pwd=bmgydlZRGdyUkpPWFlJMEpNK0lXQT09>

Passcode: 998784

Or One tap mobile :

US: +13126266799,,87330242715# or +16465588656,,87330242715#

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 +1 646 931 3860 or +1 301 715 8592 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 386 347 5053 or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free)

Webinar ID: 873 3024 2715

International numbers available: <https://us02web.zoom.us/j/87330242715?pwd=bmgydlZRGdyUkpPWFlJMEpNK0lXQT09>

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Lauderdale, MN 55113

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July 26, 2022

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:05 p.m.

Roll Call

Councilors present: Andi Moffatt, Jeff Dains, Roxanne Grove, Duane Pulford 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. Mayor Gaasch stated that she would like to add a letter from the League of Minnesota Cities recognizing State Representative Alice Hausman. There being nothing else, Councilor Moffatt moved and seconded by Councilor Dains to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the July 12, 2022 city council meeting. There being none, Councilor Pulford moved and seconded by Councilor Grove to approve the minutes of the July 12, 2022 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Dains to approve the claims totaling \$19,535.87. Motion carried unanimously.

Informational Presentations/Reports

A. Day in the Park

Assistant to the City Administrator Bownik gave an overview of last week's event in Lauderdale Community Park. The Council thanked the volunteers and community for attending.

B. Primary Election and Candidate Filing

Administrator Butkowski stated that primary election voting is available at City Hall. Candidate filing will run from August 2 to August 16.

C. City Council Updates

Councilor Dains stated that multiple residents spoke to him at Day in the Park about the watershed district's Adopt-a-Drain program.

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Mayor Gaasch shared that she is a member of the League of Minnesota Cities board of directors. One topic they have been discussing is cannabis edibles, and how to deal with the new legislation given the lack of clarity provided by the legislature on how to regulate the products.

Councilor Grove stated that a Ramsey County League of Local Governments meeting would take place on August 11.

Public Hearings

A. Ordinance No. 22-04 Regarding Administrative Citations

During the previous meeting, the Council discussed drafts of an administrative citation ordinance and a public safety nuisance fee ordinance. The purpose of the ordinances is to address properties with condition and/or conduct issues that are hard to tackle via the criminal court system.

Carri Levitski from Rum River Consultants (RRC) joined the meeting remotely to share how RRC staff will use the administrative citations ordinance to tackle building and nuisance code issues. Prior to joining RRC, Carri worked in community development for a couple of different cities and utilized these tools.

Staff included the two draft ordinances along with a suggested fee schedule. If the fee schedule needs revisions, the ordinances can be adopted at this meeting and the fee schedule at the next.

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

Anna French, 1765 Eustis Street, asked the Council for clarity on who would be issuing the citations. The citations will be issued by city staff and the building official. At this point, the police department does not plan on issuing them.

There being nobody else interested in speaking, Mayor Gaasch closed the floor.

Councilor Pulford made a motion to adopt Ordinance No. 22-04 adding Chapter 11 to Title 1 of the Code of Ordinances Regarding Administrative Citations. This was seconded by Councilor Dains and carried unanimously.

B. Resolution No. 072622A - Authorizing Publication of Ordinance No. 22-04 by Title and Summary.

Councilor Pulford made a motion to adopt Resolution No. 072622A Authorizing Publication of Ordinance No. 22-04 by Title and Summary. This was seconded by Councilor Moffatt and carried unanimously.

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C. Ordinance No. 22-05 Regarding Public Safety Repeat Nuisance Call Service Fees
There being nobody interested in speaking, Mayor Gaasch closed the floor.

Councilor Pulford made a motion to adopt Ordinance No. 22-05 adding Chapter 12 to Title 5 of the Code of Ordinances Regarding Public Safety Repeat Nuisance Call Service Fees. This was seconded by Councilor Grove and carried unanimously.

D. Resolution No. 072622B – Authorizing Publication of Ordinance No. 22-05 by Title and Summary.

Councilor Pulford made a motion to adopt Resolution No. 072622B Authorizing Publication of Ordinance No. 22-05 by Title and Summary. This was seconded by Councilor Dains and carried unanimously.

E. Ordinance No. 072622C – Interim Ordinance Authorizing Studies and Imposing a Moratorium on the Sale of Cannabis Products

Butkowski explained that the legalization of edible cannabinoids by the state legislature this year created a number of questions for cities on whether they should or should not take a role in regulating the sale or location of the sale of these products such as they do alcohol and tobacco.

The League of Minnesota Cities and city attorneys throughout the state are taking a look at the new law and trying to answer the questions being posed by their city clients. Because state law has little by way of regulation of the product, it is being left up to cities. There is a strong possibility the legislature will create additional regulations, but that would not happen until the legislative session next year which leaves cities deciding what, if anything, to do now. Because of the uncertainty around the issue, the City Council can adopt an interim ordinance to prohibit the sale of the edible cannabinoids within the City for up to one year to research the issue.

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

Anna French, 1765 Eustis Street, asked the Council for clarity in the language of the ordinance.

There being nobody else interested in speaking, Mayor Gaasch closed the floor.

Councilor Moffatt made a motion to adopt Ordinance No. 22-06 adopting an Interim Ordinance Authorizing Studies and Imposing a Moratorium on the Sale of Cannabis Products through June 30, 2023. This was seconded by Councilor Pulford and carried unanimously.

F. Resolution No. 072622C - Authorizing Publication of Ordinance No. 22-06 by Title and Summary.

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Councilor Moffatt made a motion to adopt Resolution No. 072622C Authorizing Publication of Ordinance No. 22-06 by Title and Summary. This was seconded by Councilor Grove and carried unanimously.

Discussion/Action Item

A. Resolution No. 072622D – Amending the 2022 Fee Schedule

Butkowski said staff amended the fee schedule to include the types of violations staff envision enforcing through administration citations from adoption through the end of 2022. Based on how well it works, more items could be added in 2023. Staff looked for feedback on the list but especially on the fine level. Most of the fines were lower than the Roseville or Cambridge fees we looked at, but also seem to have a level of reasonableness.

After Council discussion and amendments, Councilor Moffatt made a motion to adopt Resolution No. 072622D Amending the 2022 Fee Schedule. This was seconded by Councilor Grove and carried unanimously.

B. 2023 General Fund Budget Overview

Staff continue to work on a draft of the 2023 general fund budget. The main issues to work through are inflation and staffing pressures. A few of the cost drivers for 2023 are:

- \$63,182 or 7.93% increase in policing costs
- \$14,757 or 2.8% decrease in LGA
- \$4,639 or 21.4% increase for IT services

Without factoring increasing staffing costs, fuel costs, or any increases from any of our other partners, the City has to address a \$82,578 budgetary shortfall or about double our annual general fund budget increase.

Butkowski suggested making a permanent annual contribution from the sanitary sewer fund and the storm sewer fund to cover administrative overhead. Currently, there is some cost sharing with these funds but they have never contributed to building repairs and maintenance, vehicle repairs and maintenance, legal services, and legislative time to name a few. If the transfer is permanent, the future impact is less as the enterprise funds are healthy and the expected transfers are small.

Another option proposed was to use some of the American Rescue Plan dollars to cover the shortfall since the funds were designed for that, and create a short-term solution to reach an acceptable levy increase. As these are non-recurring funds paying for recurring expenses, the levy will eventually need to be raised to cover the costs. Ideally, by next year, prices will have flattened and decisions can then be made based on the new reality.

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Additional Items

A. League of Minnesota Cities Letter Recognizing State Representative Alice Hausman
Mayor Gaasch read aloud a letter from the League of Minnesota Cities recognizing Hausman's accomplishments in the state legislature ahead of her upcoming retirement.

Set Agenda for Next Meeting

Butkowski said the August 8 council meeting might include the June financial report and the 2023 general fund budget.

Work Session

A. Community Development Update

Butkowski shared that Real Estate Equities was hosting their community pre-construction meeting on July 27.

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 Pulford moved and seconded by Councilor Dains to adjourn the meeting at 8:56 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

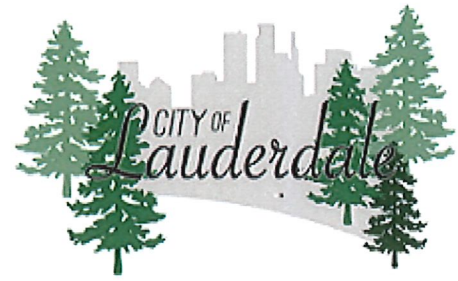
To: Mayor and City Council
From: City Administrator
Meeting Date: August 8, 2022
Subject: List of Claims

The claims totaling \$136,656.99 are provided for City Council review and approval that includes check numbers 28008 to 28024.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
 Printed: 8/5/2022 8:30 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	08/05/2022	
		PR Batch 81600.08.2022 PERA Coordinated	PR Batch 81600.08.2022 PER	1,051.31
		PR Batch 81600.08.2022 PERA Coordinated	PR Batch 81600.08.2022 PER	1,213.05
Total for this ACH Check for Vendor 43:				2,264.36
ACH	44	Minnesota Department of Revenue	08/05/2022	
		PR Batch 81600.08.2022 State Income Tax	PR Batch 81600.08.2022 Stat	703.06
Total for this ACH Check for Vendor 44:				703.06
ACH	45	ICMA Retirement Corporation	08/05/2022	
		PR Batch 81600.08.2022 Deferred Comp	PR Batch 81600.08.2022 Def	1,500.76
		PR Batch 81600.08.2022 Deferred Comp	PR Batch 81600.08.2022 Def	1,177.41
Total for this ACH Check for Vendor 45:				2,678.17
ACH	46	Internal Revenue Service	08/05/2022	
		PR Batch 81600.08.2022 Medicare Employee Pc	PR Batch 81600.08.2022 Mec	253.79
		PR Batch 81600.08.2022 Medicare Employer Po	PR Batch 81600.08.2022 Mec	253.79
		PR Batch 81600.08.2022 Federal Income Tax	PR Batch 81600.08.2022 Fed	1,694.34
		PR Batch 81600.08.2022 FICA Employer Portio	PR Batch 81600.08.2022 FIC	1,085.17
		PR Batch 81600.08.2022 FICA Employee Portio	PR Batch 81600.08.2022 FIC	1,085.17
Total for this ACH Check for Vendor 46:				4,372.26
ACH	47	Public Employees Insurance Program	08/05/2022	
		PR Batch 81600.08.2022 Dental	PR Batch 81600.08.2022 Den	80.32
		PR Batch 81600.08.2022 Health Insurance	PR Batch 81600.08.2022 Hea	2,655.66
Total for this ACH Check for Vendor 47:				2,735.98
Total for 8/5/2022:				12,753.83
28008	20	Abdo LLP	08/08/2022	
	460398	2021 Audit		822.50
	460398	2021 Audit		176.25
	460398	2021 Audit		176.25
Total for Check Number 28008:				1,175.00
28009	373	ARAMARK Uniform & Career Apparel Gr	08/08/2022	
	6290028966	July Uniforms		28.14
	6290031418	August Uniforms		27.78
Total for Check Number 28009:				55.92
28010	184	Cintas	08/08/2022	
	4126306648	July Uniforms		4.38
	4126306648	July Uniforms		4.39

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4126982139	August Uniforms		170.51
	4126982139	August Uniforms		170.50
Total for Check Number 28010:				349.78
28011	36 0231116	City of Roseville August IT Services	08/08/2022	1,802.97
Total for Check Number 28011:				1,802.97
28012	29 4238	City of St Anthony August Police Services	08/08/2022	66,856.92
Total for Check Number 28012:				66,856.92
28013	145 082022 082022	Mary Gaasch LMC Conference Lodging LMC Conference Mileage	08/08/2022	613.02 176.67
Total for Check Number 28013:				789.69
28014	61 2070532	Gopher State One Call July Locates	08/08/2022	105.10
Total for Check Number 28014:				105.10
28015	82 082022	Home Depot Day in the Park Supplies	08/08/2022	173.92
Total for Check Number 28015:				173.92
28016	31 168534 168534	Kennedy & Graven Chartered June Legal Services 1795 Eustis Street Closing	08/08/2022	1,620.50 10,366.00
Total for Check Number 28016:				11,986.50
28017	30 365385	League of Minnesota Cities 2022 Minnesota Mayors Assosiaion Conference	08/08/2022	150.00
Total for Check Number 28017:				150.00
28018	79 JUNE1230252022	Minnesota Department of Labor & Industry 2Q2022 Surcharge Report	08/08/2022	2,329.06
Total for Check Number 28018:				2,329.06
28019	12 2022-139 2022-139 2022-139 2022-157	NineNorth July Virtual Meeting Production July Webstreaming & Archiving July Virtual Meeting Charge City Council Chambers Upgrades	08/08/2022	540.00 255.41 74.75 27,697.29
Total for Check Number 28019:				28,567.45
28020	84 082022 082022 082022 082022 082022 082022	North Star Bank Cardmember Services Fast Sign - DIP Banner Star Tribune - Annual Renewal Target - DIP Supplies Fast Sign - DIP Banner July Pioneer Press Smart Sign - No Parking Sign	08/08/2022	209.40 99.00 10.98 209.40 10.00 38.92

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	082022	July Costco Fuel		244.44
	082022	July Costco Fuel		52.38
	082022	Jump City - DIP Jump House		554.87
	082022	Costco - DIP Supplies		135.14
	082022	July Costco Fuel		52.38
Total for Check Number 28020:				1,616.91
28021	286	Joe Sax	08/08/2022	
	082022	May - July 2022 Park Hill Mowing		400.00
Total for Check Number 28021:				400.00
28022	305	SBRK Finance Holdings Inc	08/08/2022	
	INV-009892	2022 Annual Maintenance		1,077.42
	INV-009892	2022 Annual Maintenance		1,077.42
	INV-009892	2022 Annual Maintenance		5,027.95
Total for Check Number 28022:				7,182.79
28023	81	St Paul Regional Water Service	08/08/2022	
	082022	1885 Fulham St		84.14
	082022	1915 Walnut St		24.17
	082022	1891 Walnut St		76.84
Total for Check Number 28023:				185.15
28024	3	US National Equipment Finance Inc	08/08/2022	
	478668833	August Copier Lease		176.00
Total for Check Number 28024:				176.00
Total for 8/8/2022:				123,903.16
Report Total (22 checks):				136,656.99


**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date August 8, 2022

ITEM NUMBER Visu-Sewer Pay Req. #2

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Visu-Sewer submitted their second pay request for the sewer lining project. The request is for a payment of \$80,735.94. Additional pay requests for sewer cleaning and televising in 2022 will occur later in the summer/fall.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council approve pay request No. 2 for the 2021 Sewer Lining Project payable to Visu-Sewer, Inc. in the amount of \$80,735.94. Staff will process the check after the payment is approved.



CITY OF LAUDERDALE
1891 WALNUT STREET
LAUDERDALE, MN 55113

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Client Project Number:
Payment Number: 1

Contract Number: 193805257
Pay Request Number: 2

Stantec Project Number	Project Description
193805257	2021 Sanitary Sewer Lining Project

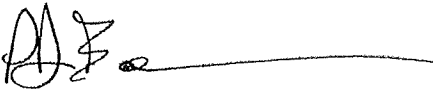
Contractor: Visu-Sewer, Inc. W230 N4855 Betker Drive Pewaukee, WI 53072	Up To Date: 07/08/2022
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Contract Amount		Funds Encumbered	
Original Contract	\$209,334.00	Original	\$209,334.00
Contract Changes	\$31,640.00	Additional	\$31,640.00
Revised Contract	\$240,974.00	Total	\$240,974.00

Work Certified To Date	
Base Bid Items	\$188,917.95
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$188,917.95

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$84,985.20	\$188,917.95	\$9,445.90	\$98,736.11	\$80,735.94	\$179,472.05
Percent: Retained: 5%			Percent Complete: 74.48%		

I hereby certify that all items and amounts shown are correct for the work completed to date.
Contractor: Visu-Sewer, Inc.

Approved by:  Date: 7/14/22
PETER J BAUMANN

The Work on this project and application has been reviewed and the amount shown is recommended for payment.
Stantec Engineer: Kellie M. Schlegel

Approved by:  Date: 7/8/2022

Approved for Payment by Owner: CITY OF LAUDERDALE

Approved by: _____ Date: _____



CITY OF LAUDERDALE
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 Client Project Number:
 Payment Number: 1

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-12-09	103,932.75	5,196.64	98,736.11
2	2022-07-08	84,985.20	4,249.26	80,735.94

Line	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1	MOBILIZATION	LS	3,500.00	1	0.5	1,750.00	1.0	3,500.00
2	TRAFFIC CONTROL	LS	2,250.00	1	0.5	1,125.00	1.0	2,250.00
3	SEWER REHABILITATION WITH CIPP, 8"	LF	24.35	5400	2292	55,810.20	5039	122,699.65
4	SANITARY SEWER PIPE CLEANING AND TELEVISIONING	LF	1.90	13000	0	0.00	12457	23,668.30
5	MOBILIZATION AND SETUP FOR SHORT LINER - CIPP	EA	2,200.00	5	0	0.00	0	0.00
6	SHORT LINER - CIPP	LF	50.00	50	0	0.00	0	0.00
7	SERVICE REINSTATEMENT	EA	150.00	110	23	3,450.00	93	13,950.00
Base Bid Totals:						\$62,135.20	\$166,067.95	

Line	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
8	SANITARY SEWER CLEANOUT STRUCTURE	LS	10,670.00	1	1	10,670.00	1	10,670
9	BITUMINOUS PAVEMENT PATCH	SY	242.00	12	40	9,680.00	40	9,680.00
10	CONCRETE DRIVEWAY PATCH	SY	165.00	8	0	0.00	0	0.00
11	RESTORATION	LS	2,500.00	1	1	2,500.00	1	2,500.00
Alternate No. 1 Totals:						\$22,850.00	\$22,850.00	



CITY OF LAUDERDALE
 1891 WALNUT STREET
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 Client Project Number:
 Payment Number: 1

CC	CC #	Line	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CO	1	12	SANITARY SEWER PIPE CLEANING AND TELEVISIONING: 8"-12"	LF	1.90	14000	0	0.00	0	0.00
CO	1	13	SANITARY SEWER PIPE CLEANING AND TELEVISIONING: 15'	LF	1050	4.80	0	0.00	0	0.00
								\$0.00		\$0.00

Contract Total	\$188,917.95
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	This Change Order provides for additional sanitary sewer cleaning and televising.	0.00	0.00

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date August 8, 2022

ITEM NUMBER 2023 Budget and Levy

STAFF INITIAL

AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is staff's first draft of the general fund budget for 2023. We don't have fiscal disparities numbers yet so nothing can be finalized. The budget is much less conservative than what we typically put together.

At the last meeting, we discussed the significant budgetary increases expected in 2023 and options for addressing them. The key numbers for the discussion are in yellow on the revenue page. In short, if the Council raised the local levy by the same percentage in 2022, the expenses gap would be \$46,850. This gap can be covered by the American Rescue Plan Funds. In subsequent years, those dollars can be addressed through transfers from the sanitary and storm sewer funds for the reasons we discussed previously.

As you review the budget, let staff know if any numbers jump out at you that we should discuss.

OPTIONS:

STAFF RECOMMENDATION:

CITY OF LAUDERDALE
GENERAL FUND REVENUES
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-00000-410-31010	CURRENT AD VALOREM TAXES	\$ 749,635	\$ 803,211	\$ 860,640
101-00000-410-31020	DELINQUENT AD VALOREM TAXES	\$ 1,281	\$ -	\$ -
101-00000-410-31400	FISCAL DISPARITIES	\$ 146,325	\$ 147,140	\$ 147,140
101-00000-410-31055	EXCESS TAX INCREMENT	\$ -	\$ -	\$ -
101-00000-410-31900	PENALTIES AND INTEREST TAXES	\$ 50	\$ -	\$ -
	TAXES	\$ 897,291	\$ 950,351	\$ 1,007,780
101-00000-410-32110	LIQUOR LICENSES	\$ 150	\$ 150	\$ 150
101-00000-410-32180	TOBACCO LICENSES	\$ 400	\$ 400	\$ 400
101-00000-410-32190	OTHER BUSINESS LICENSES	\$ 2,225	\$ 2,200	\$ 2,500
101-00000-410-32192	HVAC CONTRACTOR LICENSES (REPEALED)	\$ 1,350	\$ 1,300	\$ -
101-00000-410-32240	ANIMAL LICENSES	\$ 73	\$ 100	\$ 100
101-00000-420-32210	BUILDING PERMITS	\$ 12,514	\$ 23,000	\$ 25,000
101-00000-420-32230	PLUMBING & HEATING PERMITS	\$ 3,798	\$ 4,500	\$ 5,000
101-00000-420-32270	RENTAL HOUSING LICENSES	\$ 9,178	\$ 5,000	\$ 5,000
101-00000-430-32261	EXCAVATING PERMITS	\$ -	\$ -	\$ -
	PERMITS & LICENSES	\$ 29,687	\$ 36,650	\$ 38,150
101-00000-410-33401	LOCAL GOVERNMENT AID	\$ 524,591	\$ 524,591	\$ 509,834
101-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
101-00000-410-33423	OTHER GRANTS & AIDS	\$ -	\$ -	\$ -
	INTERGOVERNMENTAL REVENUE	\$ 524,591	\$ 524,591	\$ 509,834
101-00000-410-34101	CITY HALL RENT	\$ 1,460	\$ 1,000	\$ 1,000
101-00000-410-34103	ZONING & SUBDIVISION FEES	\$ 2,850	\$ 2,000	\$ 1,500
101-00000-410-34108	ADMINISTRATIVE FEES	\$ 381	\$ -	\$ -
101-00000-420-34104	PLAN REVIEW FEES	\$ 3,059	\$ 7,500	\$ 7,500
101-00000-410-34105	SALE OF MAPS & PUBLICATIONS	\$ -	\$ -	\$ -
101-00000-420-34202	SPECIAL FIRE PROTECTION SERVICES	\$ -	\$ -	\$ -
101-00000-420-34206	MOWING & GARBAGE CLEANUP	\$ -	\$ -	\$ -
101-00000-430-34303	SNOW REMOVAL CHARGES	\$ -	\$ -	\$ -
101-00000-450-34780	PARK SHELTER FEES	\$ -	\$ 200	\$ 200
101-00000-450-34920	MERCHANDISE SALES	\$ 162	\$ 400	\$ 400
	CHARGES FOR SERVICES	\$ 7,912	\$ 11,100	\$ 10,600

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-00000-420-35101	COURT FINES & ADMINISTRATIVE PENALTIES	\$ 22,615	\$ 25,000	\$ 27,000
101-00000-420-35200	FORFEITED & SEIZED ASSETS	\$ -	\$ -	\$ -
	FINES & FORFEITS	\$ 22,615	\$ 25,000	\$ 27,000
101-00000-410-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 843	\$ 4,000	\$ -
101-00000-410-36102	PENALTIES & INTEREST	\$ -	\$ -	\$ -
101-00000-410-36200	OTHER MISCELLEANOUS REVENUE	\$ 29,368	\$ -	\$ -
101-00000-410-36210	INTEREST ON INVESTMENTS	\$ (1,785)	\$ 4,000	\$ 6,000
101-00000-410-36215	OTHER FEES (CREDIT CARD)	\$ 3	\$ -	\$ 500
101-00000-420-36260	SURCHARGES COLLECTED	\$ 460	\$ 1,000	\$ 1,000
101-00000-410-36230	CONTRIBUTIONS & DONATIONS (NON COMM EV	\$ -	\$ -	\$ -
101-00000-450-36230	CONTRIBUTIONS & DONATIONS (COMM EVENT	\$ 305	\$ -	\$ -
	MISCELLANEOUS REVENUE	\$ 29,194	\$ 9,000	\$ 7,500
101-00000-410-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
101-00000-410-39200	TRANSFER IN	\$ -	\$ -	\$ -
	OTHER SOURCES	\$ -	\$ -	\$ -
	TOTAL GENERAL FUND REVENUE	\$ 1,511,290	\$ 1,556,692	\$ 1,600,864
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ -	\$ (46,850)
	FUND BALANCE - January 1	\$ 891,466	\$ 765,671	\$ 765,671
	FUND BALANCE - December 31	<u>\$ 765,671</u>	<u>\$ 765,671</u>	<u>\$ 718,821</u>

CITY OF LAUDERDALE
GENERAL FUND EXPENSE SUMMARY
2023

Department Number	Title	2021 Actual	2022 Adopted	2023 Proposed
41110	LEGISLATIVE	\$ 23,539	\$ 24,853	\$ 24,253
41320	CITY ADMINISTRATION	\$ 249,722	\$ 260,317	\$ 267,107
41410	ELECTIONS	\$ 17,685	\$ 25,063	\$ 19,642
41610	LEGAL	\$ 20,905	\$ 32,000	\$ 27,000
41910	PLANNING	\$ 53,190	\$ 36,763	\$ 37,436
41940	GENERAL GOVERNMENT BUILDINGS	\$ 36,447	\$ 31,000	\$ 38,200
	GENERAL GOVERNMENT	\$ 401,488	\$ 409,996	\$ 413,638
42100	PUBLIC SAFETY	\$ 861,196	\$ 893,558	\$ 950,452
42400	BUILDING INSPECTIONS	\$ 54,720	\$ 45,543	\$ 45,396
	PUBLIC SAFETY	\$ 915,915	\$ 939,101	\$ 995,848
43121	PUBLIC WORKS	\$ 91,256	\$ 85,487	\$ 102,222
43160	STREET LIGHTING	\$ 6,324	\$ 6,000	\$ 6,200
	PUBLIC WORKS	\$ 97,580	\$ 91,487	\$ 108,422
45200	PARKS & RECREATION	\$ 88,591	\$ 108,108	\$ 122,806
46500	ECONOMIC DEVELOPMENT	\$ 3,331	\$ 3,000	\$ 2,000
49200	MISCELLANEOUS UNALLOCATED EXPENSES	\$ -	\$ 5,000	\$ 5,000
49300	OTHER FINANCING USES	\$ -	\$ -	\$ -
	OTHER	\$ 91,922	\$ 116,108	\$ 129,806
TOTAL EXPENDITURES		\$ 1,506,905	\$ 1,556,692	\$ 1,647,714

CITY OF LAUDERDALE
 LEGISLATIVE
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41110-410-41030	PART TIME EMPLOYEES	\$ 16,500	\$ 16,500	\$ 16,500
101-41110-410-41220	FICA	\$ 1,023	\$ 1,023	\$ 1,023
101-41110-410-41225	MEDICARE	\$ 240	\$ 239	\$ 239
101-41110-410-41510	WORKERS COMPENSATION INSURANCE	\$ 37	\$ 41	\$ 41
	PERSONNEL	\$ 17,800	\$ 17,803	\$ 17,803
101-41110-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41110-410-42110	GENERAL SUPPLIES	\$ 119	\$ 50	\$ 50
101-41110-410-42115	MEETINGS	\$ -	\$ 200	\$ 100
101-41110-410-42410	MINOR TOOLS & EQUIPMENT	\$ -	\$ -	\$ -
	SUPPLIES	\$ 119	\$ 250	\$ 150
101-41110-410-43140	TRAINING & EDUCATION	\$ 1,083	\$ 1,000	\$ 1,200
101-41110-410-43310	TRAVEL EXPENSE	\$ 274	\$ 1,000	\$ 500
101-41110-410-43510	LEGAL NOTICES & PUBLISHING	\$ 383	\$ 500	\$ 400
101-41110-410-43610	INSURANCE & BONDS	\$ 64	\$ 200	\$ 100
101-41110-410-44330	DUES & SUBSCRIPTIONS	\$ 3,816	\$ 4,100	\$ 4,100
	OTHER SERVICES & CHARGES	\$ 5,620	\$ 6,800	\$ 6,300
101-41110-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 23,539	\$ 24,853	\$ 24,253

NOTES:

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

CITY OF LAUDERDALE
CITY ADMINISTRATION
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41320-410-41010	FULL TIME EMPLOYEES	\$ 144,475	\$ 144,296	\$ 148,625
101-41320-410-41020	OVERTIME	\$ -	\$ -	\$ -
101-41320-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-41320-410-41210	PERA	\$ 10,453	\$ 10,822	\$ 11,147
101-41320-410-41220	FICA	\$ 8,835	\$ 8,946	\$ 9,215
101-41320-410-41225	MEDICARE	\$ 2,066	\$ 2,092	\$ 2,155
101-41320-410-41250	DEFERRED COMPENSATION	\$ 1,539	\$ 2,000	\$ 1,600
101-41320-410-41310	HEALTH INSURANCE	\$ 20,551	\$ 19,000	\$ 20,500
101-41320-410-41320	DENTAL INSURANCE	\$ 410	\$ 400	\$ 400
101-41320-410-41330	LIFE INSURANCE	\$ 899	\$ 900	\$ 850
101-41320-410-41340	DISABILITY INSURANCE	\$ 691	\$ 671	\$ 551
101-41320-410-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-41320-410-41510	WORKERS COMPENSATION INSURANCE	\$ 986	\$ 1,154	\$ 1,189
	PERSONNEL	\$ 190,905	\$ 190,281	\$ 196,232
101-41320-410-42010	OFFICE SUPPLIES	\$ 481	\$ 750	\$ 450
101-41320-410-42020	COMPUTER SUPPLIES	\$ 179	\$ 100	\$ 100
101-41320-410-42030	PRINTED FORMS	\$ 2,834	\$ 3,500	\$ 3,000
101-41320-410-42110	GENERAL SUPPLIES	\$ 190	\$ 250	\$ 200
101-41320-410-42115	MEETINGS	\$ -	\$ -	\$ -
101-41320-410-42410	MINOR EQUIPMENT & TOOLS	\$ 499	\$ -	\$ -
101-41320-410-42420	MINOR COMPUTER EQUIPMENT	\$ -	\$ 1,000	\$ 1,000
	SUPPLIES	\$ 4,183	\$ 5,600	\$ 4,750
101-41320-410-43030	AUDITING & ACCOUNTING SERVICES	\$ 16,043	\$ 18,500	\$ 18,500
101-41320-410-43090	EXPERT & PROFESSIONAL SERVICES (IT)	\$ 19,081	\$ 22,836	\$ 26,275
101-41320-410-43140	TRAINING & EDUCATION	\$ -	\$ 1,000	\$ 1,000
101-41320-410-43220	POSTAGE	\$ 2,311	\$ 2,000	\$ 2,200
101-41320-410-43250	OTHER COMMUNICATIONS (WEBSITE)	\$ 2,500	\$ 2,500	\$ 2,500
101-41320-410-43310	TRAVEL EXPENSE	\$ 218	\$ 1,000	\$ 750
101-41320-410-43510	LEGAL NOTICES & PUBLISHING	\$ 918	\$ 700	\$ 1,000
101-41320-410-43610	INSURANCE & BONDS	\$ 1,590	\$ 3,000	\$ 1,600
101-41320-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41320-410-44160	RENTS & LEASES	\$ 2,493	\$ 2,900	\$ 2,700
101-41320-410-44325	BANK FEES & CHARGES	\$ 1,987	\$ 2,000	\$ 2,000
101-41320-410-44330	DUES & SUBSCRIPTIONS	\$ 6,595	\$ 7,000	\$ 6,700
101-41320-410-44370	MISCELLANEOUS CHARGES	\$ 898	\$ 1,000	\$ 900
	OTHER SERVICES & CHARGES	\$ 54,634	\$ 64,436	\$ 66,125
101-41320-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 249,722	\$ 260,317	\$ 267,107

NOTES

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

CITY OF LAUDERDALE
ELECTIONS
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41410-410-41010	FULL TIME EMPLOYEES	\$ 12,164	\$ 12,842	\$ 13,227
101-41410-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ 4,500	\$ -
101-41410-410-41210	PERA	\$ 931	\$ 963	\$ 992
101-41410-410-41220	FICA	\$ 786	\$ 796	\$ 820
101-41410-410-41225	MEDICARE	\$ 184	\$ 186	\$ 192
101-41410-410-41250	DEFERRED COMPENSATION	\$ 175	\$ 225	\$ 175
101-41410-410-41310	HEALTH INSURANCE	\$ 2,022	\$ 1,823	\$ 2,000
101-41410-410-41320	DENTAL INSURANCE	\$ 48	\$ 50	\$ 50
101-41410-410-41330	LIFE INSURANCE	\$ 55	\$ 60	\$ 50
101-41410-410-41340	DISABILITY INSURANCE	\$ 64	\$ 65	\$ 38
101-41410-410-41510	WORKERS COMPENSATION INSURANCE	\$ 88	\$ 103	\$ 98
	PERSONNEL	\$ 16,518	\$ 21,613	\$ 17,642
101-41410-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41410-410-42110	GENERAL SUPPLIES	\$ -	\$ 500	\$ -
101-41410-410-42410	MINOR EQUIPMENT & TOOLS	\$ 1,167	\$ 2,600	\$ 2,000
	SUPPLIES	\$ 1,167	\$ 3,100	\$ 2,000
101-41410-410-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ 350	\$ -
101-41410-410-44370	MISCELLANEOUS CHARGES (AB VOTING)	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ 350	\$ -
101-41410-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 17,685	\$ 25,063	\$ 19,642

CITY OF LAUDERDALE
LEGAL
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41610-410-43040	LEGAL SERVICES - CIVIL PROCESS	\$ 9,805	\$ 20,000	\$ 15,000
101-41610-410-43045	LEGAL SERVICES - PROSECUTION	\$ 11,100	\$ 12,000	\$ 12,000
	OTHER SERVICES & CHARGES	\$ 20,905	\$ 32,000	\$ 27,000
TOTAL EXPENDITURES		<u>\$ 20,905</u>	<u>\$ 32,000</u>	<u>\$ 27,000</u>

CITY OF LAUDERDALE
 PLANNING, ZONING & INSPECTIONS
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41910-410-41010	FULL TIME EMPLOYEES	\$ 16,419	\$ 17,316	\$ 17,836
101-41910-410-41210	PERA	\$ 1,257	\$ 1,299	\$ 1,338
100-41910-410-41220	FICA	\$ 1,063	\$ 1,074	\$ 1,106
101-41910-410-41225	MEDICARE	\$ 249	\$ 251	\$ 259
101-41910-410-41250	DEFERRED COMPENSATION	\$ 173	\$ 250	\$ 200
101-41910-410-41310	HEALTH INSURANCE	\$ 2,511	\$ 2,464	\$ 2,600
101-41910-410-41320	DENTAL INSURANCE	\$ 72	\$ 70	\$ 75
101-41910-410-41330	LIFE INSURANCE	\$ 129	\$ 100	\$ 125
101-41910-410-41340	DISABILITY INSURANCE	\$ 84	\$ 80	\$ 84
101-41910-410-41510	WORKERS COMPENSATION INSURANCE	\$ 119	\$ 139	\$ 143
	PERSONNEL	\$ 22,076	\$ 23,043	\$ 23,766
101-41910-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41910-410-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-41910-410-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
101-41910-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 2,572	\$ 13,000	\$ 10,000
101-41910-410-43091	ESCROW ACTIVITY	\$ 25,165	\$ -	\$ -
101-41910-410-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-41910-410-43220	POSTAGE	\$ -	\$ 200	\$ 450
101-41910-410-43610	INSURANCE & BONDS	\$ 3,158	\$ 300	\$ 3,000
101-41910-410-44330	DUES AND SUBSCRIPTIONS	\$ 219	\$ 220	\$ 220
	OTHER SERVICES & CHARGES	\$ 31,114	\$ 13,720	\$ 13,670
TOTAL EXPENDITURES		\$ 53,190	\$ 36,763	\$ 37,436

CITY OF LAUDERDALE
GENERAL GOVERNMENT BUILDINGS
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-41940-410-42110	GENERAL SUPPLIES	\$ 869	\$ 1,000	\$ 1,000
101-41940-410-42230	BUILDING REPAIR SUPPLIES	\$ 45	\$ -	\$ -
101-41940-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 915	\$ 1,000	\$ 1,000
101-41940-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 605	\$ 2,000	\$ 2,000
101-41940-410-43210	TELEPHONE & TELEGRAPH	\$ 1,465	\$ 1,500	\$ 2,000
101-41940-410-43250	OTHER COMMUNICATIONS (INTERNET)	\$ 8,683	\$ 5,500	\$ 8,500
101-41940-410-43610	INSURANCE & BONDS	\$ 10,655	\$ 9,000	\$ 10,500
101-41940-410-43810	ELECTRIC UTILITIES	\$ 2,499	\$ 2,000	\$ 2,700
101-41940-410-43820	WATER UTILITIES	\$ 52	\$ 500	\$ 500
101-41940-410-43830	GAS UTILITIES	\$ 2,532	\$ 2,000	\$ 2,500
101-41940-410-43840	REFUSE DISPOSAL	\$ 7,478	\$ 6,500	\$ 7,500
101-41940-410-43850	SEWER UTILITIES	\$ -	\$ -	\$ -
101-41940-410-44010	BUILDING MAINTENANCE	\$ 1,564	\$ 1,000	\$ 1,000
101-41940-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41940-410-44160	RENTS & LEASES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 35,533	\$ 30,000	\$ 37,200
101-41940-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 36,447	\$ 31,000	\$ 38,200

CITY OF LAUDERDALE
PUBLIC SAFETY
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-42100-420-43100	DISPATCH	\$ 12,013	\$ 9,000	\$ 6,454
101-42100-420-43110	POLICE CONTRACT	\$ 773,218	\$ 802,283	\$ 860,310
101-42100-420-44370	MISCELLANEOUS CHARGES (NYFS)	\$ 191	\$ 5,400	\$ 5,275
101-42220-420-43120	FIRE CONTRACT	\$ 75,773	\$ 76,875	\$ 78,413
101-42220-420-43125	FIRE CALLS & INSPECTIONS	\$ -	\$ -	\$ -
101-42200-420-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 861,196	\$ 893,558	\$ 950,452
101-42220-420-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 861,196	\$ 893,558	\$ 950,452

CITY OF LAUDERDALE
 BUILDING INSPECTIONS
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-42400-420-41010	FULL TIME EMPLOYEES	\$ 36,196	\$ 10,410	\$ 10,723
101-42400-420-42010	OVERTIME	\$ -	\$ -	\$ -
101-42400-420-41210	PERA	\$ 2,680	\$ 781	\$ 804
101-42400-420-41220	FICA	\$ 2,564	\$ 645	\$ 665
101-42400-420-41225	MEDICARE	\$ 600	\$ 151	\$ 155
101-42400-420-41250	DEFERRED COMPENSATION	\$ 3,182	\$ 225	\$ 100
101-42400-420-41310	HEALTH INSURANCE	\$ 2,283	\$ 1,823	\$ 2,000
101-42400-420-41320	DENTAL INSURANCE	\$ 193	\$ 50	\$ 100
101-42400-420-41330	LIFE INSURANCE	\$ 447	\$ 60	\$ 100
101-42400-420-41340	DISABILITY INSURANCE	\$ 121	\$ 65	\$ 13
101-42400-420-41510	WORKERS COMPENSATION INSURANCE	\$ 1,017	\$ 83	\$ 86
	PERSONNEL	\$ 49,282	\$ 14,293	\$ 14,746
101-42400-420-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-42400-420-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
101-42400-420-43090	EXPERT & PROFESSIONAL SERVICES	\$ 2,249	\$ 30,000	\$ 30,000
101-42400-420-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-42400-420-43220	POSTAGE	\$ 227	\$ -	\$ -
101-42400-420-43310	TRAVEL EXPENSES	\$ -	\$ -	\$ -
101-42400-420-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
101-42400-420-43610	INSURANCE & BONDS	\$ 138	\$ 250	\$ 150
101-42400-420-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
101-42400-420-44370	MISCELLANEOUS CHARGES	\$ 2,485	\$ -	\$ -
101-42400-420-44380	BUILDING PERMIT SURCHARGES	\$ 338	\$ 1,000	\$ 500
	OTHER SERVICES & CHARGES	\$ 5,437	\$ 31,250	\$ 30,650
TOTAL EXPENDITURES		\$ 54,720	\$ 45,543	\$ 45,396

CITY OF LAUDERDALE
PUBLIC WORKS
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-43121-430-41010	FULL TIME EMPLOYEES	\$ 36,667	\$ 37,225	\$ 42,056
101-43121-430-41020	OVERTIME	\$ 433	\$ -	\$ -
101-43121-430-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-43121-430-41210	PERA	\$ 2,834	\$ 2,792	\$ 3,154
101-43121-430-41220	FICA	\$ 2,828	\$ 2,308	\$ 2,607
101-43131-430-41225	MEDICARE	\$ 661	\$ 540	\$ 710
101-43121-430-41250	DEFERRED COMPENSATION	\$ 5,814	\$ 6,000	\$ 6,400
101-43121-430-41310	HEALTH INSURANCE	\$ 494	\$ 700	\$ 500
101-43121-430-41320	DENTAL INSURANCE	\$ 96	\$ 100	\$ 100
101-43121-430-41330	LIFE INSURANCE	\$ 408	\$ 460	\$ 450
101-43121-430-41340	DISABILITY INSURANCE	\$ 158	\$ 150	\$ 160
101-43121-430-41510	WORKERS COMPENSATION INSURANCE	\$ 1,729	\$ 1,712	\$ 1,935
	PERSONNEL	\$ 52,124	\$ 51,987	\$ 58,072
101-43121-430-42110	GENERAL SUPPLIES	\$ 350	\$ 500	\$ 500
101-43121-430-42120	MOTOR FUELS	\$ 2,978	\$ 3,200	\$ 3,200
101-43121-430-42130	LUBRICANTS & ADDITIVES	\$ -	\$ -	\$ -
101-43121-430-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-43121-430-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
101-43121-430-42210	VEHICLE/EQUIPMENT PARTS	\$ 1,866	\$ 300	\$ 1,000
101-43121-430-42220	TIRES	\$ -	\$ -	\$ -
101-43121-430-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
101-43121-430-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ 500
101-43121-430-42420	MINOR COMPUTER EQUIPMENT	\$ -	\$ -	\$ -
	SUPPLIES	\$ 5,194	\$ 4,000	\$ 5,200
101-43121-430-43030	ENGINEERING	\$ 1,213	\$ 2,000	\$ 2,000
101-43121-430-43090	EXPERT & PROFESSIONAL SERVICES (SNOW)	\$ 15,893	\$ 15,000	\$ 24,300
101-43121-430-43095	TREE TRIMMING AND REMOVAL	\$ 14,928	\$ 9,000	\$ 10,000
101-43121-430-43140	TRAINING & EDUCATION	\$ 35	\$ 500	\$ -
101-43121-430-43210	TELEPHONE & TELEGRAPH	\$ -	\$ -	\$ -
101-43121-430-43250	OTHER COMMUNICATION (GIS)	\$ 800	\$ -	\$ 1,000
101-43121-430-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-43121-430-43610	INSURANCE & BONDS	\$ 565	\$ 1,000	\$ 600
101-43121-430-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-43121-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 429	\$ 2,000	\$ 1,000
101-43121-430-44160	RENTS & LEASES	\$ -	\$ -	\$ -
101-43121-430-44330	DUES & SUBSCRIPTIONS	\$ 75	\$ -	\$ -
101-43121-430-44390	TAXES & LICENSES	\$ -	\$ -	\$ 50
	OTHER SERVICES & CHARGES	\$ 33,938	\$ 29,500	\$ 38,950
101-43121-430-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 91,256	\$ 85,487	\$ 102,222

CITY OF LAUDERDALE
 STREET LIGHTING
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-43160-430-43810	ELECTRIC UTILITIES	\$ 6,174	\$ 6,000	\$ 6,200
101-43160-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 150	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 6,324	\$ 6,000	\$ 6,200
TOTAL EXPENDITURES		<u>\$ 6,324</u>	<u>\$ 6,000</u>	<u>\$ 6,200</u>

CITY OF LAUDERDALE
PARKS & RECREATION
2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-45200-450-41010	FULL TIME EMPLOYEES	\$ 52,426	\$ 66,830	\$ 79,291
101-45200-450-41020	OVERTIME	\$ 520	\$ -	\$ -
101-45200-450-41040	TEMPORARY EMPLOYEES	\$ 1,560	\$ 6,000	\$ 6,000
101-45200-450-41210	PERA	\$ 3,938	\$ 5,012	\$ 5,497
101-45200-450-41220	FICA	\$ 3,776	\$ 4,515	\$ 4,916
101-45200-450-41225	MEDICARE	\$ 883	\$ 1,056	\$ 1,150
101-45200-450-41250	DEFERRED COMPENSATION	\$ 5,613	\$ 7,000	\$ 8,000
101-45200-450-41310	HEALTH INSURANCE	\$ 4,174	\$ 5,000	\$ 4,500
101-45200-450-41320	DENTAL INSURANCE	\$ 193	\$ 500	\$ 400
101-45200-450-41330	LIFE INSURANCE	\$ 371	\$ 500	\$ 500
101-45200-450-41340	DISABILITY INSURANCE	\$ 268	\$ 338	\$ 478
101-45200-450-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-45200-450-41510	WORKERS COMPENSATION INSURANCE	\$ 1,429	\$ 2,057	\$ 2,274
	PERSONNEL	\$ 75,150	\$ 98,808	\$ 113,006
101-45200-450-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-45200-450-42110	GENERAL SUPPLIES	\$ 934	\$ 500	\$ 500
101-45200-450-42115	MEETINGS	\$ -	\$ -	\$ -
101-45200-450-42120	MOTOR FUELS	\$ 108	\$ -	\$ -
101-45200-450-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-45200-450-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
101-45200-450-42220	TIRES	\$ -	\$ -	\$ -
101-45200-450-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ 500
101-45200-450-42990	MERCHANDISE FOR RESALE	\$ -	\$ 1,000	\$ -
	SUPPLIES	\$ 1,042	\$ 1,500	\$ 1,000
101-45200-450-43090	EXPERT & PROFESSIONAL SERVICES	\$ 3,325	\$ 1,000	\$ 3,000
101-45200-450-43130	COMMUNITY EVENTS	\$ 4,564	\$ 2,000	\$ 500
101-45200-450-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-45200-450-43210	TELEPHONE & TELEGRAPH	\$ -	\$ -	\$ -
101-45200-450-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-45200-450-43610	INSURANCE & BONDS	\$ 248	\$ 800	\$ 300
101-45200-450-43810	ELECTRIC UTILITIES	\$ 827	\$ 500	\$ 1,000
101-45200-450-43820	WATER UTILITIES	\$ 616	\$ 500	\$ 800
101-45200-450-43830	GAS UTILITIES	\$ 472	\$ 500	\$ 600
101-45200-450-43840	REFUSE DISPOSAL	\$ -	\$ -	\$ -
101-45200-450-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44040	VEHICLE/EQUIPMENT MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44160	RENTS & LEASES (PORTABLE RESTROOM)	\$ 1,448	\$ 1,500	\$ 1,600
101-45200-450-44382	RECREATION PROGRAMS	\$ 900	\$ 1,000	\$ 1,000
	OTHER SERVICES & CHARGES	\$ 12,399	\$ 7,800	\$ 8,800
101-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 88,591	\$ 108,108	\$ 122,806

CITY OF LAUDERDALE
 ECONOMIC DEVELOPMENT
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-46500-462-43090	CONSULTING FEES	\$ 3,331	\$ 3,000	\$ 2,000
101-46500-462-44370	MISCELLANEOUS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 3,331	\$ 3,000	\$ 2,000
TOTAL EXPENDITURES		<u>\$ 3,331</u>	<u>\$ 3,000</u>	<u>\$ 2,000</u>

CITY OF LAUDERDALE
 MISCELLANEOUS UNALLOCATED EXPENDITURES
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2022 Proposed
101-49200-410-48100	CONTINGENCY	\$ -	\$ 5,000	\$ 5,000
	OTHER SERVICES & CHARGES	\$ -	\$ 5,000	\$ 5,000
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

CITY OF LAUDERDALE
 OTHER FINANCING USES
 2023

Account Number	Account Description	2021 Actual	2022 Adopted	2023 Proposed
101-49300-410-47200	TRANSFER OUT TRANSFERS	\$ - \$ -	\$ - \$ -	\$ - \$ -
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date August 8, 2022

ITEM NUMBER Snow Plowing Contract w/FH

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Ron Batty, city attorney, drafted the agreement for snow plowing services with Falcon Heights. It is attached for your review along with the supporting documents and pricing. Falcon Heights discussed at their August 3 work session and staff will have an update at the meeting.

STAFF RECOMMENDATION:

**CONTRACT AGREEMENT
FOR SNOW REMOVAL SERVICES**

THIS AGREEMENT is made as of the _____ day of _____, 2022 by and between the city of Falcon Heights, a Minnesota municipal corporation ("Falcon Heights") and the city of Lauderdale, a Minnesota municipal corporation ("Lauderdale").

Lauderdale wishes to contract with Falcon Heights to provide snow plowing services on the public streets and places within Lauderdale. Falcon Heights wishes to provide such service for Lauderdale. Lauderdale and Falcon Heights enter into this Agreement to set out the terms and conditions of this arrangement.

1. FALCON HEIGHTS' DUTIES. Falcon Heights shall remove snow and ice from Lauderdale streets and public places, as identified in Exhibit A. Falcon Heights shall complete plowing of Lauderdale streets as specified in Exhibit B: Administrative Manual Section VII: Snow and Ice Control (hereinafter "the Services").

2. FALCON HEIGHTS' UNDERSTANDINGS.

A. Falcon Heights has the resources and ability to provide the Services.

B. The use of subcontractors to perform the Services must receive written approval from the Lauderdale City Administrator before any work is commenced. If the Lauderdale City Administrator approves the use of a subcontractor and Falcon Heights uses a subcontractor, Falcon Heights agrees to pay the subcontractor within 10 days of the receipt of payment from Lauderdale for undisputed services provided by the subcontractor and Falcon Heights agrees to pay the subcontractor interest of 1½% per month on any undisputed amount not paid to the subcontractor within said 10-day period in accordance with Minnesota Statutes 471.425, Subd. 4a.

C. Falcon Heights agrees that ordering and storage of salt used to perform the Services is its responsibility and that that no salt will be stored in Lauderdale unless authorized in advance by the Lauderdale City Administrator.

D. The Lauderdale City Administrator will notify the Falcon Heights City Administrator if any aspect of the Services performed by Falcon Heights is unsatisfactory and the parties will attempt to work out a solution to Lauderdale's satisfaction. If a satisfactory solution is not reached, Lauderdale may terminate the contract pursuant to the terms in clause 7 of this Agreement.

3. INSURANCE. Falcon Heights shall carry liability insurance in the amount of at least \$1,500,000. Lauderdale shall be named as an additional insured on Falcon Height's policy and Falcon Heights shall provide Lauderdale with a certificate of said insurance. Falcon Height shall carry Workers' Compensation Insurance as required by Minnesota Statutes, Section 176.181, Subd. 2 and further agrees to provide a certificate of said insurance to Lauderdale. A policy

issued by the League of Minnesota Cities Insurance Trust shall be deemed acceptable insurance coverage for the purposes of this Agreement so long as it provides both liability and workers' compensation coverages. The limits of liability for Lauderdale and Falcon Heights may not be added together to determine the maximum amount of liability for either party.

4. INDEMNIFICATION. Falcon Heights shall (and shall cause any subcontractor to) defend, indemnify and save harmless Lauderdale, its officers, elected officials, employees and agents from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature, including those based upon negligence or strict liability in tort, and including those brought for property damage, bodily injury or death, by reason of any act or omission by Falcon Heights, its subcontractors, agents, employees, or anyone else it controls or exercises control over, in the performance of the Services or otherwise arising out of or relating to the Falcon Height's work or performance under this Agreement. Falcon Heights understands and agrees that the obligation to indemnify Lauderdale under this Agreement is not limited to, or affected by the amount of insurance obtained and carried by Falcon Heights in connection with this Agreement. This obligation of Falcon Heights to indemnify Lauderdale shall survive termination of this Agreement. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which Lauderdale is entitled under Minnesota Statutes, Chapter 466 or otherwise.

5. INDEPENDENT CONTRACTOR. All Services provided pursuant to this Agreement shall be provided by Falcon Heights as an independent contractor and not as an employee of Lauderdale for any purpose. Any and all officers, employees, subcontractors, and agents of Falcon Heights, or any other person engaged by Falcon Heights in the performance of the Services, shall not be considered employees of Lauderdale. Any and all actions which arise as a consequence of any act or omission on the part of Falcon Heights, its officers, employees, subcontractors, or agents, or other persons engaged by Falcon Heights in the performance of Services pursuant to this Agreement shall not be the obligation or responsibility of Lauderdale. Falcon Heights, its officers, employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of Lauderdale's employees, except as otherwise stated herein.

6. TERM. The term of this Agreement shall commence on October 1, 2022 and end on April 30, 2026.

7. TERMINATION. In the event of willful failure or neglect by Falcon Heights or its employees or agents to comply with the prescribed terms and conditions contained in the Agreement, or any applicable laws, ordinances, restrictions and regulations, or if Falcon Heights fails to perform the Services under this Agreement to the satisfaction of Lauderdale, this Agreement may be terminated by Lauderdale upon delivery of 60 days written notice to Falcon Heights. Conditions that may merit termination are in Lauderdale's sole discretion. In the event of nonpayment by Lauderdale or material breach by Lauderdale, this Agreement may be terminated by Falcon Heights with 60 days written notice. Either party may terminate this Agreement without cause upon one year's written notice to the other party.

8. PAYMENT. Lauderdale agrees to pay Falcon Heights according to the compensation chart set forth in Exhibit C. Payment shall be made with such frequency as the parties may agree from time to time but no more than monthly. Lauderdale will pay all uncontested invoices in the same manner as other claims submitted to Lauderdale and in accordance with state law.

9. NOTICES. All notices required to be given by either party pursuant to this Agreement shall be in writing and sent to the other party at the following addresses:

To Falcon Heights: City of Falcon Heights
Attention: City Administrator
2077 Larpenteur Ave W
Falcon Heights, MN 55113

To Lauderdale: City of Lauderdale
Attention: City Administrator
1891 Walnut Street
Lauderdale, MN 55113

All notices shall be deemed received when delivered, if hand-delivered, or three business days after deposit with the United States Postal Service, postage prepaid. Notices by email alone are not sufficient. The addresses for notices may be changed by the parties from time to time by delivery of written notice to the other party as provided herein.

10. HEADINGS AND CAPTIONS. The headings and captions of sections and paragraphs are for purposes of convenience of reference only and shall not be used to construe the meaning of any provision contained in this Agreement.

11. VALIDITY; SEVERABILITY. The provisions of this Agreement are severable. If any provision or provisions of this Agreement shall be held to be invalid, illegal or otherwise unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired.

12. ENTIRE AGREEMENT; AMENDMENT. This Agreement and any attached exhibits constitute the entire agreement between Falcon Heights and Lauderdale and supersede any and all other written or oral agreements between the parties. This Agreement may be modified or amended only by written agreement signed by Falcon Heights and Lauderdale.

13. THIRD PARTY RIGHTS. The parties to this Agreement do not intend to confer on any third party any rights under this Agreement.

14. DATA PRACTICES. Data provided, produced or obtained under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Falcon Heights will immediately report to Lauderdale any requests from third parties for information relating to this Agreement. Falcon Heights agrees to promptly respond to inquiries from Lauderdale concerning data requests.

15. **AUDIT.** Falcon Heights must allow Lauderdale, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to Falcon Heights' books, records, documents, and accounting procedures and practices that are pertinent to all Services provided under this Agreement for a minimum of six years from the termination of this Agreement.

16. **WAIVER.** Any waiver by either party of a breach of any provision of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.

17. **NO ASSIGNMENT.** Except as expressly detailed in section 2 regarding the use of subcontractors by Falcon Heights, this Agreement may not be assigned by either party without the written consent of the other party.

18. **COMPLIANCE WITH LAWS.** Falcon Heights shall exercise due professional care to comply with applicable federal, state and local laws, rules, ordinances and regulations in effect as of the date Falcon Heights agrees to provide the applicable services.

19. **APPLICABLE LAW.** This Agreement will be governed and construed in accordance with the laws of the State of Minnesota.

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

City of Falcon Heights

By: _____
Mayor Randy Gustafson

Attest: _____
Jack Linehan, City Administrator

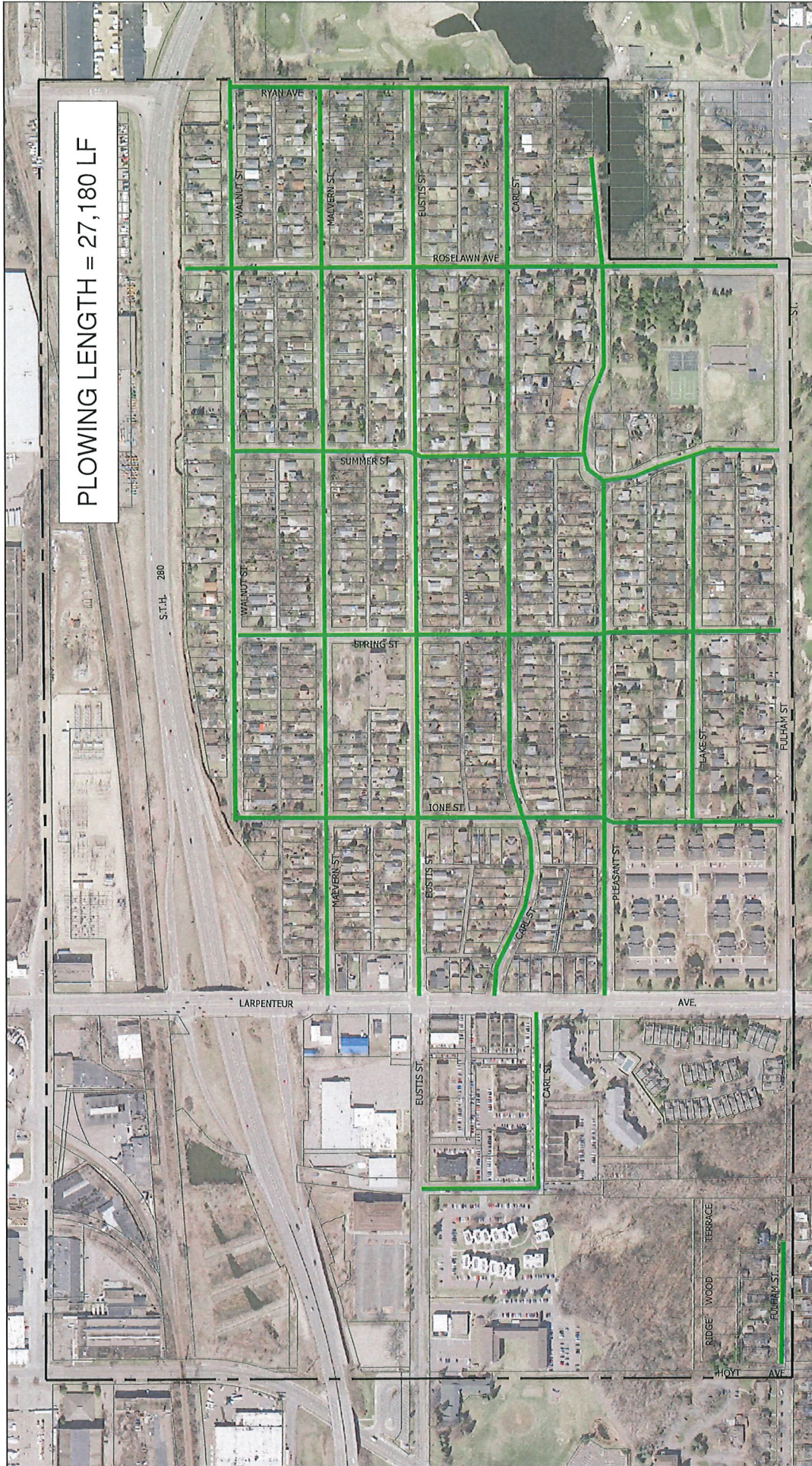
City of Lauderdale

By: _____
Mayor Mary Gaasch

Attest: _____
Heather Butkowski, City Administrator

EXHIBIT A

Map of Lauderdale Streets to be Plowed



PLOWING LENGTH = 27,180 LF

STREETS TO PLOW
 CITY OF LAUDERDALE
 PLOWING MAP



FIGURE 1

DATE 04/28/22
 PROJ. NO. 193801702

Plot Date: 04/28/2022 2:17pm
 Drawing Name: V:\193801702_CAD_Dwg\193801702_Plowing_Map_2022.dwg

EXHIBIT B

Snow and Ice Control Plan

Administrative Manual Section VII

D. GUIDELINES FOR SNOW AND ICE CONTROL

1. Introduction

The City of Falcon Heights believes that it is in the best interest of the public for the city to assume basic responsibility for control of snow and ice on city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The city will provide this in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. City crews remove snow on local streets, streets designated by contract within the City of Lauderdale, some public pathways, designated city parking lots at City Hall, Community Park and Curtiss Field, and ice rinks.

2. Commencement of Operations

The city's Public Works Director will decide when to begin snow or ice control operations on city streets. The criteria for that decision are:

- a. Accumulation of 2 inches or more, with continual snowfall, warrants commencement of plowing operations;
- b. Drifting of snow may warrant partial or full operations depending on conditions;
- c. Icing of pavements may warrant partial or full sanding operation depending on conditions;
- d. Time of snowfall in relationship to anticipated level of use of streets.

Snow and ice control operations are expensive due to personnel and equipment costs. Consequently, street snowplowing operations will not generally be conducted for snowfalls of less than 2 inches.

3. Procedures

Snow will be plowed in a manner so as to minimize any traffic obstructions. The snow shall be pushed from left to right. The discharge shall go onto the boulevard area of the right-of-way without regard for driveways or sidewalks.

It is the city's goal to have the entire street system cleared after a "typical" snowfall in approximately 5 hours. Depending on snowfall conditions, duration of the storm, equipment and personnel, cleanup operations can fluctuate.

One of the most frequent and most irritable problems in removal of snow from the public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. It is not possible to comply with special requests or conduct special maneuvers in attempt to minimize snow in driveways.

4. Priorities and Schedules

a. Street snowplowing

The city has designated Prior Ave. (off of Larpenteur Ave.) and Garden Ave. (Hamline to Snelling Aves.) as top priorities. This classification is based on need to provide access for emergency vehicle fire and medical services and for access to the elementary school. Clearing of these streets is followed by the following neighborhoods subject to weather conditions, weather forecasts, equipment, and availability of crews.

Typical routes if equipment and crews are available:

East Plow

1. Northome
2. Northeast
3. Snelling West
4. Hollywood Court

West Plow

1. University Grove
2. Falcon Woods
3. Lindig/Tatum

Lauderdale Plow

1. Carl Street
2. Etc.

b. City Hall parking lot

Clearing of snow from the city hall parking lot will be the first priority of the work week day for the Parks/Public Works staff. Evening and weekend snow removal will be done at the discretion of the Public Works Director based on scheduled meetings and facility rentals.

c. Public pathways

There are approximately 6 miles of paved public pathways for commuter and recreational pedestrian use. The city will plow all trails and sidewalks that abut city property and parks as conditions permit. Conditions that challenge the crews ability to clear snow include: 1) recurring snowfalls resulting in snow accumulation; 2) drifting; 3) limited space for snow storage and 4) availability and condition of the equipment. Pathway clearing is conducted by the

Parks/Public Works staff between 8:00 am and 4:00 pm. A map of sidewalks and trails is included as Appendix A to these guidelines.

d. Ice Skating Rinks

Ice rinks are maintained for the recreational pleasure of the community. Given the high level of community use of the rinks outside of the traditional workday and workweek, rinks are kept free of snow and open for use during these times. Removal of snow from the ice rinks will be done at the discretion of the Public Works Director. Generally, if a “weekend” snowfall should occur and cease prior to noon Sunday, an attempt will be made to clear the rinks and make them available for the weekend. Generally, if a “weekday” snowfall ceases prior to 4:00 p.m., an attempt will be made to make the rinks available for the evening. Consideration of the following factors will be given in the scheduling of ice rink snow removal: condition of pathways (passable), current weather conditions and forces (favorable for skating).

5. Use of Sand and Salt

The city limits the use of sand and salt because it can have adverse effect on the environment. Application is limited to steep grades, curves and intersections and is not intended to provide for widespread bare pavement during winter conditions. The city is not responsible for damage to grass caused by the sand/salt mixture and therefore will not make repairs or compensate residents for salt damage to turf areas in the right-of-way.

6. Property Damage

Snowplowing and ice control operations can cause property damage even under the best of circumstances and care on the part of the operators. The most common types of damage are to improvements in the right-of-way which extends about 10 to 15 feet beyond the curb. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalks and other city uses. The city will assume no liability for personal property that is stored in the right-of-way. Damage to fences, trees or other structures will be repaired or replaced by the city if they are on private property and if the damage could have been avoided. Turf that is scraped or gouged by plow equipment will be repaired by top dressing and seeding the following spring if the damage could be avoided. Residents are requested to assist by watering the areas that are repaired. The city will assume liability for mailboxes damaged during plowing, if it is determined that the plow made direct contact with a mailbox. If a mailbox is damaged due to indirect contact, including the force of snow, the city assumes no responsibility. Final cleaning adjacent to mailboxes is the responsibility of each property owner.

7. Fire Hydrants

Each of the 150 or so fire hydrants scattered throughout the city are equipped with a marker for the purpose of providing increased visibility during the winter season. In addition, the city will encourage residents to keep hydrants clear of snow. Hydrants at major intersections and covered by heavy snow from plows will be kept accessible as needed and as feasible with city crews and equipment.

8. Parking Restrictions

Providing quality snow removal on city streets requires the street to be free of vehicles or other obstacles. Vehicles left parked on the street for extended periods of time created significant operational problems for snowplow operators as well as safety problems due to packed snow and ice remaining on the roadway around the vehicle.

Parking on city streets is not allowed after a 2 inch accumulation of snow. Vehicles must remain off the streets for up to 48 hours or until a street have been plowed full-width, whichever comes first. In the instance that streets have been plowed but an additional 2 inches or more of snowfall occurs, vehicles must remain off the street (see City Code Section 46-28). Any vehicle parked in violation of the City Code is subject to a parking citation and is also declared to be a public nuisance. This nuisance may be abated by removing and towing away vehicles under the direction of the Ramsey County Sheriff's Department.

From November 15 to April 1, residents may park one passenger vehicle on the unsurfaced portion of their front yard. This provision only applies to properties with a single-width driveway. The vehicle must be parked parallel to the driveway (see City Code Section 113-310).

9. Responsibility of Property Owners

Residents and/or their contracted snow removal company must keep all snow on the private property. It is a public nuisance to shovel or plow snow into or across the streets or alleys.

Clearing of alleyways is the responsibility of property owners adjacent to the alley. The alley must be cleared within 24 hours after snowfall has ended. Residents are encouraged to manage the alley with one contractor so as to have a uniform plowing.

Some sidewalks in the city must be cleared by the adjacent property owners (see Appendix A). Public sidewalks must be cleared of snow and ice within 24 hours after a storm has ended. Failure to do so is a public nuisance. City staff will monitor the sidewalks and will leave door hangers to remind residents of the sidewalk snow removal regulations. Sidewalks that are not cleared in the appropriate timeframe may be cleared by city staff or a contracted party. The cost of abatement will be billed to the property owner (see City Code Section 22-48). In only the most extreme instances will City staff provide a courtesy plow of sidewalks that are not usually maintained by the City.

If snow removal occurs during a day of trash collection, receptacles awaiting pickup should be set back at least two feet behind the curb line, not in the street.

10. Information and Comments

Comments and complaints will be taken during normal working hours at city hall. Complaints that warrant a short term response will typically be responded to within 24 hours of receiving the complaint, whenever feasible to do so.

Policy amended by City Council on February 26, 2020

Exhibit C: Pricing

Budget	2022	2023*	2024*	2025*	2026*
<i>*Annual CPI for Minneapolis-St. Paul-Bloomington area or 2.5%, whichever is greater</i>	\$ 24,300	\$ 24,908	\$ 25,530	\$ 26,168	\$ 26,823