






















- LEGEND:**

- | | |
|---|---|
|  | SUBCATCHMENT BOUNDARY
(NORMAL DRAINAGE PATTERN BOUNDARY) |
|  | STORM WATER FLOW DIRECTION |
|  | PROPERTY LINE, SURVEYED |
|  | UNDERLYING/ADJOINING LINES |
|  | IRON PIPE MONUMENT FOUND |
|  | IRON PIPE SET |
|  | CONTOUR LINE |
|  | SPOT ELEVATION ($T = \text{TOP OF CURB}$) |
|  | CONCRETE |
|  | CONCRETE CURB |
|  | CHAIN LINK FENCE |
|  | SANITARY SEWER/MANHOLE |
|  | STORM SEWER/CATCH BASIN |
|  | UNDERGROUND ELECTRIC |
|  | UNDERGROUND TELEPHONE |
|  | GAS MAIN |
|  | WATER MAIN/VALVE MANHOLE |
|  | OVERHEAD WIRE/POWER POLE |
|  | LIGHT POLE |
|  | SOIL BORING |
|  | DECIDUOUS TREE |

GENERAL NOTES

1. PROPERTY INFORMATION
 - A. PROPERTY NAME: CHILDREN'S HOME SOCIETY
 - B. PROPERTY OWNER: CHILDREN'S HOME SOCIETY
 - C. ADDRESS: 1605 EUSTIS STREET; LAUDERDALE, MINNESOTA 56108
 - D. COUNTY: RAMSEY
 - E. TOWNSHIP/RANGE/SECTION: SECTION 29 TOWNSHIP 29 NORTH, RANGE 23 WEST
 - F. ZONING: B-1 COMMERCIAL BUSINESS
 - G. LEGAL DESCRIPTION: LOT 1, BLOCK 1, GROUP HEALTH PLAN ADJACENT, ACCORDING TO THE RECORDED PLAT THEREOF, AND SITUATED IN RAMSEY COUNTY, MINNESOTA
 - H. PARCEL AREA: LOT 1, 139,461 SQUARE FEET OR 3.2016 ACRES
2. SEE SITE PLAN, STORMWATER DISCHARGE TABLE AND SUBCATCHMENT INFORMATION TABLE FOR LOCATION AND DIMENSIONS OF EXISTING STORMWATER DRAINAGE SYSTEMS AND NATURAL DRAINAGE PATTERNS (SHOWN IN SUBCATCHMENT). DIRECTION AND RATE OF STORMWATER FLOW, AND RECEIVING PUBLIC STORMWATER SEWER SYSTEM.
3. REFER TO PRELIMINARY ENVIRONMENTAL INVESTIGATION (FEBRUARY 22, 2000) AND DRAFT LOG OF BORING SHEETS (AUGUST 31, 2000) FOR DESCRIPTION OF SITE SOILS AND DEVELOPMENT SUSTAINABILITY.
4. SEE SITE DEMOLITION PLAN (SHEET C100) AND GRADING, DRAINAGE AND EROSION CONTROL PLAN (SHEET C400) FOR VEGETATION PROPOSED FOR REMOVAL.

EXISTING SITE MAP - STORMWATER DISCHARGE TABLE				
SITE STORMWATER DISCHARGE POINT	PEAK DISCHARGE (CFS)		PER STORM EVENT	
	0.3 YEAR (1.25")	2 YEAR (2.75")	10 YEAR (4.15")	100 YEAR (5.9")
WEST PUBLIC STORMWATER SEWER INLETS	0.2	1.6	4.2	13.3
SOUTH SITE BOUNDARY	0.1	0.5	0.9	1.5

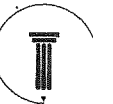
NOTES

WEST PUBLIC STORMWATER SEWER INLETS (SEE SITE PLAN THIS SHEET) RECEIVES STORMWATER FROM SUBCATCHMENTS E2, E3 (AFTER RETENTION POND ATTENUATION) AND E4.

SOUTH SITE BOUNDARY RECEIVES STORMWATER FROM SUBCATCHMENT E1 (SEE SITE PLAN THIS SHEET). STORMWATER EVENTUALLY REACHES PUBLIC STORMWATER SEWER SYSTEM DOWNSTREAM.

SUBCATCHMENT	SURFACE CONDITION (ACRES)			NOTES
	IMPERVIOUS	PERVIOUS	TOTAL	
E1	0.12	0.12	0.24	SUBCATCHMENT E1 STORMWATER IS CONVEYED SOUTH TO DOWNSTREAM PUBLIC STORMWATER SEWER SYSTEM (SEE SITE PLAN THIS SHEET).
E2	0.54	0.38	0.92	SUBCATCHMENT E2 STORMWATER IS CONVEYED TO THE TWO PUBLIC STORMWATER SEWER SYSTEM INLETS LOCATED NEAR THE WEST PROPERTY BOUNDARY (SEE SITE PLAN THIS SHEET).
E3	1.08	0.70	1.78	SUBCATCHMENT E3 STORMWATER IS CONVEYED GENERALLY TO THE RETENTION POND (OVERLAND AND THROUGH TWO CATCHES IN THE SOUTHEAST CORNER LOT NUMBER) AND THEN TO THE TWO PUBLIC STORMWATER SEWER INLETS LOCATED NEAR THE WEST PROPERTY BOUNDARY (SEE SITE PLAN THIS SHEET).
E4	--	0.26	0.26	SUBCATCHMENT E4 CONSISTS OF TWO AREAS (SEE SITE PLAN THIS SHEET). STORMWATER IS CONVEYED THROUGH A DITCH ALONG STATE HIGHWAY 280 TO THE TWO PUBLIC STORMWATER SEWER SYSTEMS INLETS LOCATED NEAR THE WEST PROPERTY BOUNDARY.
TOTAL	1.74	1.46	3.20	

Architecture
Interior Design
Planning
Construction Services



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Hamilton
Miller, PA
101 Main St. SE
Suite 325
Kennebunk, ME
05414
Telephone:
12-379-3400
Facsimile:
12-379-4400
E-mail:
www.cummingham.com

consultant

[illegible]

10/05/00

En. No.: 990138 / CEC 99184

Current Phase

Polite

By TLH

done By: CS

AC:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER LAWS OF THE STATE OF MINNESOTA.

RELS E. STARNER JR

REC. NO. 40337

Project Title
CHILDRENS
HOME SOCIETY
TE
EVELOPMENT

CHILDRENS
HOME SOCIETY
TE
EVELOPMENT

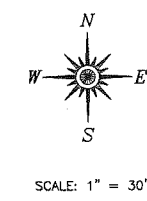
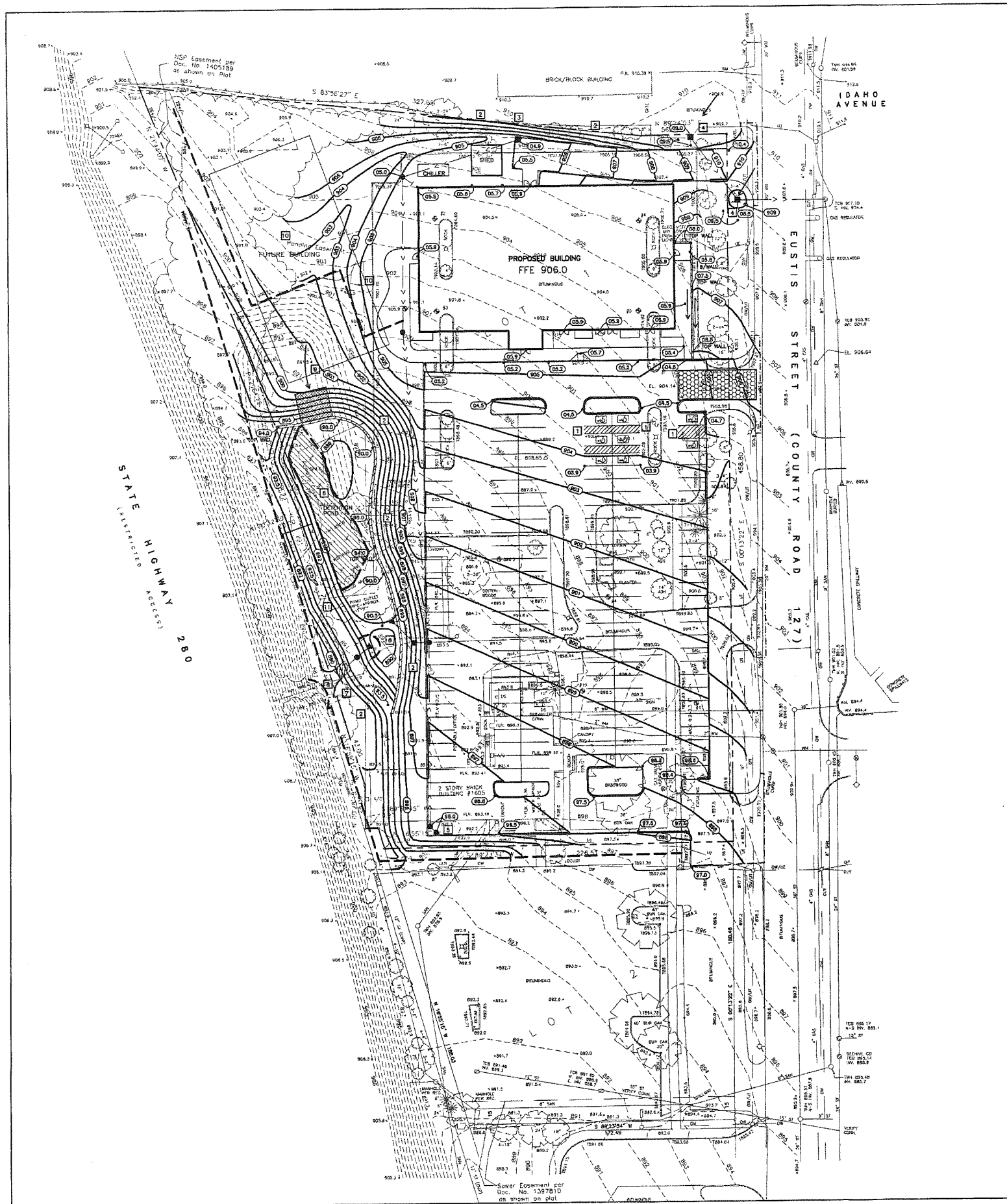
at Title

FORMWATER ANAGEMENT PLAN

EXISTING
TE
AP

Item Number

HYD 1



- LEGEND: (PROPOSED SYSTEM)**
- CATCHBASIN
 - MANHOLE/CATCHBASIN
 - FLARED END SECTION
 - VALVE
 - SPOT ELEVATION (LAST TWO DIGITS AND TENTH)
 - KEYED NOTE
 - DRAINAGE FLOW DIRECTION
 - SAW CUT (APPROXIMATE LIMITS, REMOVE ENTIRE CONCRETE PANEL THAT IS DISTURBED)
 - CONTOUR ELEVATION
 - STORM SEWER
 - SILT FENCE, SEE 7/C500
 - ROCK CONSTRUCTION ENTRANCE (50 FT. MINIMUM LENGTH), SEE 8/C500
 - RETAINING WALL
 - EXISTING WETLAND AREA PRESERVATION
 - ENKAMAT (OR APPROVED EQUAL) FABRIC SLOPE PROTECTION
 - SOIL BORING LOCATION
 - PROPERTY BOUNDARY

GENERAL NOTES:

- THE BIDDER SHALL VISIT THE SITE PRIOR TO BIDDING TO UNDERSTAND THE SCOPE OF WORK. NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR ITEMS THAT COULD HAVE BEEN IDENTIFIED BY A SITE VISIT. STUDYING THE TOPOGRAPHIC SURVEY, THOROUGHLY REVIEWING ALL PLANS AND GEOTECHNICAL REPORT AND ADDITIONAL INFORMATION REQUESTED FOR CLARIFICATION PRIOR TO BIDDING.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS PRIOR TO CONSTRUCTION.
- ALL CONSTRUCTION SHALL COMPLY WITH APPLICABLE CODES AND ORDINANCES.
- REFER TO TOPOGRAPHIC SURVEY BY CLARK ENGINEERING CORPORATION FOR BENCHMARK INFORMATION.
- USE SITE GEOMETRIC AND PAVING PLAN (SEE SHEET C200) FOR SITE LAYOUT AND OTHER SITE INFORMATION.
- PROPOSED CONTOURS AND SPOT ELEVATIONS ARE TO FINISHED GRADE.
- SPOT ELEVATIONS INDICATED AS 05.0, FOR EXAMPLE, ARE UNDERSTOOD TO MEAN 905.0.
- SPOT ELEVATIONS SHOWN ADJACENT TO CURB REFER TO GUTTER LINE (TC = TOP OF CURB).
- PRIOR TO COMMENCEMENT OF DEMOLITION AND GRADING, THE SILT FENCE, ROCK CONSTRUCTION ENTRANCES AND CATCHBASIN SEDIMENT FILTERS SHALL BE INSTALLED.
- SILT FENCE SHALL BE INSTALLED AND MAINTAINED AS SHOWN ON THE DRAWINGS. SEE 7/C500 FOR SILT FENCE INSTALLATION DETAILS.
- ROCK CONSTRUCTION ENTRANCES (SEE 8/C500) SHALL BE CONSTRUCTED AT LOCATIONS SHOWN ON THE DRAWINGS OR AS APPROVED.
- MAINTAIN AND REPAIR SILT FENCES, ROCK CONSTRUCTION ENTRANCES AND SEDIMENT FILTERS (INCLUDING SILT REMOVAL) UNTIL CONSTRUCTION IS COMPLETED AND NEW VEGETATION AND SURFACING ARE ESTABLISHED.
- MAINTAIN ADJACENT STREETS CLEAN OF DIRT AND DEBRIS ON A DAILY BASIS.
- PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING AT ALL TIMES.
- NO GRADED SLOPES SHALL EXCEED 4:1 (HORIZONTAL TO VERTICAL) UNLESS NOTED OTHERWISE.
- ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED AS SOON AS POSSIBLE. ANY AREAS THAT HAVE BEEN FINISH GRADED AND AREAS THAT HAVE BEEN DISTURBED, BUT HAVE NO ACTIVE DRAINAGE, SHALL BE SEEDING AND MULCHED WITHIN 14 DAYS. ALL MULCH MATERIAL SHALL BE DISSED INTO THE SOIL IN A DIRECTION PERPENDICULAR TO THE STORMWATER FLOW OVER SUCH AREAS. SLOPES 3:1 OR STEEPER MUST BE EITHER SEEDING AND COVERED WITH AN EROSION BLANKET PRODUCT OR MULCHED WITH A TACKIFYING AGENT RATHER THAN DISSEING THE MULCH.
- UPON COMPLETION OF THE PROJECT AND STABILIZATION OF ALL GRADED AREAS, ALL TEMPORARY EROSION CONTROL FACILITIES (SILT FENCES, HAY BALES, ETC.) SHALL BE REMOVED FROM SITE BY THE CONTRACTOR.
- PROVIDE RIPRAP AT ALL FLARED END SECTIONS OUTFALL POINTS, SEE 16/C500.

KEYED NOTES:

KEYED NOTES ARE DENOTED BY ☐ ON THE PLAN.

- NO SLOPE IN ANY DIRECTION SHALL EXCEED 2.0% IN THE HANDICAP PARKING AREA.
- GRADED SLOPES SHALL NOT EXCEED 3:1 (HORIZONTAL TO VERTICAL).
- GRADED SLOPES SHALL NOT EXCEED 2:1 (HORIZONTAL TO VERTICAL).
- GRADE TO DRAIN INTO CATCHBASIN. CONSTRUCT BERM AROUND DOWN SLOPE SIDE OF CATCHBASIN TO ELEVATIONS SHOWN ON THE DRAWINGS.
- SLOPE PARKING AREA CORNER TO DRAIN INTO CATCHBASIN (1% SLOPE MINIMUM). NO PONDING OF WATER SHALL BE ALLOWED.
- EXISTING WETLAND AREA DESIGNATED TO REMAIN SHALL BE SILT FENCED OFF AND PROTECTED FROM ALL CONSTRUCTION ACTIVITIES, EROSION, SEDIMENTATION AND EXCESSIVE STORM WATER RUNOFF.
- ENERGY DISSIPATER (EXCEPT RIPRAP) SHALL BE LOCATED WITHIN PROPERTY BOUNDARIES.
- INSTALL SILT FENCE OR EQUIVALENT EROSION CONTROL SURROUNDING STORM SEWER INLET.
- INSTALL ENKAMAT (OR APPROVED EQUAL) FABRIC SLOPE PROTECTION.
- CONTRACTOR SHALL FOLLOW CITY OF LAUDERDALE EROSION CONTROL REQUIREMENTS IN STOCKPILE AREA.
- DETENTION POND BERM TOP ELEVATION SHALL BE 893.5 FEET.

STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL (851) 454-0002 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES. (THIS SERVICE LOCATES UTILITY OWNED LINES BUT NOT PRIVATE LINES.)

THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES MUST BE DETERMINED BEFORE COMMENCING WORK.

Architecture
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Planning
Construction Services

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CLARK
ENGINEERING
CORPORATION

Consulting Engineers
and Surveyors
671 So. Pine St.
Minneapolis, MN 55414
(612) 342-8111
(612) 342-8112 Fax

Revisions		
No.	Date	Description

Date: 10/05/00

Comm. No.: 990139 / CEC 99104

Document Phase:

File Path:

Drawn By: TJE

Checked By: CS

PL/AC:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

CHARLES E. STAMMER, JR.
DATE: 10/05/00 REG. NO.: 46337

Project Title

**CHILDRENS
HOME SOCIETY
SITE
DEVELOPMENT**

Sheet Title

**GRADING,
DRAINAGE
AND EROSION
CONTROL PLAN**

**NOT FOR
CONSTRUCTION**

Sheet Number

C400

LAUDERDALE CITY COUNCIL MEETING AGENDA

TUESDAY, OCTOBER 24, 2000

CITY HALL, 7:30 P.M.

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 MEETING TO ORDER AT 7:30 P. M.

2. ROLL:

Councilmembers:

Gower _____	Christensen _____
Hawkinson _____	Gill-Gerbig _____
Mayor Dains _____	

Staff:

Adm. Rick Getschow _____

3. APPROVAL

- A. Approval of agenda
- B. Approval of the minutes of the 10/12/00 City Council Meeting
- C. Approval of claims totaling \$47,366.91

4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS NOT ON THE AGENDA

Any member of the public may speak at this time on any item NOT on the agenda. In consideration of the public attending the meeting for specific items on the agenda, 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 under Additional Items 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 Council's 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.

5. CONSENT

**6. SPECIAL ORDER OF BUSINESS/ RECOGNITIONS/ PROCLAMATIONS/
CITIZENS ADDRESSING THE 2000 STREET AND UTILITY IMPROVEMENTS**

- A. Announcement of Halloween Party, Tuesday, October 31, 2000 at City Hall
from 5:00-7:00 p.m.

7. INFORMATIONAL PRESENTATIONS

- A. 2000 Street and Utility Improvement Update *(no memorandum)*
- B. 2001 Street and Utility Improvements- Neighborhood Meeting Outline

8. 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.

9. ACTION

- A. Consideration of the Stormwater Management Plan of Children's Home Society
- B. Approval of Resolution 102400A: A Resolution Establishing Fees for the
Issuance of Certain Tax-exempt Revenue Bonds and Designating the Use of
Such Fees
- C. Approval of Resolution 102400B: A Resolution Calling for a Public Hearing and
Giving Preliminary Approval to the Proposed Issuance of Revenue Bonds Under
Minnesota State Statutes, Sections 469.152 through 469.165

10. REPORTS

11. DISCUSSION

- A. Draft Ordinance: Mayor and Council Salaries
- B. Union Contract

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

15. ADJOURNMENT

**Lauderdale City Council
Meeting Minutes
October 10, 2000**

1. The meeting was called to order at 7:30 P.M.

2. ROLL

Council present: Gill-Gerbig, Gower, Hawkinson, Christensen,
and Mayor Dains

Staff present: City Administrator Getschow

3. APPROVAL

A. Approval of Agenda. Motion by Hawkinson, second by Gill-Gerbig to approve the agenda. Roll: Yes: all. Motion carried.

B. Approval of Minutes. Motion by Christensen, second by Hawkinson to approve the minutes of the September 26, 2000 regular City Council meeting. Roll: Yes: all. Motion carried.

C. Approval of Claims totaling \$ 42,566.94. Motion by Gill-Gerbig, second by Gower to approve the claims totaling \$42,566.94. Roll: Yes: all. Motion carried.

4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS ITEMS NOT ON THE AGENDA

5. CONSENT

6. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS/
CITIZEN'S ADDRESSING THE 2000 STREET AND UTILITY
IMPROVEMENTS

7. INFORMATIONAL PRESENTATIONS

A. *2000 Street and Utility Improvement Update.* The City Administrator reported that all aspects of the project for 2000 are almost complete. The last item to be completed in the next few weeks is the walking path in the park.

B. *Housing Programs and Initiatives (Rental Licensing)- Jeremiah Anderson, City of Mounds View.* Jeremiah Anderson with the City of Mounds View's Community Development Department discussed the City's Housing Maintenance Code and the Multiple Family Dwelling Registration program with the City Council.

8. PUBLIC HEARINGS

9. ACTION

A. *Approval of Resolution 101000A: A Resolution Requesting Allocation of SCORE funding grant monies.* Motion by Gill-Gerbig, second by Hawkinson to approve Resolution 101000A: A Resolution Requesting Allocation of SCORE funding grant monies. Roll: Yes: all. Motion carried.

A break was taken at 8:40 p.m. The meeting resumed at 8:50 p.m.

B. *Policies and Fees for the City Issuance of Revenue Bonds.* The City Administrator stated that the presentation from the last meeting regarding the conduit financing request from Children's Home Society has brought forward the need to address specific policies and fees for the city issuance of tax-exempt revenue bond financing on the behalf of others. Policies were presented and discussed from the City's of Roseville, Saint Paul, and Minneapolis.

The City Council requested that the Administrator return with a resolution for approval at the next City Council meeting that adopts the application and administrative fees that are similar in the City of Roseville policy.

C. *Approval of a Computer Purchase.* The City Council discussed a replacement computer for the City Administrator after being presented with three computer quotations.

Motion by Hawkinson, second by Christensen to approve the purchase of a computer not to exceed \$1700. Roll: Yes: all. Motion carried.

10. REPORTS

11. DISCUSSION

A. Assessment Policy- Deferred Assessments. The City Administrator presented an issue that has been discussed with the City Attorney involving the special assessment of properties that have a maximum assessment of 80 feet per parcel identification number (PIN), but are later developed as separate lots not subject to the full assessment. One possible recommendation is to defer the assessment on the parcels that exceed 80 feet until such time that another lot is separately developed.

The Council discussed the issue and stated that if deferment is used at all in this case, the period for the deferment should have a short time frame (possibly five years). This issue could be discussed again at a future meeting.

B. Draft Zoning Ordinance. The City Council discussed Chapter 17 (Home Occupations) and Chapter 18 (Adult Uses) of the draft zoning ordinance with the City Administrator.

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

A. Political Lawn Signs. The City Administrator stated that City Staff has contacted the campaigns in the City to reinforce the city code provision that does not allow campaign signs to be placed in the right-of-way.

B. Refuse Collection Program. The Mayor and the City Administrator discussed the possibility of appointing a task force to discuss and formulate recommendations on the refuse collection issue. The Council supported the proposal of appointing a task force and decided that membership in the task force should be advertised in different media outlets, with the group being appointed by the Council by the end of the year.

14. SET AGENDA FOR NEXT MEETING

1. Stormwater Management Plan- Children's Home Society
2. Conduit Financing- Children's Home Society
3. Resolution approving certain bond fees
4. 2001 Improvements- Neighborhood Meeting Outline
5. Draft Zoning Ordinance
6. Purchase GIS Software
7. Union Contract

15. ADJOURNMENT

Motion by Hawkinson, second by Gill-Gerbig to adjourn at 9:50 P.M. Ayes: All.

The City of Lauderdale

Claims for Approval

10/24/00 City Council Meeting

October 13, 2000 Payroll # 6766 - 6770	\$5,089.23
October 24, 2000 Claims # 14822 - 14846	\$42,277.68
Total Claims for Approval	\$47,366.91

12 Oct 2000
Thu 10:47 AM

*Paid Register
CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
PAYROLL DATE: OCTOBER 13, 2000
COUNCIL MEETING DATE: OCTOBER 24, 2000

Check Number	Employee Number	Employee Name	Social Security Number	Pay Period	Pay Group Number	Pay Group Description	Check Amount	Check Date	Status
006766	000000011	BOWNIK, JAMES		21	01	BI-WEEKLY	847.83	13-Oct-00	Outstanding
006767	000000003	GETSCHOW, RICK		21	01	BI-WEEKLY	1,494.28	13-Oct-00	Outstanding
006768	000000030	GOYETTE, SHANNON		21	01	BI-WEEKLY	749.89	13-Oct-00	Outstanding
006769	000000002	HINRICHS, DAVID C		21	01	BI-WEEKLY	983.48	13-Oct-00	Outstanding
006770	000000005	HUGHES, JOSEPH A		21	01	BI-WEEKLY	1,013.75	13-Oct-00	Outstanding

Grand Total							5,089.23		

19 Oct 2000
Thu 4:04 PM

* Paid Check Reg
CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
OCTOBER 24, 2000
CITY COUNCIL MEETING

Page 1

Check Invoice Number Number	Name	Account Code	Comments	Transaction Amount
Check Number	14822 AT & T			
14822 1213347472 AT & T		101-41200-391	10/00 LONG DISTANCE	14.69

Totals Check Number	14822 AT & T			14.69
Check Number	14823 BIFFS, INC.			
14823 W111125 BIFFS, INC.		101-45200-427	PARK BIFFY 09/06-10/03	70.26

Totals Check Number	14823 BIFFS, INC.			70.26
Check Number	14824 CINTAS			
14824 754142525 CINTAS		601-49000-425	PUBLIC WORKS UNIFORMS	27.70
14824 754141192 CINTAS		601-49000-425	PUBLIC WORKS UNIFORMS	27.70

Totals Check Number	14824 CINTAS			55.40
Check Number	14825 CITY OF FALCON HEIGHTS			
14825 10/24/00 CITY OF FALCON HEIGHTS		101-42200-322	09/00 FALSE FIRE CALLS	179.50

Totals Check Number	14825 CITY OF FALCON HEIGHTS			179.50
Check Number	14826 GLENWOOD INGLEWOOD			
14826 91283000 GLENWOOD INGLEWOOD		101-41200-208	BOTTLED WATER: CITY HALL	52.76

Totals Check Number	14826 GLENWOOD INGLEWOOD			52.76
Check Number	14827 HUGHES & COSTELLO			
14827 10/24/00 HUGHES & COSTELLO		101-42300-305	10/00 RETAINER FEE	825.00
14827 10/24/00 HUGHES & COSTELLO		101-42300-355	10/00 PRINT & PROCESS	96.25

Totals Check Number	14827 HUGHES & COSTELLO			921.25
Check Number	14828 ICMA RETIREMENT TRUST - 457			
14828 10/24/00 ICMA RETIREMENT TRUST - 457		101-21705	10/13/00 PAYROLL	745.82

Totals Check Number	14828 ICMA RETIREMENT TRUST - 457			745.82
Check Number	14829 KENNEDY & GRAVEN			
14829 34919 KENNEDY & GRAVEN		101-41400-305	09/00 LEGAL SERVICES	110.00

19 Oct 2000
Thu 4:04 PM

* Paid Check Reg
CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
OCTOBER 24, 2000
CITY COUNCIL MEETING

Page 2

Check Invoice Number Number	Name	Account Code	Comments	Transaction Amount
Check Number	14829 KENNEDY & GRAVEN			-----
Totals Check Number	14829 KENNEDY & GRAVEN			110.00
Check Number	14830 LEAGUE OF MINNESOTA CITIES			
14830 10/24/00	LEAGUE OF MINNESOTA CITIES	101-41200-308	RICK: POLICY ADOPT CONF	60.00

Totals Check Number	14830 LEAGUE OF MINNESOTA CITIES			60.00
Check Number	14831 LILLIE SUBURBAN NEWS			
14831 10/24/00	LILLIE SUBURBAN NEWS	101-41600-309	09/00 DELIV: ROSE REVIEW	509.00

Totals Check Number	14831 LILLIE SUBURBAN NEWS			509.00
Check Number	14832 MET-COUNCIL ENVIRONMENTAL SER.			
14832 711824	MET-COUNCIL ENVIRONMENTAL SER.	601-49000-387	11/00 WASTEWATER SERVICES	10,696.00

Totals Check Number	14832 MET-COUNCIL ENVIRONMENTAL SER.			10,696.00
Check Number	14833 MN STATE TREASUER			
14833 10/24/00	MN STATE TREASUER	101-43400-443	3RD QTR '00 BLDG PERM SUR	82.28

Totals Check Number	14833 MN STATE TREASUER			82.28
Check Number	14834 NORTH STAR STATE BANK			
14834 10/24/00	NORTH STAR STATE BANK	101-41200-331	SHANNON: MILEAGE	21.57
14834 10/24/00	NORTH STAR STATE BANK	601-49000-212	GAS: SEWER JETTING	15.00
14834 10/24/00	NORTH STAR STATE BANK	601-49000-212	GAS: SEWER JETTING	18.00
14834 10/24/00	NORTH STAR STATE BANK	101-41200-331	RICK: PARKING	3.75
14834 10/24/00	NORTH STAR STATE BANK	101-41200-331	JAMES: MILEAGE	14.18
14834 10/24/00	NORTH STAR STATE BANK	101-41200-331	JAMES: MILEAGE	22.74

Totals Check Number	14834 NORTH STAR STATE BANK			95.24
Check Number	14835 NORTHDALE CONSTRUCTION, INC.			
14835 10/24/00	NORTHDALE CONSTRUCTION, INC.	410-48410-328	PAY REQ #5: '00 ST/UTIL	26,303.11

Totals Check Number	14835 NORTHDALE CONSTRUCTION, INC.			26,303.11
Check Number	14836 NORTHERN STATES POWER			

19 Oct 2000
Thu 4:04 PM

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CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
OCTOBER 24, 2000
CITY COUNCIL MEETING

Page 3

Check Invoice Number Number	Name	Account Code	Comments	Transaction Amount
Check Number	14836 NORTHERN STATES POWER			
14836 10/24/00	NORTHERN STATES POWER	601-49000-381	LIFT STATION ELECTRIC	82.45

Totals Check Number	14836 NORTHERN STATES POWER			82.45
Check Number	14837 POSTMASTER			
14837 10/24/00	POSTMASTER	101-41200-203	STAMPS FOR CITY HALL	99.00

Totals Check Number	14837 POSTMASTER			99.00
Check Number	14838 PUBLIC EMP RETIREMENT ASSSOC			
14838 10/24/00	PUBLIC EMP RETIREMENT ASSSOC	101-21704	10/13/00 PAYROLL	785.03

Totals Check Number	14838 PUBLIC EMP RETIREMENT ASSSOC			785.03
Check Number	14839 RAMSEY COUNTY			
14839 RISK000237	RAMSEY COUNTY	101-21706	10/00 EMPLOYEE BENNIES	811.16

Totals Check Number	14839 RAMSEY COUNTY			811.16
Check Number	14840 SPRINT PCS			
14840 10/24/00	SPRINT PCS	601-49000-391	CELL PHONE: PUBLIC WORKS	21.31
14840 10/24/00	SPRINT PCS	101-41200-391	CELL PHONE: CITY ADMIN	15.59

Totals Check Number	14840 SPRINT PCS			36.90
Check Number	14841 ST. PAUL PIONEER PRESS			
14841 10/24/00	ST. PAUL PIONEER PRESS	101-41200-438	PIONEER PRESS: 52 WEEKS	93.60

Totals Check Number	14841 ST. PAUL PIONEER PRESS			93.60
Check Number	14842 SUBURBAN RATE AUTHORITY			
14842 10/24/00	SUBURBAN RATE AUTHORITY	101-41100-438	2ND HALF '00 MEMB DUES	200.00

Totals Check Number	14842 SUBURBAN RATE AUTHORITY			200.00
Check Number	14843 US WEST COMMUNICATIONS			
14843 10/24/00	US WEST COMMUNICATIONS	601-49000-391	AUTODIAL: MALVERN LIFT ST	61.43

Totals Check Number	14843 US WEST COMMUNICATIONS			61.43

19 Oct 2000
Thu 4:04 PM

* Paid Check Reg
CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
OCTOBER 24, 2000
CITY COUNCIL MEETING

Check Invoice				Transaction	
Number	Number	Name	Account Code	Comments	Amount
Check Number	14844 US WEST COMMUNICATIONS				
14844	10/24/00	US WEST COMMUNICATIONS	601-49000-391	AUTODIAL: LARP AVE LIFT	61.37

Totals	Check Number	14844 US WEST COMMUNICATIONS			61.37
Check Number	14845 US WEST COMMUNICATIONS				
14845	10/24/00	US WEST COMMUNICATIONS	601-49000-391	AUTODIAL: WALNUT LIFT ST	61.43

Totals	Check Number	14845 US WEST COMMUNICATIONS			61.43
Check Number	14846 WAGERS BUSINESS SYSTEMS				
14846	979221	WAGERS BUSINESS SYSTEMS	101-41200-201	TONER FOR COPIER	90.00

Totals	Check Number	14846 WAGERS BUSINESS SYSTEMS			90.00

Grand Total					42,277.68

MEMO

Lauderdale

TO: *Honorable Mayor & City Council*
FROM: *Paul Heuer*
RE: *Lauderdale 2001 Construction Project*
FILE: *BRA File No. 532-00-110*
DATE: *October 18, 2000*



The 2001 construction project is quickly approaching. We have set up a Neighborhood Meeting for November 2, 2000 at 7:00 p.m. The agenda for this meeting is attached. It is very similar to last year's agenda, with the exception that no options or alternatives will need to be presented.

We have also attached a Citizen Problem Report that will be available at the Neighborhood Meeting. We used this last year as a tool to collect as much information from the residents as possible.

I'll be at the October 24th Council Meeting to present the attached information and to answer any questions that you may have.

LAUDERDALE 2001 STREET & UTILITY IMPR. PROJECT

Neighborhood Meeting
November 2, 2000 7:00 pm

AGENDA

1. BACKGROUND/HISTORY

2. PROPOSED IMPROVEMENTS

Streets
Alleys
Sanitary sewer
Water main
Storm sewer & drainage

3. SCHEDULE FOR 2001 PROJECT

Present Feasibility Report & Call Public Hearing	November 28, 2000
Hold Public Hearing & Order Preparation of Plans & Specifications	January 9, 2001
Approve Plans & Specifications; Authorize advertising for bids	February 13, 2001
Open Bids	March 20, 2001
Award Contract	March 27, 2001
Begin Construction	May, 2001
Substantially complete construction	November, 2001
Place final bituminous course; Hold Assessment Hearing	Summer, 2002

4. CONSTRUCTION DETAILS OF INTEREST

5. QUESTIONS

LAUDERDALE 2001 STREET & UTILITY IMPR. PROJECT

Neighborhood Meeting
November 2, 2000 7:00 pm

Citizen Problem Report

Name:

Address:

Daytime Telephone Number:

Description of existing problem:

Sketch: (please use a north arrow)

MEMOS BY JAMES

DATE: OCTOBER 24, 2000
TO: HONORABLE MAYOR AND COUNCIL
FROM: JAMES BOWNIK, ADMINISTRATIVE ANALYST
RE: STORM WATER MANAGEMENT PLAN FOR 1605 EUSTIS STREET



BACKGROUND

The Children's Home Society, located at 1605 Eustis Street, is required to submit a storm water management plan in accordance with Title 8, Chapter 4 of the Lauderdale City Code. **Attached is a copy of the storm water management application from Children's Home Society for your review, as well as a copy of the storm water management ordinance.**

The Planning Commission did not meet to discuss the storm water management plan due to the lack of a quorum. Instead, this action item was placed directly on the council agenda per Title 2-1-10-4:K of the current Zoning Ordinance. The Planning Commission received the information packet and have been invited and encouraged to attend the council meeting in order to provide input to the Council.

Paul Heuer, City Engineer, has reviewed the storm water plans and will be at the meeting to address the issue. **Attached is Paul Heuer's memo regarding the storm water management plans, as well as the current and proposed site plans and storm water management plans that were submitted.**

CITY COUNCIL ACTION REQUESTED

Approve or deny the storm water management plan, attaching any conditions deemed necessary for approval, based on Paul Heuer's recommendation.



October 11, 2000

Mr. James Bownik
Zoning Administrator
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

RE: Children's Home Society
Lauderdale, MN
Project No. C99164

Dear Mr. Bownik,

We are submitting for City Council approval, the stormwater management plan for the proposed Children's Home Society project located at 1605 Eustis Street. This project is needed to provide the Children's Home Society with the necessary building space to meet its present goals and allow for future expansion. The proposed project is consistent with the city zoning designation for the site.

In addition, we are submitting the civil drawings for the city's preliminary review prior to building permit application and presenting our preliminary remediation proposal for the existing retention pond wetland. Each of these three items are briefly discussed below.

Stormwater Management Plan

The stormwater management plan presents erosion control measures used during project construction, and stormwater runoff and water quality controls for the completed project. The plan consists of the following drawings and documents:

- Existing Site Map (sheet Hyd1),
- Site Construction Plan (sheet Hyd2),
- Final Site Conditions (sheet Hyd3),
- Site Demolition Plan (sheet C100),
- Utility Plan (sheet C300),
- Grading, Drainage and Erosion Control Plan (C400),
- Detail Sheet (sheet C500),
- Preliminary Landscape Plan,
- Preliminary environmental investigation and draft boring sheet log, and
- SCS TR20 HydroCAD modeling printouts.

The core part of the plan is the first three sheets (sheets Hyd1, Hyd2 and Hyd3) with the other drawings and documents referenced to these. Two sets of these drawings and documents are enclosed.

621 Lilac Drive North

Minneapolis, Minnesota 55422-4609

(763) 545-9196

Structural Fax: (763) 541-0056

Civil Fax: (763) 525-1666

www.clark-eng.com

Erosion Control

Erosion control for project construction is addressed in the Site Construction Plan (sheet Hyd2). The preliminary project schedule and specific erosion control measures for use during project construction are presented.

Runoff and Water Quality

A detention pond is proposed to control peak stormwater runoff, and native vegetation landscaping along with a Stormceptor are proposed to control water quality at the site. These control measures were selected due to the small site size, and the extent of the proposed and future site development. These factors limit the effective use of other methods (such as natural infiltration, flow attenuation with open vegetated swales and natural depressions, and stormwater retention facilities) to control peak runoff and water quality at the site. The control of peak stormwater runoff and water quality is discussed in more detail in the following subsections.

Peak Storm Water Runoff - The detention pond is sized for both proposed and future site developments (the future site conditions are not presented in this plan). Peak stormwater runoff from the proposed project for the 2, 10 and 100 year storm events is calculated as less than or equal to that of existing conditions. The 2, 10 and 100 year peak stormwater runoff discharges from the site are presented in the Stormwater Discharge Tables for existing conditions in the Existing Site Map (sheet Hyd1) and for proposed conditions in the Final Site Conditions (sheet Hyd3). Also presented in these two sheets are Subcatchment Information Tables showing the quantity of impervious and pervious areas for existing and proposed conditions.

As indicated in the Existing Site Map and Final Site Condition sheets, the existing and proposed sites are split up into four drainage patterns or subcatchment areas. These areas are shown on the Site Plan of both sheets. For existing conditions, the subcatchment areas are labeled E1, E2, E3 and E4. Subcatchment E1 drains overland from the south property boundary to public storm water sewer systems downstream of the property. Subcatchments E2, E3 and E4 drain to public stormwater sewer system inlets located near the west boundary of the property. Subcatchments E2 and E4 convey stormwater directly to these inlets while subcatchment E3 conveys stormwater first through the existing retention pond before reaching the inlets. For proposed conditions, the subcatchment areas are labeled P1, P2, P3 and P4. Subcatchment P1 drains overland from the south property boundary to public stormwater sewer systems downstream of the property. Subcatchment P2, P3 and P4 drain to public stormwater sewer system inlets located near the west boundary of the property. Subcatchments P2 and P4 convey stormwater directly to these inlets while subcatchment P3 conveys stormwater first through the detention pond before reaching the inlets.

Stormwater discharges for existing and proposed site conditions were modeled using the SCS TR20 method with the software package HydroCAD. For both conditions, the model used the four subcatchments, and pervious and impervious area identified in the previously mentioned sheets. Printouts for both model simulations are included.

Water Quality - The stormwater quality for the proposed site is addressed using native vegetation as the principle ground cover for the site and a Stormceptor to remove pollutants from parking areas and the rooftop.

The site grounds are planted generally with native vegetation as indicated in the Preliminary Landscape Plan. This approach will minimize nitrogen and phosphorus nutrient loadings on the site. The native plant cover requires no fertilizer, eliminating a significant source of readily available nutrients. These plants also require infrequent cutting (every one to two years) that also reduce transportable refractory nutrients in the form of grass clippings. In addition, the native plants will trap pollutants and nutrients flowing overland in stormwater. The only area on the site requiring fertilizing is along Eustis Street. The fertilizing needs are minimal and will follow the City of Lauderdale standards.

A Stormceptor is proposed to remove pollutants and nutrients from parking areas and the rooftop due to proven performance. The small size of the site and the extent of the proposed and future site development preclude the effective use of other water quality improvement methods. Only a small drainage area is available to maintain a retention pond making it very likely that the pond will dry out as the existing retention pond currently does. Likewise, the small size of the site and the extent of the planned development leaves minimal area for the use of natural infiltration.

The proposed Stormceptor is a STC 1800 having an 1800-gallon capacity. This Stormceptor model is designed to treat the first flush runoff from rainfall events, amounting to 80% to 90% of all rainfall hours and annual flow volume. The Stormceptor is expected to:

- Remove 60% to 70% of the total suspended solids (TSS) load,
- remove trash, organic loads (leaves and grass) and urban debris,
- have a long term phosphorous removal of 25%, and
- remove 70% to 90% of floatable oil and grease.

The Stormceptor will be cleaned annually thereby permanently removing pollutants and nutrients from Lauderdale.

Civil Drawings

Two sets of civil drawings for this project are enclosed. These drawings consist of the following sheets:

- Site Demolition Plan (sheet C100),
- Site Geometric and Paving Plan (sheet C200),
- Utility Plan (sheet C300),
- Grading, Drainage and Erosion Control Plan (sheet C400), and
- Details Sheet (sheet C500).

In addition, MN/DOT Standard Plate No. 5201B (two sets of five pages) is included as a reference to several of the civil drawings.

Wetland Remediation

The existing retention pond contains approximately 3,600 square feet non-sensitive wetland. The proposed detention pond will fill in approximately 1,400 square feet of this wetland. To offset this wetland loss the following is proposed:

- The remaining wetland (approximately 2,200 square feet) will be protected from erosion, sedimentation and excessive stormwater runoff during the project construction.
- The proposed detention pond is constructed to add approximately 2,600 square feet of new wetland area, bringing the total to approximately 4,800 square feet. This new wetland area is graded to match the existing elevations of the remaining wetland.
- The proposed detention pond and outlet are configured to match the existing retention pond shallow ponding and infiltration conditions. The proposed detention pond creates a temporary pool depth of 0.5 to 1.5 feet in the wetland area similar to that occurring in the existing retention pond. Stormwater passing through the detention pond will fill this pool and then slowly infiltrate out like that occurring in the existing retention pond.
- The proposed native vegetation cover and the Stormceptor are designed to prevent high levels of pollutants and nutrients from impacting the wetland area plants.

We are currently working with the regulatory authorities to address the existing wetland issues.

If you need any additional information or have questions on the stormwater management plan, civil drawings or wetland remediation, please contact me.

Sincerely,

CLARK ENGINEERING CORPORATION



Charles Starner, P.E.
Civil Project Engineer

CS/nkw
99164_1.doc
Enclosures

MEMO

Lauderdale

TO: Rick Getschow
FROM: Paul Heuer
RE: Children's Home Society
FILE: BRA File No. 532-gen
DATE: October 19, 2000



We have reviewed the submittal dated October 11, 2000 and offer the following comments regarding engineering issues.

Streets

- An attempt should be made to have the parking lot entrances line up with the entrances on the east side of Eustis Street.
- Installation of sanitary sewer and storm sewer will require crossing Eustis Street. Ramsey County should be contacted regarding traffic control and typical street sections required.

Sanitary Sewer

- The owner proposes to connect to existing City sanitary sewer on the east side of Eustis Street. The bench and invert of this manhole will need to be reconstructed.
- It is typically considered good practice to install clean outs every 100-feet to allow easy maintenance.

Water Main

- The owner proposes to connect to St. Paul Regional Water Services water main on the west side of Eustis Street.

Storm Sewer/Drainage

- Permits are required from Ramsey County, MNDOT and the Watershed District.
- The pipe discharging water into the pond should be revised to result in water having a velocity of 3 to 5 feet/second. This will act to minimize erosion in the pond.
- We understand that a drainage easement currently exists around the pond to allow for public maintenance. A number of privately constructed facilities are proposed to be placed in the easement, such as a treatment structure, a retaining wall, and an outlet structure. We recommend that the property owner be given maintenance and ownership of these facilities. We further recommend that the City retain the right to maintain these facilities, if deemed necessary.
- Please see the attached water quantity and water quality review for further comments.

Cc: Charles Starner, Clark Engineering

Date: 10-19-00

Client: City of Lauderdale

Re: Water Quantity and Quality review for the proposed Children's Home Society development

The plans used for the analysis were submitted by the Cunningham Group with engineering services by Clark Engineering. The plan set was dated 10-5-00. Also, a hydrocad model was submitted that includes pre-development and post-development modeling for the following 24-hour storms: 1.25 inches, 2.75 inches (two-year event), 4.15 inches (ten-year event), and 5.90 inches (100-year event).

The City of Lauderdale's Storm Water Management Plan and Storm Water Management Ordinance were reviewed, and the plan was checked for compliance to both documents.

MODELING COMMENTS:

The hydrocad models use a CN of 90 for impervious areas. The CN for impervious areas should be 98. The lower CN for impervious areas creates an artificially low CN for the site. The four predevelopment subdistricts have CNs of 81, 83, 83, and 72 for an average CN of 79.8, while the four postdevelopment subdistricts have CNs of 81, 72, 84, and 72 for an average of 77.25. This proposed development should have a CN of 92, which is typical of a commercial development. The chart below compares the peak discharge rates for the predevelopment, postdevelopment, and typical commercial curve numbers based on the 2, 10, and 100 year events for the entire site (3.2 acres).

	Peak Discharge Rate in cfs		
	Predevelopment CN = 79.8	Postdevelopment CN = 77.25	Typical Commercial CN = 92
2-year event (2.75 inches)	3.17	2.58	5.87
10-year event (4.15 inches)	6.64	5.87	9.74
100-year event (5.90 inches)	11.34	10.43	14.55

The hydrocad model should be revised using the typical CN of 92 and resubmitted, because of the significant increase in peak discharge. The increase in peak discharge may also require changes to the proposed outlet structure.

STORM WATER ORDINANCE

Peak Discharge Rates: The Storm Water Ordinance requires that the 2-year, 10-year, and 100-year storm peak discharge rates from the new development shall be no greater than pre-development peak discharge rates. The hydrocad model as submitted shows the 2-year storm does not comply with this standard. The 2-year peak discharge prior to development is 0.11 cfs, while the postdevelopment discharge rate is 0.71. The 10-year and 100-year peak discharges rates comply with the storm water ordinance.

Pond Surface Area: The storm water ordinance requires a pond surface area that is equal to 2% of the impervious area or 1% of the total area, whichever is greater. This site has 2.3 acres of impervious area, which requires 2,003 SF of ponding area. The area of the pond at elevation 890 is 4,000 SF. This plan complies with this requirement.

Length-to-Width Ratio: The storm water ordinance requires a 3:1 length-to-width ratio. The proposed pond has a length of 135 feet and a width of 30 feet, or a ratio of 4.5:1. The pond is not quite as wide as required, but this variance should not negatively affect the performance of the pond.

Protective Shelf: The proposed pond has the required 10:1 slope below the normal water level.

Vegetative Buffer: The storm water ordinance requires a 16.5 foot wide vegetative buffer around the pond. The plan provides adequate vegetation.

Removal of Floatable Materials: The storm water ordinance requires a skimming structure to remove floatable materials. A wooden skimming structure should be built immediately upstream of 18" pond outlet. The structure will prevent large objects (balls, pop cans, bottles) from entering MH-1 and obstructing the 5" orifice.

Forebay: the purpose of a forebay is to remove large particles prior to entering the ponding area. The proposed pond does not have a forebay, but the stormceptor is an acceptable alternative in this particular situation.

STORMCEPTOR

We recommend replacing the stormceptor with a V2B1 swirl concentrator by Royal Concrete. The V2B1 works on a similar principle as the stormceptor, but is about 15% more efficient at removing particles and floatables.

PROPOSED OUTLET STRUCTURE

As recommend above, a wooden skimming structure should be built immediately upstream of the pond outlet.

In addition, we recommend the following outlet configuration:

Pond outlet: 15' – 18" RCP at 1.0%. The upstream invert should be 890.0, and the invert at the manhole should be 889.85.

Orifice: The invert of the 5" orifice should be 889.80. Grout the area in the manhole below the 5" orifice.

Manhole outlet: 15' – 18" RCP at 1.0%. The manhole outlet invert should be 889.15, and the downstream invert should be 889.0. Provide rip rap erosion control at the pipe outlet.

The above outlet will provide energy dissipation within the manhole instead of in the existing ditch.

Finally, an attempt should be made to move the pond inlet should be moved a minimum of 100' north of the proposed location to reduce short-circuiting of the water flow.

Thanks,

Jeff McDowell

CHAPTER 4

STORM WATER MANAGEMENT

SECTION:

- 8-4- 1: Statutory Authorization
- 8-4- 2: Findings
- 8-4- 3: Purpose
- 8-4- 4: Definitions
- 8-4- 5: Scope And Effect
- 8-4- 6: Storm Water Management Plan Approval Procedures
- 8-4- 7: Plan Review Procedure
- 8-4- 8: Approval Standards
- 8-4- 9: Lawn Fertilizer Regulations
- 8-4-10: Penalty
- 8-4-11: Other Controls
- 8-4-12: Severability

8-4-1: **STATUTORY AUTHORIZATION:** This Chapter is adopted pursuant to Minnesota Statutes section 462.351. (Ord., 10-14-1997)

8-4-2: **FINDINGS:** The City hereby finds that uncontrolled and inadequately planned use of wetlands, woodlands, natural habitat areas, areas subject to soil erosion and areas containing restrictive soils adversely affects the public health, safety and general welfare by impacting water quality and contributing to other environmental problems, creating nuisances, impairing other beneficial uses of environmental resources and hindering the ability of the City to provide adequate water, sewage, flood control and other community services. In addition, extraordinary public expenditures may be required for the protection of persons and property in such areas and in areas which may be affected by unplanned land usage. (Ord., 10-14-1997)

8-4-3: **PURPOSE:** The purpose of this Chapter is to promote, preserve and enhance the natural resources within the City and protect them from adverse effects occasioned by poorly sited development of incompatible activities by regulating land disturbing or development activities that would have an adverse and potentially irreversible impact on water quality and unique and fragile environmentally sensitive land; by minimizing conflicts and encouraging compatibility between land disturbing and development activities and water quality and environmentally sensitive lands; and by requiring detailed review standards and procedures for land disturbing or development activities proposed for such areas, thereby achieving balance between urban growth and development and protection of water quality and natural areas. (Ord., 10-14-1997)

8-4-4: **DEFINITIONS:** For the purpose of this Chapter, the following terms, phrases, words and their derivatives shall have the meaning stated below. When not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directive.

APPLICANT:	Any person who wishes to obtain a building permit, zoning or subdivision approval.
CONTROL MEASURE:	A practice or combination of practices to control erosion and attendant pollution.
DETENTION FACILITY:	A permanent natural or manmade structure, including wetlands, for the temporary storage of runoff which contains a permanent pool of water.
FLOOD FRINGE:	The portion of the flood plain outside of the floodway.
FLOOD PLAIN:	The areas adjoining a watercourse or water basin that have been or may be covered by a regional flood.
FLOODWAY:	The channel of the watercourse, the bed of water basins, and those portions of the adjoining flood plains that are reasonably

	required to carry and discharge flood water and provide water storage during a regional flood.
HYDRIC SOILS:	Soils that are saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part.
HYDROPHYTIC VEGETATION:	Macrophytic plant life growing in water, soil or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content.
LAND DISTURBING OR DEVELOPMENT ACTIVITIES:	Any change of the land surface including removing vegetative cover, excavating, filling, grading, and the construction of any structure.
PERSON:	Any individual, firm, corporation, partnership, franchisee, association or government entity.
PUBLIC WATERS:	Water of the State as defined in Minnesota Statutes section 103G.005, subdivision 15.
REGIONAL FLOOD:	A flood that is representative of large floods known to have occurred generally in the State and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of a 100-year recurrence interval.
RETENTION FACILITY:	A permanent natural or manmade structure that provides for the storage of storm water runoff by means of a permanent pool of water.
SEDIMENT:	Solid matter carried by water, sewage, or other liquids.
STRUCTURE:	Anything manufactured, constructed or erected which is normally attached to or positioned on land, including portable structures, earthen structures, roads, parking lots, and paved storage areas.
WETLANDS:	Land transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by

shallow water. For purposes of this definition, wetlands must have the following three (3) attributes:

- A. Have a predominance of hydric soils;
- B. Be inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and
- C. Under normal circumstances support a prevalence of such vegetation. (Ord., 10-14-1997)

8-4-5: SCOPE AND EFFECT:

- A. Applicability: Every applicant for a building permit, subdivision approval, or a permit to allow land disturbing activities must submit a storm water management plan to the Zoning Administrator and/or the Building Inspector. No building permit, subdivision approval, or permit to allow land disturbing activities shall be issued until approval of the storm water management plan or a waiver of the approval requirement has been obtained in strict conformance with the provisions of this Chapter. The provisions of Section 8-4-9 of this Chapter apply to all land, public or private, located within the City.
- B. Exemptions: The provisions of this Chapter do not apply to:
 - 1. Any part of a subdivision if a plat for the subdivision has been approved by the City Council on or before the effective date hereof;
 - 2. Any land disturbing activity for which plans have been approved by the watershed management organization/watershed district within six (6) months prior to the effective date hereof;
 - 3. A lot for which a building permit has been approved on or before the effective date hereof;
 - 4. Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles; or
 - 5. Emergency work to protect life, limb, or property.

- C. Waiver: The City Council, upon recommendation of the Planning Commission, may waive any requirement of this Chapter upon making a finding that compliance with the requirement of this Chapter will involve an unnecessary hardship and the waiver of such requirement will not adversely affect the standards and requirements set forth in Section 8-4-6 of this Chapter. The City Council may require as a condition of the waiver, such dedication or construction, or agreement to dedicate or construct as may be necessary to adequately meet said standards and requirements. (Ord., 10-14-1997)

8-4-6: STORM WATER MANAGEMENT PLAN APPROVAL PROCEDURES:

- A. Application: A written application for storm water management plan approval, along with the proposed storm water management plan, shall be filed with the Zoning Administrator and shall include a statement indicating the grounds upon which the approval is requested, that the proposed use is permitted by right or as an exception in the underlying zoning district, and adequate evidence showing that the proposed use will conform to the standards set forth in this Chapter. Prior to applying for approval of a storm water management plan, an applicant may have the storm water management plans reviewed by the appropriate departments of the City.

Two (2) sets of clearly legible blue or black lined copies of drawings and required information shall be submitted to the Zoning Administrator and shall be accompanied by a receipt evidencing the payment of all required fees for processing and approval as set forth in subsection 8-4-7E of this Chapter, and a bond when required by subsection 8-4-7D of this Chapter, in the amount to be calculated in accordance with that subsection. Drawings shall be prepared to a scale appropriate to the site of the project and suitable for the review to be performed. At a minimum, scale shall be one inch equals one hundred feet (1" = 100').

- B. Storm Water Management Plan: At a minimum, the storm water management plan shall contain the following information:
1. Existing Site Map: A map of existing site conditions showing the site and immediately adjacent areas, including:

a. The name and address of the applicant, the section, township and range, north point, date and scale of drawing and number of sheets;

b. Location of the tract by an insert map at a scale sufficient to clearly identify the location of the property and giving such information as the names and numbers of adjoining roads, railroads, utilities, subdivisions, towns, and districts or other landmarks;

c. Existing topography with a contour interval appropriate to the topography of the land but in no case having a contour interval greater than two feet (2');

d. A delineation of all streams, rivers, public waters, and wetlands located on and immediately adjacent to the site, including depth of water, a description of all vegetation which may be found in the water, a statement of general water quality and any classification given to the water body or wetland by the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, and/or the United States Army Corps of Engineers;

e. Location and dimensions of existing storm water drainage systems and natural drainage patterns on and immediately adjacent to the site delineating in which direction and at what rate storm water is conveyed from the site, identifying the receiving stream, river, public water, or wetland, and setting forth those areas of the unaltered site where storm water collects;

f. A description of the soils of the site, including map indication of soil types of areas to be disturbed as well as a soil report containing information on the suitability of the soils for the type of development proposed and for the type of sewage disposal proposed and describing any remedial steps to be taken by the developer to render the soils suitable;

g. Vegetative cover and clearly delineating any vegetation proposed for removal; and

h. 100-year flood plains, flood figures and floodways.

2. Site Construction Plan: A site construction plan including:

a. Locations and dimensions of all proposed land disturbing activities and any phasing of those activities;

b. Locations and dimensions of all temporary soil or dirt stockpiles;

c. Locations and dimensions of all construction site erosion control measures necessary to meet the requirements of this Chapter;

d. Schedule of anticipated starting and completion date of each land disturbing activity including the installation of construction site erosion control measures needed to meet the requirements of this Chapter; and

e. Provisions for maintenance of the construction site erosion control measures during construction.

3. Plan Of Final Site Conditions: A plan of final site conditions on the same scale as the existing site map showing the site changes including:

a. Finished grading shown at contours at the same interval as provided above or as required to clearly indicate the relationship of proposed changes to existing topography and remaining features;

b. A landscape plan, drawn to an appropriate scale, including dimensions and distances and the location, type size, and description of all proposed landscape materials which will be added to the site as part of the development;

c. A drainage plan of the developed site delineating in which direction and at what rate storm water will be conveyed from the site and setting forth the areas of the site where storm water will be allowed to collect;

d. The proposed size, alignment and intended use of any structures to be erected on the site;

e. A clear delineation and tabulation of all areas which shall be paved or surfaced, including a description of the surfacing material to be used; and

f. Any other information pertinent to the particular project which in the opinion of the applicant is necessary for the review of the project. (Ord., 10-14-1997)

8-4-7: PLAN REVIEW PROCEDURE:

- A. Process: Storm water management plans meeting the requirements of Section 8-4-6 of this Chapter shall be submitted by the Zoning Administrator to the Planning Commission for review in accordance with the standards of Section 8-4-8 of this Chapter. The Commission shall recommend approval, recommend approval with conditions or recommend denial of the storm water management plan. Following the Planning Commission action, the storm water management plan shall be submitted to the City Council at its next available meeting. City Council action on the storm water management plan must be accomplished within one hundred twenty (120) days following the date the application for approval is filed with the Zoning Administrator.
- B. Duration: Approval of a plan submitted under the provisions of this Chapter shall expire one year after the date of approval unless construction has commenced in accordance with the plan. However, if prior to the expiration of the approval, the applicant makes a written request to the Zoning Administrator for an extension of time to commence construction setting forth the reasons for the requested extension, the Zoning Administrator may grant an extension of not greater than one single year. Receipt of any request for an extension shall be acknowledged by the Zoning Administrator within fifteen (15) days. The Zoning Administrator shall make a decision on the extension within thirty (30) days of the receipt. Any plan may be revised in the same manner as originally approved.
- C. Conditions: A storm water management plan may be approved subject to compliance with conditions reasonable and necessary to ensure that the requirements contained in this Chapter are met. Such conditions may, among other matters, limit the size, kind or character of the proposed development, require the construction of structures, drainage facilities, storage basins and other facilities, require replacement of vegetation, establish required monitoring procedures, stage the work over time, require alteration of the site design to ensure buffering, and require the conveyance to the City or other public entity of certain lands or interests therein.
- D. Performance Bond: Prior to approval of any storm water management plan, the applicant shall submit an agreement to construct such required physical improvements, to dedicate property or easements, or to comply with such conditions as may have been agreed to. Such agreement shall be accompanied by a bond to cover the amount of the established cost of complying with the agreement.

The agreement and bond shall guarantee completion and compliance with conditions within a specific time, which time may be extended in accordance with subsection B of this Section.

The adequacy, conditions and acceptability of any agreement and bond shall be determined by the City Council or any official of the City as may be designated by the City Council.

- E. Fees: All applications for storm water management plan approval shall be accompanied by a processing and approval fee, to be established by Council resolution. (Ord., 10-14-1997)

8-4-8: APPROVAL STANDARDS:

- A. No storm water management plan which fails to meet the standards contained in this Section shall be approved by the City Council. Necessary additional best management practices and design criteria for erosion control not included in this Chapter need to be performed in accordance with the MPCA publication "Protecting Water Quality in Urban Areas".
- B. Site Dewatering: Water pumped from the site shall be treated by temporary sedimentation basins, grit chambers, sand filters, upflow chambers, hydro-cyclones, swirl concentrators or other appropriate controls. Water may not be discharged in a manner that causes erosion or flooding of the site or receiving channels or a wetland.
- C. Waste And Material Disposal: All waste and unused building materials (including garbage debris, cleaning wastes, wastewater, toxic materials or hazardous materials) shall be properly disposed of off-site and not allowed to be carried by runoff into a receiving channel or storm sewer system.
- D. Tracking: Each site shall have graveled roads, access, drives and parking areas of sufficient width and length to prevent sediment from being tracked onto public or private roadways. Any sediment reaching a public or private road shall be removed by street cleaning (not flushing) before the end of each workday.
- E. Drain Inlet Protection: All storm drain inlets shall be protected during construction until control measures are in place with a straw bale, silt fence or equivalent barrier meeting accepted design criteria standard and specification contained in the MPCA publication "Protecting Water Quality in Urban Areas".

F. Site Erosion Control: The following criteria (subsection F1 through F4 of this Section) apply only to construction activities that result in runoff leaving the site.

1. Channelized runoff from adjacent areas passing through the site shall be diverted around disturbed areas, if practical. Otherwise, the channel shall be protected as described below. Sheetflow runoff from adjacent areas greater than ten thousand (10,000) square feet in area shall also be diverted around disturbed areas, unless shown to have resultant runoff rates of less than 0.5 feet cubed/second across the disturbed area for the one year storm. Diverted runoff shall be conveyed in a manner that will not erode the conveyance and receiving channels.

2. All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at any one time.

a. All disturbed ground left inactive for fourteen or more days shall be stabilized by seeding or sodding (only available prior to September 15) or by mulching or covering or other equivalent control measure.

b. For sites with more than ten (10) acres disturbed at one time, or if a channel originates in the disturbed area, one or more temporary or permanent sedimentation basins shall be constructed. Each sedimentation basin shall have a surface area of at least one percent (1%) of the area draining to the basin and at least three feet (3') of depth and constructed in accordance with accepted design specifications. Sediment shall be removed to maintain a depth of three feet (3'). The basin discharge rate shall also be sufficiently low as to not cause erosion along the discharge channel or the receiving water.

c. For sites with less than ten (10) acres disturbed at one time, silt fences, straw bales, or equivalent control measures shall be placed along all sideslope and downslope sides of the site. If a channel or area of concentrated runoff passes through the site, silt fences shall be placed along the channel edges to reduce sediment reaching the channel. The use of silt fences, straw bales, or equivalent control measures must include a maintenance and inspection schedule.

3. Runoff from the entire disturbed area on the site shall be controlled by either meeting subsection F2a and F2b of this Section or subsection F2a and F2c of this Section.

4. Any soil or dirt storage piles containing more than ten (10) cubic yards of material should not be located with a downslope drainage length of less than twenty five feet (25') from the toe of the pile to a roadway or drainage channel. If remaining for more than seven (7) days, they shall be stabilized by mulching, vegetative cover, tarps or other means. Erosion from piles which will be in existence for less than seven (7) days shall be controlled by placing straw bales or silt fences around the pile. In-street utility repair or construction soil or dirt storage piles located closer than twenty five feet (25') of a roadway or drainage channel must be covered with tarps or suitable alternative control, if exposed for more than seven (7) days, and the storm drain inlets must be protected with straw bales or other appropriate filtering barriers.

G. Storm Water Management Criteria For Permanent Facilities:

1. An applicant shall install or construct, on or for the proposed land disturbing or development activity, all storm water management facilities necessary to manage increased runoff so that the 2-year, 10-year and 100-year storm peak discharge rates existing before the proposed development shall not be increased and accelerated channel erosion will not occur as a result of the proposed land disturbing or development activity. An applicant may also make an in-kind or monetary contribution to the development and maintenance of community storm water management facilities designed to serve multiple land disturbing and development activities undertaken by one or more persons, including the applicant.
2. The applicant shall give consideration to reducing the need for storm water management facilities by incorporating the use of natural topography and land cover such as wetlands, ponds, natural swales and depressions as they exist before development to the degree that they can accommodate the additional flow of water without compromising the integrity or quality of the wetland or pond.
3. The following storm water management practices shall be investigated in developing a storm water management plan in the following descending order of preference:
 - a. Natural infiltration of precipitation on site;
 - b. Flow attenuation by use of open vegetated swales and natural depressions;
 - c. Storm water retention facilities; and

d. Storm water detention facilities.

4. A combination of successive practices may be used to achieve the applicable minimum control requirement specified in subsection G1 of this Section. Justification shall be provided by the applicant for the method selected.

H. Design Standards: Storm water detention facilities constructed in the City shall be designed according to the most current technology as reflected in the MPCA publication "Protecting Water Quality in Urban Areas", and shall contain, at a minimum, the following design factors:

1. A permanent pond surface area equal to two percent (2%) of the impervious area draining to the pond or one percent (1%) of the entire area draining to the pond, whichever amount is greater;

2. An average permanent pool depth of four to ten feet (4–10');

3. A permanent pool length-to-width ratio of three to one (3:1) or greater;

4. A minimum protective shelf extending ten feet (10') into the permanent pool with a slope of ten to one (10:1), beyond which slopes should not exceed three to one (3:1);

5. A protective buffer strip of vegetation surrounding the permanent pool at a minimum width of one rod (16.5 feet);

6. All storm water detention facilities shall have a device to keep oil, grease, and other floatable material from moving downstream as a result of normal operations;

7. Storm water detention facilities for new development must be sufficient to limit peak flows in each subwatershed to those that exist before the development for the 10-year storm event. All calculations and hydrologic models/information used in determining peak flows shall be submitted along with the storm water management plan;

8. All storm water detention facilities must have a forebay to remove coarse-grained particles prior to discharge into a watercourse or storage basin.

I. Wetlands:

1. Runoff shall not be discharged directly into wetlands without presettlement of the runoff.

2. A protective buffer of natural vegetation at least one rod (16.5 feet) in width shall surround all wetlands.

3. Wetlands must not be drained or filled, wholly or partially, unless replaced by restoring or creating wetland areas of at least equal public value. Replacement must be guided by the following principles in descending order or priority:

a. Avoiding the direct or indirect impact of the activity that may destroy or diminish the wetland;

b. Minimizing the impact by limiting the degree or magnitude of the wetland activity and its implementation;

c. Rectifying the impact by repairing, rehabilitating, or restoring the affected wetland environment;

d. Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the activity; and

e. Compensating for the impact by replacing or providing substitute wetland resources or environments.

4. Redevelopment along the south end of Walsh Lake (DNR waterbody 214W) shall be done following MN DNR standards for "Management of Shorelines".

J. Steep Slopes: No land disturbing or development activities shall be allowed on slopes of eighteen percent (18%) or more.

K. Catch Basins: A number of newly installed and rehabilitated catch basins shall be provided at key locations with a sump area for the collection of coarse-grained material. Such basins shall be cleaned at least once a year or more often if so determined by the City's periodic inspections.

L. Drain Leaders: All newly constructed and reconstructed buildings will route drain leaders to pervious areas wherein the runoff can be allowed to infiltrate. The flow rate of water exiting the leaders shall be controlled so no erosion occurs in the pervious areas.

- M. Sump Pumps: Under no circumstances will permanent or temporary sump pumps be allowed to be connected to the sanitary sewer system. Discharge from sump pumps shall be done to low and pervious areas where the runoff can be allowed to accumulate and infiltrate without flooding, eroding or jeopardizing adjacent property.
- N. Inspection And Maintenance: All storm water management facilities shall be designed to minimize the need of maintenance, to provide access for maintenance purposes and to be structurally sound. All storm water management facilities shall follow the operation and maintenance requirements presented in Lauderdale's SWMP to ensure continued effective removal of pollutants carried in storm water runoff. The Director of Public Works, or designated representative, shall inspect all storm water management facilities during construction, during the first year of operation, and at least once every two (2) years thereafter. The inspection records will be kept on file at the Public Works Department for a period of six (6) years. It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the storm water management facilities for inspection and maintenance purposes.
- O. Models/Methodologies/Computations: Hydrologic models and design methodologies used for the determination of runoff and analysis of storm water management structures shall be approved by the Public Works Coordinator. Plans, specifications and computations for storm water management facilities submitted for review shall be sealed and signed by a registered professional engineer. All computations shall appear on the plans submitted for review, unless otherwise approved by the Public Works Coordinator.
- P. Watershed Management Plans/Groundwater Management Plans: Storm water management plans shall be consistent with adopted watershed management plans and ground water management plans prepared in accordance with Minnesota Statutes sections 103B.231 and 103B.255 respectively, and as approved by the Minnesota Board of Water and Soil Resources in accordance with State law.
- Q. Easements: If a storm water management plan involves direction of some or all runoff off of the site, it shall be the responsibility of the applicant to obtain from adjacent property owners any necessary easements or other property interests concerning flowage of water. (Ord., 10-14-1997)

8-4-9: LAWN FERTILIZER REGULATIONS:

- A. Use Of Impervious Surfaces: No person shall apply fertilizer to or deposit clippings, leaves, or other vegetative materials on impervious surfaces, or within storm water drainage systems, natural drainageways, or within wetland buffer areas.
- B. Unimproved Land Areas: Except for driveways, sidewalks, patios, areas occupied by structures or areas which have been improved by landscaping, all areas shall be covered by plants or vegetative growth.
- C. Fertilizer Content: Except for the first growing season for newly established turf areas, no person shall apply liquid fertilizer which contains more than one-half percent (0.5%) by weight of phosphorus, or granular fertilizer which contains more than three percent (3%) by weight of phosphorus, unless the single application is less than or equal to one-tenth ($\frac{1}{10}$) pound of phosphorus per one thousand (1,000) square feet. Annual application amount shall not exceed one-half ($\frac{1}{2}$) pound of phosphorus per one thousand (1,000) square feet of lawn area. The use of phosphorus-free fertilizer is strongly recommended.
- D. Buffer Zone: Fertilizer application shall not be made within one rod (16.5 feet) of any wetland or water resource. (Ord., 10-14-1997)

8-4-10: PENALTY: Any person, firm, or corporation violating any provision of this Chapter shall be fined not less than five dollars (\$5.00) nor more than five hundred dollars (\$500.00) for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord., 10-14-1997)

8-4-11: OTHER CONTROLS: In the event of any conflict between the provisions of this Chapter and the provisions of an erosion control or shoreland protection ordinance adopted by the City Council the more restrictive standard prevails. (Ord., 10-14-1997)

8-4-12: SEVERABILITY: The provisions of this Chapter are severable. If any provision of this Chapter or the application thereof to any person or circumstance is held invalid, such invalidity shall

not affect other provisions or application of this Chapter which can be given effect without the invalid provision or application. (Ord., 10-14-1997)

City Council Memorandum

To:	Mayor and City Council
From:	Rick Getschow
Council Meeting Date:	October 24, 2000
Agenda Item:	Resolution 102400A: A Resolution Establishing Fees for the Issuance of Certain Tax-Exempt Revenue Bonds

BACKGROUND:

As was mentioned in memorandum from September 26, 2000 and October 10, 2000 regarding the conduit financing request from Children's Home Society, the City needs to address specific policies and fees for the city issuance of tax-exempt revenue bond financing on the behalf of others.

At the last meeting, the Council requested that we adopt a policy similar to the City of Roseville after discussion and comparison of other area policies. Enclosed in the packet is a resolution for approval modeled on the City of Roseville's policy for issuing certain tax-exempt revenue bonds. The one difference is the use of the \$5,000 application fee for Lauderdale, as opposed to the \$10,000 application fee listed for Roseville. It is doubtful that the application fees would not cover preliminary costs at the \$5000 amount, and if the costs do exceed that amount, the City retains the right to bill any excess.

This resolution has been reviewed and approved by our bond attorney, Jim O'Meara of Briggs and Morgan.

ENCLOSURES:

1. Resolution 102400A: A Resolution Establishing Fees for the Issuance of Certain Tax-Exempt Revenue Bonds and Designating the Use of such Fees
2. City of Roseville- Application and Fees for Tax-exempt Revenue Bond Financing

COUNCIL ACTION REQUESTED:

Approval of Resolution 102400A: A Resolution Establishing Fees for the Issuance of Certain Tax-Exempt Revenue Bonds and Designating the Use of such Fees

RESOLUTION NO. 102400A

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**A RESOLUTION ESTABLISHING FEES FOR THE ISSUANCE OF
CERTAIN TAX-EXEMPT REVENUE BONDS AND DESIGNATING THE
USE OF SUCH FEES**

WHEREAS, the City of Lauderdale is involved in making available the issuance of tax-exempt revenue bonds on behalf of others; and

WHEREAS, the application fees and issuance or administrative fees must be set forth by the City Council for tax-exempt revenue bonds issued by the City to finance projects under Minnesota State Statutes Chapter 469 or other applicable law; and

WHEREAS, before any city consideration can be given for the issuance revenue bonds under Chapter 469 or other applicable law, a \$5,000 cash deposit shall be deposited with the City to be used for administrative and consulting costs, including legal review. These costs are payable whether or not the bonds are issued. Any balance of such deposit will be refunded after all costs are paid. Any additional costs of the City are also billable; and

WHEREAS, in consideration of the City's making such tax-exempt financing available, the applicant shall pay to the City an issuance or administrative fee of \$10,000 or 1% of the amount financed, whichever is greater, at the time of bond closing; and

NOW, THEREFORE, BE IT RESOLVED THAT the City of Lauderdale hereby establishes the above application and administrative fees for the City issuance of tax-exempt revenue bonds issued under Minnesota State Statutes.

Dated this the 24th day of October, 2000.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

CITY OF ROSEVILLEAPPLICATION FOR TAX-EXEMPT MORTGAGE REVENUE FINANCING1. INTRODUCTION

The City reserves the right to employ legal, accounting, appraisals, financial, engineering, architectural, and other consultants to review the proposed project and its financing. The cost of such consultants, together with the City's administrative expense, shall be paid by the applicant, whether or not the City agrees to finance the a project or whether or not the project is constructed.

The applicant, the purchaser of notes, and, if underwriters are involved in the issuance and sale of bonds, shall hold harmless the City, its officers, employees, consultants and agents for any alleged or actual violation of any securities laws, state or federal, in connection with the issuance of bonds or notes for the project. The City may require a bond or appropriate insurance to assure this "hold harmless" provision.

Before any City consideration can be given, proposals investigated, or staff and advisor's time expended, a \$10,000 cash deposit shall be deposited with the City to be used for administrative and consulting costs, any balance of such deposit will be refunded after all costs are paid. Any additional costs of the City are billable.

In consideration of the City's making such tax exempt financing available and to assist the City further in defraying its present and future administrative expenses, the applicant shall, subject to applicable federal arbitrage regulations, pay to the City the sum of \$10,000 or 1% of the amount financed, whichever is greater, which shall be used by the City for any other expenses in connection with the project, or for any other City purpose. To the extent permitted by law, the City will allow the applicant to use this cost as a project cost for financing purposes.

The undersigned applicant understands the approval or disapproval by the City of Roseville for bond financing does not expressly or impliedly constitute any approval, variance, or waiver of any provision or requirement relating to any zoning, building, or other rule or ordinance of the City of Roseville, or any other law applicable to the property included in this project.

City Council Memorandum

To:	Mayor and City Council
From:	Rick Getschow
Council Meeting Date:	October 24, 2000
Agenda Item:	Resolution 102400B: Preliminary Bond Approval for Children's Home Society

BACKGROUND:

Included in the packet is the resolution giving preliminary approval to the proposed issuance of revenue bonds by the Children's Home Society.

As you may remember from the September 26, 2000 meeting, the process for issuance begins with the passage of the enclosed resolution giving preliminary approval for the issuance of the bonds. Following the passage of this resolution, several other steps are needed to secure the financing. This usually includes the holding of a public hearing and the approval of a: (1) memorandum of agreement, (2) a resolution to sell the bonds, (3) pledge agreement, (4) loan and bond purchase agreement, and (5) a combination mortgage, security, and fixture financing statement.

The enclosed resolution was approved by the City's bond attorney following his suggestions and revisions.

ENCLOSURES:

1. Resolution 102400B: A Resolution Calling for a Public Hearing and Giving Preliminary Approval to the Proposed Issuance of Revenue Bonds Under Minnesota State Statutes, Sections 469.152 through 469.165

COUNCIL ACTION REQUESTED:

Approve Resolution 102400B: A Resolution Calling for a Public Hearing and Giving Preliminary Approval to the Proposed Issuance of Revenue Bonds Under Minnesota State Statutes, Sections 469.152 through 469.165.

RESOLUTION NO. 102400B

**RESOLUTION CALLING FOR A PUBLIC HEARING AND
GIVING PRELIMINARY APPROVAL TO THE PROPOSED
ISSUANCE OF REVENUE BONDS UNDER MINNESOTA
STATUTES, SECTIONS 469.152 THROUGH 469.165**

WHEREAS, the City of Lauderdale, Minnesota (the "City") is duly organized and existing under the Constitution and laws of the State of Minnesota.

WHEREAS, under the Minnesota Municipal Industrial Development Act, Minnesota Statutes, Sections 469.152-469.165, as amended (the "Act"), each home rule charter or statutory city of the State of Minnesota, including the City of Lauderdale, Minnesota (the "City"), is authorized to issue revenue bonds to finance, in whole or in part, the costs of the acquisition, construction, improvement, or extension of a revenue producing enterprise, whether or not operated for profit; and

WHEREAS, Children's Home Society of Minnesota, a Minnesota nonprofit corporation (the "Corporation"), has indicated to the City that it was established in 1889, is the largest statewide, nonprofit, nonsectarian provider of services for children and families in Minnesota (including child abuse and neglect prevention services, child care services, and adoption services), is headquartered in the City, and must expand its office and administration facilities in the City; and

WHEREAS, the Corporation has requested that the City issue one or more series of revenue bonds (the "Bonds") and loan the proceeds derived from the sale of the Bonds to the Corporation, pursuant to the terms of a Loan Agreement between the City and the Corporation (the "Loan Agreement") to finance costs related to the acquisition, construction, and equipping of an approximately 42,000 square foot office and administration building located at 1605 Eustis Street in the City (the "Project"); and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder, requires that prior to the issuance of the Bonds, this Council approve the Bonds after conducting a public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED THAT:

Public Hearing.

At a meeting beginning at approximately 7:30 p.m. on Tuesday, November 14, 2000, the City Council will conduct a public hearing on the issuance of the Bonds as requested by the Corporation.

It shall be the Corporation's responsibility to publish notice of the hearing in substantially the form attached hereto as Exhibit A in the official newspaper and in a newspaper of general circulation in the City once, at least fifteen days prior to the date of the public hearing.

Preliminary Approval.

1. The City hereby grants preliminary approval for the issuance of the Bonds for the purposes referenced in this resolution and in an aggregate principal amount not to exceed \$7,000,000, subject to the approval of the Project by the Minnesota Department of Trade and Economic Development ("DTED"), as required by the Act, and subject to the mutual agreement of the City, the Corporation, and the initial purchaser of the Bonds as to the details of the Bonds and provisions for their payment. In all events, it is understood, however, that the Bonds shall not constitute a pecuniary liability or charge, lien or encumbrance, legal or equitable, upon any funds, assets, taxing power or any other property of the City except the City's interest in the Loan Agreement; and the Bonds, when, as, and if issued, shall recite in substance that the Bonds, including interest thereon, are payable solely from the revenues received from the Loan Agreement and other property pledged to the payment thereof, and shall not constitute general or moral obligations of the City.
2. In accordance with Section 469.154 of the Act, the City may cooperate with the Corporation in submitting the proposal for the financing of the Project to DTED, including the execution of necessary documentation by City officials.
3. As requested by the Corporation, the law firm of Kennedy & Graven, Chartered may serve as Bond Counsel and assist in the preparation and review of necessary documents relating to the Project and the Bonds to be issued in connection therewith, which shall be subject to review and comment by the City's issuer counsel respecting the Bonds, Briggs and Morgan.
4. The Corporation shall pay to the City any and all costs incurred by the City in connection with the Bonds or the financing of the Project, whether or not the financing of the Project is approved by DTED, whether or not the financing is carried to completion, and whether or not the Bonds or operative instruments are executed and delivered. The Corporation shall also comply with the City's deposit and fee policies respecting such revenue bond issues.
5. All commitments of the City expressed herein are subject to the condition that by November 1, 2001, the City and the Corporation will have agreed to mutually acceptable terms and conditions of the Loan Agreement, the Bonds, and of the other instruments and proceedings relating to the Bonds and their issuance and sale. If the events set forth herein do not take place within the time set forth above, or any extension thereof, and the Bonds are not sold within such time, this resolution will expire and be of no further effect.
6. The adoption of this resolution does not constitute a guaranty or firm commitment that the City will issue the Bonds as requested by the Corporation. The City retains the right in its sole discretion to withdraw from participation and accordingly not to issue the Bonds, or issue the Bonds in an amount less than the amount referred to herein, should the City at any time prior to issuance thereof determine not to issue the Bonds, or to issue the Bonds in an amount less than the amount

referred to in paragraph 1 hereof, or should the parties to the transaction be unable to reach agreement as to the terms and conditions of any of the documents required for the transaction.

7. With respect to eligible costs of the Project which may be paid by the Corporation prior to the issuance of the Bonds and reimbursed to the Corporation from the proceeds of the Bonds, this resolution is intended to be a reimbursement resolution and declaration of intent to issue reimbursement bonds under Treasury Regulations, Section 1.150-2, as amended.

Effective Date. This Resolution shall be in full force and effect from and after its passage.

Adopted by the City Council of the City of Lauderdale, Minnesota on this 24th day of October, 2000.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator

EXHIBIT A

FORM OF NOTICE OF PUBLIC HEARING

PUBLIC NOTICE

**NOTICE OF PUBLIC HEARING ON THE ISSUANCE OF
REVENUE BONDS UNDER MINNESOTA STATUTES,
SECTIONS 469.152 THROUGH 469.165, AS AMENDED, BY
THE CITY OF LAUDERDALE, MINNESOTA**

CITY OF LAUDERDALE, MINNESOTA

NOTICE IS HEREBY GIVEN that at a meeting of the City Council of the City of Lauderdale, Minnesota (the "City"), on Tuesday, November 14, 2000, beginning at 7:30 p.m. at the Lauderdale City Hall, 1891 Walnut Street, in Lauderdale, Minnesota, the City Council will hold a public hearing on a proposal that the City approve and authorize the issuance by the City of its revenue bonds (the "Bonds"), in one or more series under the Minnesota Municipal Industrial Development Act, Minnesota Statutes, Sections 469.152 through 469.165, as amended (the "Act"), in order to finance costs related to a the construction of an approximately _____ square foot office and administration building to be located at 1605 Eustis Street in the City (the "Project") and to be owned by Children's Home Society of Minnesota, a Minnesota nonprofit corporation (the "Corporation"). The maximum aggregate principal amount of the proposed bond issue is \$7,000,000.

The Bonds will be special, limited obligations of the City and the Bonds and interest thereon will be payable solely from the revenues and assets pledged to the payment thereof. No holder of any Bonds will ever have the right to compel any exercise of the taxing power of the City to pay the Bonds or the interest thereon, nor to enforce payment against any property of the City except money payable by the Corporation to the City and pledged to the payment of the Bonds. Before issuing the Bonds, the City will enter into an agreement with the Corporation, whereby the Corporation will be obligated to make payments at all times sufficient to at least pay the principal of and interest on the Bonds when due.

All persons interested may appear and be heard at the time and place set forth above or may file written comments with the City Administrator prior to the date of the hearing set forth above.

Dated: October 24, 2000

CITY OF LAUDERDALE, MINNESOTA

City Council Memorandum

To: Mayor and City Council
From: Rick Getschow
Council Meeting Date: October 24, 2000
Agenda Item: City Code Revision – Mayor and Council Salaries

BACKGROUND:

At a previous meeting, the Council discussed the city ordinance that delineates Mayor and City Council salaries.

Enclosed is a draft of a revised City Code that indicates the Mayor and Council salaries that were discussed at the September 26th meeting. The change would then be effective following the next City election, which would occur in November of 2001.

As has been stated before, the last change in Mayor and Council pay was in 1986. Using a Compound Annual Growth Rate (CAGR) method to address percentage increases over time, the proposed mayoral salary increases 2.77%, while the Council increase is 4.05%.

ENCLOSURES:

1. Current City Code material related to Mayor and City Council Salary
2. Proposed City Code material related to Mayor and City Council Salary
3. Mayor and City Council Salary comparisons
4. Minnesota State Statutes 415.11 related to municipal salaries

COUNCIL ACTION REQUESTED:

Council direction on how to proceed with issue. The Council could set a future meeting date to approve this possible ordinance revision.

CHAPTER 5
CITY OFFICIALS

SECTION:

- 1-5-1: Mayor And City Council Compensation
- 1-5-2: Council Meeting Bylaws
- 1-5-2- 1: Regular Meetings
- 1-5-2- 2: Special Meetings And Work Sessions
- 1-5-2- 3: Emergency Meetings
- 1-5-2- 4: Quorum
- 1-5-2- 5: Minutes
- 1-5-2- 6: Motions
- 1-5-2- 7: Petitions, Memorials, Etc.
- 1-5-2- 8: Votes
- 1-5-2- 9: Rules Of Order
- 1-5-2-10: Language Included On Agenda
- 1-5-2-11: Order Of Business
- 1-5-2-12: Seating Of Council
- 1-5-2-13: Items Not On Agenda
- 1-5-3: City Administrator

1-5-1: **MAYOR AND CITY COUNCIL COMPENSATION¹:**

- A. Mayor: The annual salary for the Mayor shall be two thousand four hundred fifty six dollars (\$2,456.00).
- B. Council Members: The annual salary for each member of the City Council shall be one thousand three hundred seventy six dollars (\$1,376.00).
- C. Payment: The salaries established in this Section shall be paid in four (4) equal installments at the March, June, September and December Council meetings of each year. (Ord. 72, 10-14-1986)

1. M.S.A. § 415.11.

CHAPTER 5

CITY OFFICIALS

SECTION:

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- 1-5-3: City Administrator

1-5-1: MAYOR AND CITY COUNCIL COMPENSATION¹:

A. Mayor: The annual salary for the Mayor shall be ~~two thousand four hundred fifty six dollars (\$2,456.00)~~. ~~three thousand six hundred dollars (\$3,600.00)~~.

B. Council Members: The annual salary for each member of the City Council shall be ~~one thousand three hundred seventy six dollars (\$1,376.00)~~. ~~two thousand four hundred dollars (\$2,400.00)~~.

C. Payment: The salaries established in this Section shall be paid in four (4) equal installments at the March, June, September and December Council meetings of each year. (Ord. 72, 10-14-1986)

1-5-2: COUNCIL MEETING BYLAWS:

1-5-2-1: REGULAR MEETINGS:

Regular meetings of the Council shall be held at the City Hall on the fourth Tuesday of each month at seven thirty o'clock (7:30) P.M. Work sessions of the Council shall be held on the second Tuesday of each month as needed at seven thirty o'clock (7:30) P.M. The Council may make motions and take action at these work sessions. (Ord. 1, 7-27-1993; amd. 7-25-1995)

1-5-2-2: SPECIAL MEETINGS AND WORK SESSIONS:

1. M.S.A. § 415.11.

Mayor/City Council Salaries

	Mayor	City Council
*Bayport	\$3,600.00	\$3,200.00
*Belle Plaine	\$3,000.00	\$2,800.00
*Deephaven	\$3,600.00	\$2,400.00
*Excelsior	\$3,600.00	\$2,400.00
*Jordan	\$3,696.00	\$2,496.00
*Lexington	\$3,000.00	\$2,400.00
*Maple Plain	\$3,600.00	\$1,800.00
*Medina	\$2,700.00	\$1,800.00
*Newport	\$3,000.00	\$2,000.00
*New Prague	\$4,440.00	\$3,144.00
*Osseo	\$1,800.00	\$1,380.00
*St. Francis	\$2,700.00	\$2,100.00
*Victoria	\$2,700.00	\$2,400.00

Metro Average =	\$3,187.38	\$2,332.31
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Lauderdale	\$2,456.00	\$1,376.00
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Lexington pays \$35 for every meeting, and \$75 for meetings held during business hours.
 Maple Plain pays \$25 for special meetings, and one City Council member is the head of the
 Public Works Dep't, which pays an additional \$150/month.

Minnesota Statutes 1999, Table of Chapters

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415.11 Second to fourth class cities; governing body salaries.

Subdivision 1. **Set by ordinance.** Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. **After next election.** No change in salary shall take effect until after the next succeeding municipal election.

HIST: Ex1967 c 42 s 1,2; 1976 c 44 s 34

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City Council Memorandum

To: Mayor and City Council
From: Rick Getschow
Council Meeting Date: October 24, 2000
Agenda Item: Union Contract Proposal

BACKGROUND:

Enclosed under separate confidential cover in a manilla envelope is a copy of the draft contract proposal from the union.

This agenda item will be discussed in closed session at the meeting.