

FILE COPY

LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, MARCH 28, 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 _____
Gill-Gerbig _____	Hawkinson _____
Mayor Dains _____	

Staff:

Adm. Rick Getschow _____

3. APPROVAL

- A. Approval of agenda
- B. Approval of the minutes of the 3/14/00 City Council Meeting
- C. Approval of claims totaling \$10,520.60

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/CITIZEN'S
ADDRESSING THE 2000 STREET AND UTILITY IMPROVEMENTS**

7. **INFORMATIONAL PRESENTATIONS**

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. 2000 Street and Utility Improvements:
 - 1. City Engineer presentation and evaluation of Bids
 - 2. Approval of Resolution 032800A: A Resolution Accepting the Bid for the 2000 Street and Utility Improvements
- B. Office Copier Quotations
- C. Approval of hire for the Deputy Clerk position
- D. Approval of Joint Powers Agreement with the City of Saint Anthony for Police Services
- E. Driveway Ordinance – Set a Date for Public Hearing
- F. Spring Clean-Up – Set Dates for Spring Clean-Up

10. **REPORTS**

11. **DISCUSSION**

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

13. **ADDITIONAL ITEMS**

14. **SET AGENDA FOR NEXT MEETING**

15. **ADJOURNMENT**

**Lauderdale City Council
Meeting Minutes
March 14, 2000**

1. Meeting called to order at 7:30 P.M.

2. ROLL

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

Staff present: City Administrator Getschow

Others Present: City Consulting Engineer Paul Heuer, City Consulting
Auditor Steve McDonald, Metricom Representative Bill
Buell

3. APPROVAL

A. Approval of Agenda. Motion by Hawkinson, second by Gill-Gerbig to approve the agenda with the addition of 13(A) The 2000 Census. Roll: Yes: all. Motion carried.

B. Approval of Minutes. Motion by Christensen, second by Hawkinson to approve the minutes of the February 22, 2000 City Council meeting. Roll: Yes: all. Motion carried.

C. Approval of Claims totaling \$57,723.91. Motion by Gill-Gerbig, second by Gower to approve the claims totaling \$57,723.91. Roll: Yes: all. Motion carried.

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

5. CONSENT

C. *Resolution 031400A: A Resolution Authorizing Application for CDBG Funds for the 2000 Utility Infrastructure Improvements.* City staff is requesting Council approval and authorization of a grant application of \$80,000 from Ramsey County through the Community Development Block Grant (CDBG) program towards the utility improvements in the 2000 improvement project. Motion by Gill-Gerbig, second by Hawkinson to approve Resolution 031400A: A Resolution Authorizing Application for CDBG Funds for the 2000 Utility Infrastructure Improvements. Roll: Yes: all. Motion carried.

D. *Spring Street Sweeping Bids.* Three quotations were received by the City for spring street sweeping services. The quotations did not include the sweeping of the streets involved in the street and utility improvement for this year. Council requested that these streets be included in the street sweeping.

Council member Gill-Gerbig stated that McPhillips, the company that has conducted street sweeping over the last few years, has done well and should be considered again for 2000.

Motion by Hawkinson, second by Gower to approve the quotation from Kieger Enterprises for spring street sweeping at a sweeper cost of \$60.00/hour and a total cost not to exceed \$800.00, with the separate inclusion of the streets not originally listed in the quotation. Roll: Yes: Hawkinson, Gower, Christensen, and Dains. No: Gill-Gerbig. Motion carried.

10. REPORTS

11. DISCUSSION

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

A. *2000 Census.* The Mayor stressed the importance of Lauderdale resident participation in the 2000 Census. Federal and state aid is based upon these census figures.

14. SET AGENDA FOR NEXT MEETING

1. Approval of Bids for the 2000 Street and Utility Improvements
2. Consideration of Deputy Clerk Hire
3. Police Contract
4. Set-up Date for Spring Cleaning
5. Driveway Ordinance
6. Office Copier Lease/Purchase

15. ADJOURNMENT

Motion by Hawkinson, second by Christensen, to adjourn at 11:30 P.M. Ayes: All.

The City of Lauderdale

Claims for Approval

3/28/00 City Council Meeting

March 17, 2000 Payroll # 6649 - 6653	\$4,451.83
March 28, 2000 Claims # 14417 - 14438	\$6,068.77
Total Claims for Approval	\$10,520.60

16 Mar 2000
Thu 11:21 AM

*Paid Register
CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
PAYROLL DATE: March 17, 2000
COUNCIL MEETING DATE: March 28, 2000

Page 1

Check Number	Employee Number	Employee Name	Social Security Number	Pay Period	Pay Group Number	Pay Group Description	Check Amount	Check Date	Status
006649	000000011	BOWNIK, JAMES		6	01	BI-WEEKLY	937.28	17-Mar-00	Outstanding
006650	000000003	Getschow, Rick		6	01	BI-WEEKLY	1,372.79	17-Mar-00	Outstanding
006651	000000002	HINRICHS, DAVID C		6	01	BI-WEEKLY	1,007.13	17-Mar-00	Outstanding
006652	000000005	HUGHES, JOSEPH A		6	01	BI-WEEKLY	978.56	17-Mar-00	Outstanding
006653	000000023	HAWKINSON, ELIOT		6	01	BI-WEEKLY	156.07	17-Mar-00	Outstanding

Grand Total

4,451.83

24 Mar 2000
Fri 1:25 PM

* Paid Check Reg
CITY OF LAUDERDALE
Claims for Payment
MARCH 28, 2000
City Council Meeting

Page 1

Check Invoice Number	Number	Name	Account Code	Comments	Transaction Amount
Check Number	14417	AT & T			
14417	1210683982	AT & T	101-41200-391	LONG DISTANCE FEB '00	13.61
Totals Check Number	14417	AT & T			13.61
Check Number	14418	CINTAS			
14418	754101922	CINTAS	601-49000-425	PUBLIC WORKS UNIFORMS	27.70
14418	754103229	CINTAS	601-49000-425	PUBLIC WORKS UNIFORMS	27.70
Totals Check Number	14418	CINTAS			55.40
Check Number	14419	CITY OF FALCON HEIGHTS			
14419	3/28/00	CITY OF FALCON HEIGHTS	101-42200-321	FIRE CALLS FEB '00	1,077.00
Totals Check Number	14419	CITY OF FALCON HEIGHTS			1,077.00
Check Number	14420	CONSTRUCTION BULLETIN			
14420	CB90323	CONSTRUCTION BULLETIN	401-48401-304	AD FOR '00 UTIL & ST BIDS	86.80
14420	CB90323	CONSTRUCTION BULLETIN	403-48403-304	AD FOR '00 UTIL & ST BIDS	86.80
14420	CB90323	CONSTRUCTION BULLETIN	407-48407-304	AD FOR '00 UTIL & ST BIDS	86.80
Totals Check Number	14420	CONSTRUCTION BULLETIN			260.40
Check Number	14421	CRAGUN'S			
14421	3/28/00	CRAGUN'S	101-41200-308	RICK - RM DEP ANNUAL CONF	100.00
Totals Check Number	14421	CRAGUN'S			100.00
Check Number	14422	GOVERNMENT TRAINING SERVICE			
14422	3/28/00	GOVERNMENT TRAINING SERVICE	101-41200-308	RICK - MCMA/MACA ANN CONF	185.00
Totals Check Number	14422	GOVERNMENT TRAINING SERVICE			185.00
Check Number	14423	ICMA RETIREMENT TRUST - 457			
14423	3/28/00	ICMA RETIREMENT TRUST - 457	101-21705	3/17/00 PAYROLL	682.54
Totals Check Number	14423	ICMA RETIREMENT TRUST - 457			682.54
Check Number	14424	IKON OFFICE SOLUTIONS			

24 Mar 2000
Fri 1:25 PM

* Paid Check Reg
CITY OF LAUDERDALE
Claims for Payment
MARCH 28, 2000
City Council Meeting

Page 2

Check Invoice Number Number	Name	Account Code	Comments	Transaction Amount
Check Number	14424 IKON OFFICE SOLUTIONS			
14424 23598383	IKON OFFICE SOLUTIONS	101-41200-401	MONTHLY COPIER MAINT	56.45 -----
Totals Check Number	14424 IKON OFFICE SOLUTIONS			56.45
Check Number	14425 KNOX LUMBER			
14425 0209426685	KNOX LUMBER	101-43100-202	UTILITY KNIFE	2.66
14425 0209426685	KNOX LUMBER	101-43100-228	LIGHT BULB, TOGGLE SWITCH	27.36
14425 0209427292	KNOX LUMBER	101-43100-228	MATERIAL FOR GARAGE/HEATE	54.21
14425 0209428195	KNOX LUMBER	101-43100-202	2 12V BAT PACKS FOR DRILL	98.50 -----
Totals Check Number	14425 KNOX LUMBER			182.73
Check Number	14426 LEAGUE OF MINNESOTA CITIES			
14426 3/28/00	LEAGUE OF MINNESOTA CITIES	101-41200-442	'00 DIR OF MN CITY OFFICI	33.02 -----
Totals Check Number	14426 LEAGUE OF MINNESOTA CITIES			33.02
Check Number	14427 LILLIE SUBURBAN NEWS			
14427 3/28/00	LILLIE SUBURBAN NEWS	101-41600-309	02/00 DELIV OF ROSEV REV	509.00 -----
Totals Check Number	14427 LILLIE SUBURBAN NEWS			509.00
Check Number	14428 LMC - INSURANCE TRUST			
14428 11027732	LMC - INSURANCE TRUST	101-43100-442	INSUR DEDUCT - MOTORCYCLE	500.00 -----
Totals Check Number	14428 LMC - INSURANCE TRUST			500.00
Check Number	14429 PUBLIC EMP RETIREMENT ASSSOC			
14429 3/28/00	PUBLIC EMP RETIREMENT ASSSOC	101-21704	3/17/00 PAYROLL	662.18 -----
Totals Check Number	14429 PUBLIC EMP RETIREMENT ASSSOC			662.18
Check Number	14430 RAMSEY COUNTY			
14430 RISK000159	RAMSEY COUNTY	101-21706	03/00 EMPLOYEE BENEFITS	528.94 -----
Totals Check Number	14430 RAMSEY COUNTY			528.94
Check Number	14431 RAMSEY COUNTY			
14431 PRRLG00010	RAMSEY COUNTY	405-48500-327	'99 LOCAL GOV TIF ADMIN	286.19

4 Mar 2000
1:25 PM

* Paid Check Reg
CITY OF LAUDERDALE
Claims for Payment
MARCH 28, 2000
City Council Meeting

Page 3

Check Invoice Number	Check Number	Name	Account Code	Comments	Transaction Amount
	14431	RAMSEY COUNTY			-----
	Totals	Check Number 14431	RAMSEY COUNTY		286.19
	14432	S & T OFFICE PRODUCTS, INC.			
14432 01566410		S & T OFFICE PRODUCTS, INC.	101-41200-201	GENERAL OFFICE SUPPLIES	28.43
14432 01566410		S & T OFFICE PRODUCTS, INC.	101-41200-202	ELECTRIC STAPLER	41.77
	Totals	Check Number 14432	S & T OFFICE PRODUCTS, INC.		70.20
	14433	SAM'S CLUB			
14433 3/28/00		SAM'S CLUB	201-45600-375	SNOW COMMOTION SUPPLIES	61.42
	Totals	Check Number 14433	SAM'S CLUB		61.42
	14434	SPRINT PCS			
14434 3/28/00		SPRINT PCS	101-41200-391	CITY ADMIN CELL PHONE	13.95
14434 3/28/00		SPRINT PCS	601-49000-391	PUB WORKS CELL PHONE	20.54
	Totals	Check Number 14434	SPRINT PCS		34.49
	14435	ST PAUL POSTMASTER			
14435 3/28/00		ST PAUL POSTMASTER	101-41600-203	2ND QTR '00 NEWSLETTER	300.00
	Totals	Check Number 14435	ST PAUL POSTMASTER		300.00
	14436	ST. PAUL PIONEER PRESS			
14436 158040		ST. PAUL PIONEER PRESS	101-41200-442	3/12 AD FOR DEPUTY CLERK	350.80
	Totals	Check Number 14436	ST. PAUL PIONEER PRESS		350.80
	14437	SUMMIT SUPPLY CORP OF COLORADO			
14437 17454		SUMMIT SUPPLY CORP OF COLORADO	101-45200-201	BABY SWING FOR PARK	66.88
	Totals	Check Number 14437	SUMMIT SUPPLY CORP OF COLORADO		66.88
	14438	WALTER'S RUBBISH			
14438 10279930		WALTER'S RUBBISH	101-43100-384	2ND QTR '00 RUBBISH REMOV	26.26

24 Mar 2000
Fri 1:25 PM

* Paid Check Reg
CITY OF LAUDERDALE
Claims for Payment
MARCH 28, 2000
City Council Meeting

Page 4

Check Invoice Number Number	Name	Account Code	Comments	Transaction Amount
Check Number	14438 WALTER'S RUBBISH			
14438 10279930	WALTER'S RUBBISH	101-45200-384	2ND QTR '00 RUBBISH REMOV	26.26

Totals Check Number	14438 WALTER'S RUBBISH			52.52

Grand Total				6,068.77

City Council Memorandum

To: Mayor and City Council
From: Rick Getschow
Council Meeting Date: March 28, 2000
Agenda Item: 2000 Improvements: Approval of Bids

BACKGROUND:

The City Engineer will be in attendance at the meeting to address the bids that were received and opened last Tuesday, March 21. Included in the packet are the bid tabulation forms for the 2000 Street and Utility Improvements.

Good News.....

The low bid came in approximately \$250,000 under the engineer's estimate. There are savings in all areas of the project, with the largest savings reflected in water main improvements. The Engineer will address these categories and provide more detail on the timetable for construction based on discussions with the low bidder and the set-up of a pre-construction conference.

The enclosed resolution that accepts the low bid must be adopted at the meeting.

Also included in the packet is a revised preliminary assessment roll based upon the bids.

ENCLOSURES:

1. Bid Tabulation Summary and Forms
2. Resolution 032800A: A Resolution Accepting the Bid for the 2000 Street and Utility Improvements
3. Revised Preliminary Assessment Roll (3/24/00)

COUNCIL ACTION REQUESTED:

Motion to adopt Resolution 032800A: A Resolution Accepting the Bid for the 2000 Street and Utility Improvements.

RESOLUTION NO. 032800A

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

**RESOLUTION ACCEPTING THE BID FOR THE 2000 STREET AND UTILITY
IMPROVEMENTS**

WHEREAS, pursuant to an advertisement for bids for the improvement of Pleasant Street between Larpenteur Avenue and Roselawn Avenue, Lake Street between Ione Street and Summer Street, Ione Street between Pleasant Street and Fulham Street, Spring Street between Pleasant Street and Fulham Street, and Summer Street between Pleasant Street and Fulham Street, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Northdale Construction Co. Inc.	\$1,282,158.00
Palda and Sons	\$1,316,824.00
SR Weidema	\$1,418,665.80
Arcon Construction	\$1,473,716.69

AND WHEREAS, it appears that Northdale Construction Company, Inc. is the lowest responsible bidder,

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

1. The Mayor and the City Administrator are hereby authorized and directed to enter into the attached contract with Northdale Construction Company, Inc in the name of the City of Lauderdale for the improvement of Pleasant Street between Larpenteur Avenue and Roselawn Avenue, Lake Street between Ione Street and Summer Street, Ione Street between Pleasant Street and Fulham Street, Spring Street between Pleasant Street and Fulham Street, and Summer Street between Pleasant Street and Fulham Street according to the plans and specifications thereof approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

I CERTIFY THAT the above resolution was adopted by the City Council of Lauderdale this
28th day of March, 2000.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Rick Getschow, City Administrator



March 22, 2000

Bonestroo, Rosene, Anderlik and Associates, Inc. is an Affirmative Action/ Equal Opportunity Employer and Employee Owned

Principals: Otto G. Bonestroo, PE. • Marvin L. Sorvala, PE. • Glenn R. Cook, PE. • Robert G. Schunicht, PE. • Jerry A. Bourdon, PE.

Senior Consultants: Robert W. Rosene, PE. • Joseph C. Anderlik, PE. • Richard E. Turner, PE. • Susan M. Eberlin, C.P.A.

Associate Principals: Howard A. Sanford, PE. • Keith A. Gordon, PE. • Robert R. Pfefferle, PE. • Richard W. Foster, PE. • David O. Loskota, PE. • Robert C. Russek, A.I.A. • Mark A. Hanson, PE. • Michael T. Rautmann, PE. • Ted K. Field, PE. • Kenneth P. Anderson, PE. • Mark R. Rolfs, PE. • David A. Bonestroo, M.B.A. • Sidney P. Williamson, PE., L.S. • Agnes M. Ring, M.B.A. • Allan Rick Schmidt, PE.

Offices: St. Paul, St. Cloud, Rochester and Willmar, MN • Milwaukee, WI

Website: www.bonestroo.com

Honorable Mayor and City Council
City of Lauderdale
1891 Walnut St
Lauderdale, MN 55113-5196

Re: City of Lauderdale
2000 Street & Utility Improvements
BRA File No. 532-99-100

Honorable Mayor and City Council:

Bids were opened for the project stated above on March 21, 2000, 11:00 AM. Transmitted herewith are ten (10) copies of the bid tabulation for your information and file. Copies will also be distributed to each bidder.

There were a total of 5 bids. The following summarizes the results.

	<u>Contractor</u>	<u>Bid Amount</u>
Low	Northdale Construction Co. Inc.	\$1,282,158.90
#2	Palda & Sons Inc.	\$1,316,824.00
#3	Midwest Asphalt Corporation	\$1,373,892.40
#4	S R Weidema Inc.	\$1,418,665.80
#5	Arcon Construction Inc.	\$1,473,716.69

The third bidder did not acknowledge receiving Addendum #1 and therefore may be considered to have an invalid bid. The low bidder on the project was Northdale Construction Company Inc. with a base bid of \$1,282,158.90.

Cost Comparisons

The total base bid compares favorably to the Feasibility Report estimate of \$1,552,000.00. Also, the bid for the assessable portion of the contract (street improvements) was \$733,086.59, which compares favorably to the Feasibility Report estimate of \$769,100.

<i>Improvement</i>	<i>Estimated Construction Cost in Feasibility Report</i>	<i>Estimated Construction Cost Based on Low Bid</i>
Street Improvements *	\$769,100	\$733,100
Sanitary Sewer Improvements	\$237,300	\$158,700
Water Main Improvements	\$207,700	\$80,400
Storm Sewer/Misc. Alley Impr. **	\$337,900	\$310,000
Total Project	\$1,552,000	\$1,282,200

* Includes concrete aprons

** Includes regrading of park and installing new lighting and hockey boards

Peripheral Work

Work that may be considered peripheral to the project was included in the project bid. We present these costs to Council for further consideration.

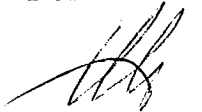
<i>Peripheral Work</i>	<i>Estimated Project Cost in Feasibility Report</i>	<i>Estimated Project Cost Based on Low Bid</i>
Regrading park/lighting rink	\$9,060	\$17,380
Paving park parking lot	NA	\$23,440

These bids have been reviewed and found in order. *Therefore, we recommend that the project be awarded to Northdale Construction Company Inc. for the base bid amount of \$1,282,158.90.*

Should you have any questions, please feel free to contact me. My direct dial phone number is (651) 604-4805.

Yours very truly,

BONESTROO, ROSENE, ANDERLIK & ASSOCIATES, INC.



Paul G. Heuer

Enclosures
PGH:lac

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage	Notes	Rate	Street Assessment
17-29-23-31-0002	City of Lauderdale	494.54	494.54		\$48.71	\$24,091.07
17-29-23-31-0003	1880 Pleasant	58.6	58.6		\$48.71	\$2,854.65
17-29-23-31-0004	2351 Summer	~196.07	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0005	2349 Summer	~74.64	74.64		\$48.71	\$3,636.02
17-29-23-31-0006	2345 Summer	~101	80		\$48.71	\$3,897.13
17-29-23-31-0007	2337 Summer	~160.04	80		\$48.71	\$3,897.13
17-29-23-31-0008	City of Lauderdale	~265	265		\$48.71	\$12,909.24
17-29-23-31-0009	1855 Fulham	136	34	Corner Only	\$48.71	\$1,656.28
17-29-23-31-0020	1803 Fulham	130	32.5	Corner Only	\$48.71	\$1,583.21
17-29-23-31-0021	1800 Lake	229.34	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0022	1820 Lake	150	80		\$48.71	\$3,897.13
17-29-23-31-0023	1830 Lake	75	75		\$48.71	\$3,653.56
17-29-23-31-0024	1834 Lake	75	75		\$48.71	\$3,653.56
17-29-23-31-0025	1838 Lake	100	80		\$48.71	\$3,897.13
17-29-23-31-0026	1848 Lake	~236	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0027	1849 Lake	183.5	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0028	1847 Lake	54	54		\$48.71	\$2,630.56
17-29-23-31-0029	1841 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0030	1835 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0031	1831 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0032	1829 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0033	1825 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0034	1821 Lake	50	50		\$48.71	\$2,435.71
17-29-23-31-0035	1815 Lake	74.34	74.34		\$48.71	\$2,435.71
17-29-23-31-0036	1803 Lake	205	80	Corner lot	\$48.71	\$3,621.41
17-29-23-31-0037	1800 Pleasant	180.02	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0038	1806 Pleasant	50	50		\$48.71	\$3,897.13
17-29-23-31-0039	1814 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0040	1820 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0041	1824 Pleasant	50	50		\$48.71	\$2,435.71

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage			Street Assessment
17-29-23-31-0042	1826 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0043	1832 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0044	1838 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0045	1842 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-31-0046	1848 Pleasant	~176.2	75.55	Corner lot	\$48.71	\$3,680.35
17-29-23-31-0047	1847 Pleasant	~268	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0048	1843 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-31-0049	1839 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-31-0050	1835 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-31-0051	1831 Pleasant	40	40		\$48.71	\$2,192.13
17-29-23-31-0052	1827 Pleasant	45	45		\$48.71	\$3,897.13
17-29-23-31-0053	1815 Pleasant	95	80		\$48.71	\$2,922.85
17-29-23-31-0054	1811 Pleasant	60	60		\$48.71	\$3,897.13
17-29-23-31-0055	1807 Pleasant	212.2	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0113	2385 Summer	356.45	80	Corner lot	\$48.71	\$3,897.13
17-29-23-31-0121	1917 Pleasant	79	79		\$48.71	\$3,848.41
17-29-23-31-0122	1913 Pleasant	79	79		\$48.71	\$3,848.41
17-29-23-31-0123	1907 Pleasant	79	79		\$48.71	\$3,848.41
17-29-23-31-0124	1901 Pleasant	79	79		\$48.71	\$3,897.13
17-29-23-31-0125	1895 Pleasant	90.79	80		\$48.71	\$3,897.13
17-29-23-31-0126	1887 Pleasant	104.26	80		\$48.71	\$1,493.57
17-29-23-34-0001	1797 Fulham	122.62	30.66	Corner only	\$48.71	\$1,625.10
17-29-23-34-0007	1745 Fulham	133.43	33.36	Corner only	\$48.71	\$3,897.13
17-29-23-34-0008	1744 Lake	253.5	80	Corner lot	\$48.71	\$3,897.13
17-29-23-34-0009	1750 Lake	90	80		\$48.71	\$3,653.56
17-29-23-34-0010	1760 Lake	75	75		\$48.71	\$3,635.53
17-29-23-34-0011	1768 Lake	74.63	74.63		\$48.71	\$2,922.85
17-29-23-34-0012	1772 Lake	60	60		\$48.71	\$2,922.85
17-29-23-34-0013	1780 Lake	60	60		\$48.71	\$2,922.85
17-29-23-34-0014	1786 Lake	60	60		\$48.71	\$3,274.56
17-29-23-34-0015	1790 Lake	67.22	67.22	Corner lot	\$48.71	\$3,897.13
17-29-23-34-0016	1792 Lake	248.02	80	Corner lot	\$48.71	\$3,897.13
17-29-23-34-0017	1791 Lake	~205.66	80	Corner lot	\$48.71	\$3,897.13

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage	Notes		Street Assessment
17-29-23-34-0018	1787 Lake	69.27	69.27		\$48.71	\$3,374.43
17-29-23-34-0019	1781 Lake	70	70		\$48.71	\$3,409.99
17-29-23-34-0020	1775 Lake	70	70		\$48.71	\$3,409.99
17-29-23-34-0021	1769 Lake	60	60		\$48.71	\$2,922.85
17-29-23-34-0022	1767 Lake	60	60		\$48.71	\$2,922.85
17-29-23-34-0023	1765 Lake	60	60		\$48.71	\$2,922.85
17-29-23-34-0024	1751 Lake	90	80		\$48.71	\$3,897.13
17-29-23-34-0025	1745 Lake	220.39	80	Corner lot	\$48.71	\$3,897.13
17-29-23-34-0026	1744 Pleasant	220.5	80	Corner lot	\$48.71	\$3,897.13
17-29-23-34-0027	1750 Pleasant	90	80		\$48.71	\$3,897.13
17-29-23-34-0028	1758 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0029	1764 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0030	1772 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0031	1785 Pleasant	99.36	80		\$48.71	\$3,897.13
17-29-23-34-0230	1786 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0231	1790 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0033	1796 Pleasant	245.57	80	Corner lot	\$48.71	\$2,922.85
17-29-23-34-0034	1797 Pleasant	171.4	72.25	Corner lot	\$48.71	\$3,519.59
17-29-23-34-0035	1795 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0036	1793 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0037	1780 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0038	1783 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0039	1779 Pleasant	80	80		\$48.71	\$3,897.13
17-29-23-34-0040	1769 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0041	1763 Pleasant	60	60		\$48.71	\$2,922.85
17-29-23-34-0042	1759 Pleasant	50	50		\$48.71	\$2,435.71
17-29-23-34-0043	1751 Pleasant	70	70		\$48.71	\$3,409.99
Contact Ramsey County		40	40		\$48.71	\$1,948.56
17-29-23-34-0044	2301 lone	152.06	68.02	Corner lot	\$48.71	\$3,313.53
17-29-23-34-0116	2367 Larpenteur	130	32.5	Corner only	\$48.71	\$1,583.21
17-29-23-34-0117	1697 Pleasant	40	40		\$48.71	\$1,948.56
17-29-23-34-0118	1707 Pleasant	80	80		\$48.71	\$3,897.13
17-29-23-34-0119	1715 Pleasant	80	80		\$48.71	\$3,897.13

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front		Policy	Assess		Total
		Footage	Assessable		Notes	Rate	Street
17-29-23-34-0120	1721 Pleasant	104.2	80			\$48.71	\$3,897.13
17-29-23-34-0123	1733 Pleasant	130	32.5	Corner only		\$48.71	\$1,583.21
	Brandychase Condos	1213.96	744.7	Corner lot		\$121.79	\$90,693.49
17-29-23-34-0124	1697 Fulham, Unit A	N/A	N/A				\$872.05
17-29-23-34-0125	1697 Fulham, Unit B	N/A	N/A				\$872.05
17-29-23-34-0126	1697 Fulham, Unit C	N/A	N/A				\$872.05
17-29-23-34-0127	1697 Fulham, Unit D	N/A	N/A				\$872.05
17-29-23-34-0128	1697 Fulham, Unit E	N/A	N/A				\$872.05
17-29-23-34-0129	1697 Fulham, Unit F	N/A	N/A				\$872.05
17-29-23-34-0130	1697 Fulham, Unit G	N/A	N/A				\$872.05
17-29-23-34-0131	1697 Fulham, Unit H	N/A	N/A				\$872.05
17-29-23-34-0132	1705 Fulham, Unit A	N/A	N/A				\$872.05
17-29-23-34-0133	1705 Fulham, Unit B	N/A	N/A				\$872.05
17-29-23-34-0134	1705 Fulham, Unit C	N/A	N/A				\$872.05
17-29-23-34-0135	1705 Fulham, Unit D	N/A	N/A				\$872.05
17-29-23-34-0136	1705 Fulham, Unit E	N/A	N/A				\$872.05
17-29-23-34-0137	1705 Fulham, Unit F	N/A	N/A				\$872.05
17-29-23-34-0138	1705 Fulham, Unit G	N/A	N/A				\$872.05
17-29-23-34-0139	1705 Fulham, Unit H	N/A	N/A				\$872.05
17-29-23-34-0140	1713 Fulham, Unit A	N/A	N/A				\$872.05
17-29-23-34-0141	1713 Fulham, Unit B	N/A	N/A				\$872.05
17-29-23-34-0142	1713 Fulham, Unit C	N/A	N/A				\$872.05
17-29-23-34-0143	1713 Fulham, Unit D	N/A	N/A				\$872.05
17-29-23-34-0144	1713 Fulham, Unit E	N/A	N/A				\$872.05
17-29-23-34-0145	1713 Fulham, Unit F	N/A	N/A				\$872.05
17-29-23-34-0146	1713 Fulham, Unit G	N/A	N/A				\$872.05
17-29-23-34-0147	1713 Fulham, Unit H	N/A	N/A				\$872.05
17-29-23-34-0148	1721 Fulham, Unit A	N/A	N/A				\$872.05
17-29-23-34-0149	1721 Fulham, Unit B	N/A	N/A				\$872.05
17-29-23-34-0150	1721 Fulham, Unit C	N/A	N/A				\$872.05
17-29-23-34-0151	1721 Fulham, Unit D	N/A	N/A				\$872.05
17-29-23-34-0152	1721 Fulham, Unit E	N/A	N/A				\$872.05
17-29-23-34-0153	1721 Fulham, Unit F	N/A	N/A				\$872.05

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage	Notes	Rate	Street Assessment
17-29-23-34-0154	1721 Fulham, Unit G	N/A	N/A			\$872.05
17-29-23-34-0155	1721 Fulham, Unit H	N/A	N/A			\$872.05
17-29-23-34-0156	1728 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0157	1728 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0158	1728 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0159	1728 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0160	1728 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0161	1728 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0162	1728 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0163	1728 Pleasant, Unit H	N/A	N/A			\$872.05
17-29-23-34-0164	1729 Fulham, Unit A	N/A	N/A			\$872.05
17-29-23-34-0165	1729 Fulham, Unit B	N/A	N/A			\$872.05
17-29-23-34-0166	1729 Fulham, Unit C	N/A	N/A			\$872.05
17-29-23-34-0167	1729 Fulham, Unit D	N/A	N/A			\$872.05
17-29-23-34-0168	1729 Fulham, Unit E	N/A	N/A			\$872.05
17-29-23-34-0169	1729 Fulham, Unit F	N/A	N/A			\$872.05
17-29-23-34-0170	1729 Fulham, Unit G	N/A	N/A			\$872.05
17-29-23-34-0171	1729 Fulham, Unit H	N/A	N/A			\$872.05
17-29-23-34-0172	1736 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0173	1736 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0174	1736 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0175	1736 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0176	1736 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0177	1736 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0178	1736 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0179	1736 Pleasant, Unit H	N/A	N/A			\$872.05
17-29-23-34-0180	1737 Fulham, Unit A	N/A	N/A			\$872.05
17-29-23-34-0181	1737 Fulham, Unit B	N/A	N/A			\$872.05
17-29-23-34-0182	1737 Fulham, Unit C	N/A	N/A			\$872.05
17-29-23-34-0183	1737 Fulham, Unit D	N/A	N/A			\$872.05
17-29-23-34-0184	1737 Fulham, Unit E	N/A	N/A			\$872.05
17-29-23-34-0180	1737 Fulham, Unit F	N/A	N/A			\$872.05
17-29-23-34-0186	1737 Fulham, Unit G	N/A	N/A			\$872.05

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage	Notes	Rate	Street Assessment
17-29-23-34-0187	1737 Fulham, Unit H	N/A	N/A			\$872.05
17-29-23-34-0188	1740 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0189	1740 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0190	1740 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0191	1740 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0192	1740 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0193	1740 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0194	1740 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0195	1740 Pleasant, Unit H	N/A	N/A			\$872.05
17-29-23-34-0196	1720 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0197	1720 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0198	1720 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0199	1720 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0200	1720 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0201	1720 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0202	1720 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0203	1720 Pleasant, Unit H	N/A	N/A			\$872.05
17-29-23-34-0204	1696 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0205	1696 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0206	1696 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0207	1696 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0208	1696 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0209	1696 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0210	1696 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0211	1696 Pleasant, Unit H	N/A	N/A			\$872.05
17-29-23-34-0212	1704 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0213	1704 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0214	1704 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0215	1704 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0216	1704 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0217	1704 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0218	1704 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0219	1704 Pleasant, Unit H	N/A	N/A			\$872.05

Preliminary Assessment Roll

Property ID No. (PIN)	Address	Front	Assessable	Policy	Assess	Total
		Footage	Front Footage	Notes	Rate	Street Assessment
17-29-23-34-0220	1712 Pleasant, Unit A	N/A	N/A			\$872.05
17-29-23-34-0221	1712 Pleasant, Unit B	N/A	N/A			\$872.05
17-29-23-34-0222	1712 Pleasant, Unit C	N/A	N/A			\$872.05
17-29-23-34-0223	1712 Pleasant, Unit D	N/A	N/A			\$872.05
17-29-23-34-0224	1712 Pleasant, Unit E	N/A	N/A			\$872.05
17-29-23-34-0225	1712 Pleasant, Unit F	N/A	N/A			\$872.05
17-29-23-34-0226	1712 Pleasant, Unit G	N/A	N/A			\$872.05
17-29-23-34-0227	1712 Pleasant, Unit H	N/A	N/A			\$872.05
		9786.17	7554.28			\$384,441.50
Total cost			Assessable Front Footage	\$ Cost/Front Foot	\$ Cost/Front Foot X 40%	
\$920,000			7554.28	\$121.79	\$48.71	

Memos by James

To: Honorable Mayor and Council
From: James Bownik
Date: March 28, 2000
Re: Office Copier Purchase

Background

The City currently has a Savin 9520 copying machine through Ikon Office Solutions. It is an analogue machine, which is over a decade old, and copies at a rate of 45-55 copies per minute. Although the current copier suits our needs for smaller one-sided copying jobs, it frequently jams and/or shifts the image when performing larger two-sided copying. Frequent jamming or image shifting on large copying jobs greatly reduces staff efficiency. Currently, staff also hand-inserts a piece of colored paper at the point of each section break for the Council packets.

Recently, staff contacted three copier companies about copying machines. All three companies brought in one copier for staff to try for approximately one week each. The four main criteria for each model was that it was new – not refurbished, is a digital copier, could copy at 35 copies per minute, and was capable of inserting blank pages at specific points when programmed to do so. The following table summarizes the three copying machines based on performance and price.

Company	Ikon Office Solutions	Metro Sales	Wagers Business Systems
Copying Machine	Minolta Dialta DI350	Ricoh Aficio 350	Toshiba DP3580
New or refurbished	New	New	New
Digital or analogue	Digital	Digital	Digital
Copies per minute	35	35	35
Blank page insertion	Yes	Yes	Yes

Comments regarding performance	<ul style="list-style-type: none"> • The design was annoying, almost as if it were a left-handed copying machine • Copier jammed (had to pull 2 halves apart) • Display panel light sensitive • Could staple and three-hole punch • Even sales rep. prefers Canon 	<ul style="list-style-type: none"> • Bypass tray came broken and sorter unit not secured • Never received manual even after multiple requests • Copier jammed and gave frequent error messages 	<ul style="list-style-type: none"> • Reliable – no jams or error messages • Sales rep. was easy to work with • Does page numbering
Cost to lease	\$264/month, 36 mo.	\$299/month, 36 mo.	\$219/month, 36 mo.
Cost to purchase	\$8542.00	\$9693.00	\$7884.00
Maintenance	\$100.80 /month 6000 copies/month includes supplies	\$71.67/month 6000 copies/month doesn't include supplies	\$97.00/month 6000 copies/month includes supplies

Purchasing a copier would be more cost effective. For example, the Toshiba model from Wagers would ultimately cost the City the same amount in 36 months as it would to make a cash purchase of the copier (\$219 per month x 36 months = \$7884.00).

The City would be able to get trade-in value for a future copier if a cash purchase were made. If the City leased the copier, the City would not have ownership of it and would need to look at renewing the lease or purchasing at the time the lease expired.

There is only \$4000.00 budgeted for a new copier in 2000. However, the General Capital Improvement Fund had a balance of \$20,880.00 at the end of 1999, and has a projected balance of \$31,480 for the end of 2000.

City Council Action Requested

Motion to approve staff to negotiate with Wagers Business Systems for the purchase of the Toshiba DP3580 copying machine.

PROPOSAL FOR:

CITY OF LAUDERDALE

January 20, 2000

IKON Proposes: Ownership or Two-Party 48-Month Fair Market Value Lease

System Configuration

New Minolta Di350 Digital Multifunctional System
State of MN Contract #423071

20 mo Lease

35 Copies Per Minute
Reversing Automatic Document Feeder
Finisher with Three-Hole Punch
Automatic Duplexing Unit
1,376 Sheet Paper Capacity
Two 550 Sheet Paper Drawers
One 275 Universal Paper Drawer
25% - 400% Reduction/Enlargement
Cabinet
16MB Memory Upgrade

2080 / mo.

204

Total Retail Value.....	\$12,899.00
Less Government Discount and Savin Trade-in.....	\$ 4,357.00
Total Investment.....	\$ 8,542.00

Lease Analysis

Monthly Investment.....	\$ 226.00	213.00
Delivery, Installation and Training.....	No Charge	

IKON Full Service Maintenance Program

Monthly Investment of \$100.80 Includes:

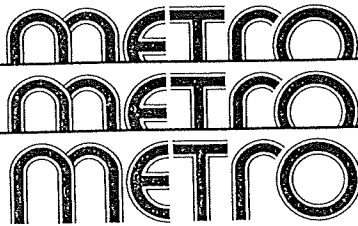
- *Full parts and labor protection
- *All-inclusive supply program (toner and developer) – excluding paper and staples
- *Guaranteed four hour on-site service response time
- *Copies per monthly: 6,000
- *Excess copies at: \$.0168 per copy (will increase after 1 year)
- *Lifetime repair or replacement warranty
- *Extended hour service options available

lock in service contract for
48 months = .0183 / copy

This pricing is valid through January 31, 2000

Patrick Sunder
Major Account Representative - Government
IKON Office Solutions
(612) 885-3707
PS/jms

IKON
Office Solutions



PROPOSAL FOR THE CITY OF LAUDERDALE

Ricoh Aficio 350 Digital Copier

Features: Automatic Document Feeder
Auto Duplex
2,000 Sheet Paper Capacity
Unlimited Sorting (up to 1,000 sheets)
Stapling

Retail Price:	\$14,430.00
Less Municipal Discount	\$ 3,737.00
Less Trade-In	<u>\$ 1,000.00</u>
Total Purchase Price:	\$ 9,693.00

<u>Lease Options</u>	<u>36 mo</u>	<u>48 mo.</u>	<u>60 mo.</u>
	\$299.00	\$249.00	\$215.00

Service and Supply Program

- Service for 72,000 Copies Annually: \$860.00
- Toner: \$73.50 @ 27,000 copy yield
- Developer:\$127.25 @ 300,000 copy yield

Also Included

- Metro Sales 0-3 Hour Service Response Guarantee
- 7 Year Total Satisfaction Guarantee
- Delivery and Installation
- Start-up Supplies

Recommendations

Option B Digital

Toshiba DP3580 Digital Copier

- 35 Copies per Minute
- Automatic Document Feeder
- Duplex Unit (2 Sided Copying)
- 1 x 600 Sheet Cassette
- 1 x 1500 Large Capacity Cassette
- Finisher w/ Stapling (unlimited sets)
- Stand

36 Month FMV Lease

\$259.00/month

* 36 Month FMV Lease (non-profit promotion)

\$219.00/month

* Non-Profit pricing promotion offered through Toshiba, offer expires January 31, 2000

Pricing includes trade-in of Savin 9520

digital purchase -
non

\$ 7884

Maintenance

Drum Maintenance Plan: (D.M.P.)

Includes all parts and labor, drums, lamps and blades. Does not include toner, developer, toner bags, paper and color supplies. Maintenance cost is based on 6,000 copies at .0162 per copy.

Total Maintenance Plan: (T.M.P.)

Includes all parts, labor and supplies. Does not include paper, color supplies and staples. Maintenance cost is based on a 6,000 copies at .0185 per copy.

Drum maintenance

97.00 /month

maintenance -

111.00 for complete service
6,000 copies

City Council Memorandum

To: Mayor and City Council
From: Rick Getschow
Council Meeting Date: March 28, 2000
Agenda Item: Deputy Clerk Position

BACKGROUND:

On Thursday, March 23rd Council Member Christensen and I interviewed (4) four candidates for the position of Deputy Clerk. These four candidates were selected from a pool of twenty applicants, based on the required criteria as outlined in the job announcement.

All four candidates were well qualified, but Council Member Christensen and I are recommending that Shannon Goyette be appointed to fill this position. Shannon has varied work experience that makes an excellent fit for the Deputy Clerk position that includes newspaper editorial and writing work and professional office work.

Shannon has been made a conditional offer of employment pending approval by the City Council and the successful completion of the required testing and exams. The beginning salary would fall at Step 1 - \$2,228.29 per month or \$26,740 per year, with the opportunity to advance to Step 2 in six months.

The established 2000 wage schedule for this position is as follows:

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
\$26,740	\$28,411	\$30,082	\$31,753	\$33,424

References are currently being checked and are also part of the conditional offer of employment.

Enclosed in the packet is the application information of Shannon Goyette.

ENCLOSURES:

1. Shannon Goyette Cover letter, resume, and application

COUNCIL ACTION REQUESTED:

Motion to approve the hire of Shannon Goyette to fill the Deputy Clerk position, contingent upon successful completion of physical examination and drug and alcohol tests.

700 10th Ave. SE Apt. #5
Minneapolis, MN
55414

City of Lauderdale
1891 Walnut Street
Lauderdale, MN
55113

Dear Sir or Madam:

I am writing to express my interest in the position of deputy clerk advertised in the Pioneer Press. After carefully examining the job requirements, I am convinced my professional experiences have made me a great match for the position.

My four years of experience coaching high school debate has given me an ability to accomplish multiple tasks simultaneously, while ensuring all are completed skillfully. This experience has also required me to gain an expert knowledge of organizing complex schedules.

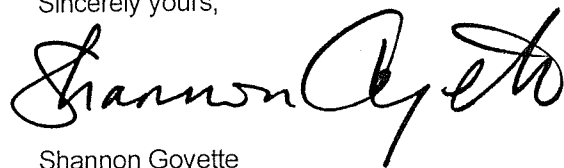
Seven years of working in various office environments has allowed me to master common office programs, while teaching me the tools to quickly learn any unfamiliar programs. I am extremely proficient with all MS Office Suite programs, and am adept with a number of other programs.

My duties working as a newspaper editor and writer ensured that I am able to write in a clear and concise manner, while maintaining correct grammatical structure. It also gave me the ability to work under pressure effectively, meeting deadlines while maintaining consistent quality.

Outside of the professional arena, serving as the Vice President of my apartment building's Board of Directors has given me an understanding of the importance of having professional and knowledgeable people working in government offices. My college course work in the fields of Political Science and Speech Communication has given me an interest in the functioning of government and the ability to communicate with others effectively.

I am excited about the opportunity to work with the City of Lauderdale and look forward to the opportunity to discuss the position with you further. I can be reached at (612) 379-7299 after 3:30 P.M., or any time at shannonrose99@hotmail.com. Alternately, I will plan on contacting you next week if I do not receive a response by Wednesday, March 22. Thank you for your time and consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Shannon Goyette". The signature is fluid and cursive, with the first name "Shannon" being more legible than the last name "Goyette".

Shannon Goyette

Shannon Goyette

700 10th Avenue SE

Apt. #5

Minneapolis, MN

55414

Phone: (612) 379-7299

E-mail: shannonrose99@hotmail.com

Skills

Excel, Word, PeopleSoft, Lexis, html, Typing 70wpm, 10-key

Education

1996-present University of MN, Twin Cities Minneapolis, MN

BA to be completed: *Speech Communication, Political Science*

Work experience

Mar. 1999-present Children's Hospitals Roseville, MN

Payroll Clerk

- ♦ Coding timecards to ensure correct payment
- ♦ Entering data efficiently and correctly into Peoplesoft
- ♦ Answering employee questions accurately and confidentially

Sept. 1999-present Children's Hospitals Roseville, MN

Accounts Payable Assistant

- ♦ Entering invoices into PeopleSoft quickly and accurately
- ♦ Contacting vendors about problematic invoices and statements

Aug. 1998-present Blaine Public Schools Blaine, MN

Assistant Debate Coach

- ♦ Teaching students speaking and presentation skills
- ♦ Creating and maintaining a filing system for thousands of complex files
- ♦ Researching various topics using a multitude of sources

Sept. 1998-Dec. 1999 MN Daily Minneapolis, MN

Editorial Page Editor, Editorial Board Member

- ♦ Writing at least one editorial per week on a pertinent issue
- ♦ Directing a weekly discussion to determine the paper's stances
- ♦ Editing other editorials to ensure correct AP and Daily style
- ♦ Supervising the research and timely completion of all editorials

References

Peter Gokey, Head Debate Coach, (612)374-0834

Susan Roberts, Accounts Payable Manager, (651) 855-2000

EMPLOYMENT APPLICATION

***** Complete application fully, even if information is duplicated in a resume. Falsified or misleading statements on this application may be grounds for disqualifying you from being further considered for employment with the City of Lauderdale. *****

How did you learn about this position? (Optional)

(Circle one)

Newspaper/Publication: Roseville Review Star Tribune Pioneer Press Cities Bulletin Other _____

Miscellaneous: Walk-in Posting Other _____

PERSONAL INFORMATION

First Name Shannon	Last Name Goyette	Middle Name Rose
Current Mailing Address 700 10th Ave. SE Apt. #5	City Minneapolis	State MN
Zip Code 55414	Phone Number (612) 379-7299	

Have you filed an application here before?

☒ NO

YES If yes, give date(s) _____

Have you ever been employed here before?

☒ NO

YES If yes, give date(s) _____

EMPLOYMENT DESIRED

Position Title deputy clerk	Date Available 4/1/00	Salary Required
Available to work: (Circle one)	<input checked="" type="radio"/> Full-time	<input type="radio"/> Part-time <input type="radio"/> Temporary <input type="radio"/> Seasonal

*****List the most recent (or current) employer first, then next most recent, and so forth.*****

WORK EXPERIENCE

Employer 1

May we contact this employer? ☒ YES NO If no, explain:

Employer Children's Hospitals and Clinics		Phone Number 651-855-2663
Address 2910 Centre Pointe Road Roseville, MN		Supervisor's Name and Title Sue Roberts ALP manager
Position Title ALP assistant	Description of Duties entering invoices accurately and quickly maintaining a complex filing system contacting vendors to fix problems with statements or invoices	
Length of Employment From: 9/99 To: present		
Last Pay \$12.00 Hours Worked		
Reason for Leaving not a permanent position		

WORK EXPERIENCE

Employer 2

May we contact this employer? ☒ YES NO If no, explain:

Employer Children's Hospitals		Phone Number 651-855-2250
Address see above		Supervisor's Name and Title Sue Sorenson payroll manager
Position Title payroll assistant	Description of Duties recording timecards correctly entering data accurately to ensure correct payment. answering employee questions efficiently and confidentially.	
Length of Employment From: 3/99 To: present		
Last Pay \$12.00/hr. Hours Worked		
Reason for Leaving not-very limited hours		

WORK EXPERIENCE

Employer 3

May we contact this employer? YES ☒ NO If no, explain: **my supervisor has left-see references**

Employer MN Daily		Phone Number
Address University Ave. Minneapolis, MN		Supervisor's Name and Title Chris Trejbal editorial page editor
Position Title editorial board member editorial board editor	Description of Duties writing pertinent, well-researched editorials editing other editorials for clarity, content, and correct style directing weekly discussions of current events to determine the paper's stance	
Length of Employment From: 9/98 To: 12/99		
Last Pay ~ \$7/hr. Hours Worked		
Reason for Leaving lost student status		

EDUCATIONDid you graduate from high school or receive a GED? ☒ YES NOName and Location of School/Program attended: Stillwater Area HS Stillwater, MN

Name and Location of College, University, or Technical School	Graduate?	Degree/Diploma	Area of Study
Univ. of MN - Twin Cities	YES <input checked="" type="radio"/> NO	will graduate 6/02	Speech Comm. Polit. Science
	YES NO		
	YES NO		

PERSONAL REFERENCES

Please list 3 people you have known for at least 1 year, not related to you, who can be contacted regarding your job-related qualifications.

Name	Present Address	Phone Number	Number of Years Acquainted
Sue Roberts	work: 2910 Centre Pointe Rd. Roseville, MN 55113	651-855-2663 work	1
Peter Gokey	home: 5025 University Ave. NE Columbia Heights, MN 55421	612-574-0834 home	6
Chris Trejbal	trejbal@valhalla.daily.uwn.edu		2.5

Are you 18 years or older? ☒ YES NOAre you legally eligible to work in the United States? ☒ YES NO

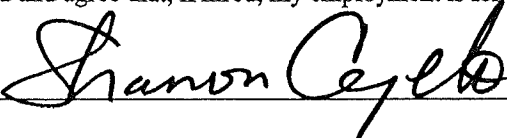
(Proof will be required if hired)

ACKNOWLEDGEMENT

I understand the City of Lauderdale has the right to verify information contained in this application. I authorize the City of Lauderdale and any agent acting on its behalf to investigate all statements contained in this application for employment and any addendum, including, but not limited to, my records maintained by an educational institution relating to academic performance (such as transcripts) as may be necessary to determine my eligibility for employment. Moreover, I hereby release the City of Lauderdale and any agent acting on its behalf from any and all liability by reason of requesting such information from any person or entity.

I certify that answers given herein are true and complete to the best of my knowledge and I understand that, if employed, falsified or misleading statements on this application and addendum or made during an interview, which may be discovered now or anytime in the future, shall be grounds for dismissal. I acknowledge that this document shall not be construed as a contract or offer of employment and understand and agree that, if hired, my employment is for no definite period and may be terminated at any time.

Signature



Date

3/16/00

IMPORTANT FACTS ABOUT INFORMATION ON YOUR APPLICATION

Certain information in this application is considered private; that is, it may be released only to you and agencies where you may be considered for employment. Information in this application that is defined by law as *public* may be released on request and includes: veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Your name is private data except when certified as eligible for appointment to a vacancy or when you are considered by the appointing authority to be a finalist for a position in public employment. (To comply with M.S. 13.43, Subd. 2 and Subd 3).

Private Data	Why We Ask For It?	Are You Legally Obligated To Provide It?	What May Happen If You Don't Provide It?
Name	To distinguish you from all other applicants.	Yes	Failure to provide may be cause for rejection of your application.
Address	To be able to send you correspondence.	Yes	Failure to provide may be cause for rejection of your application.
Home Telephone	To be able to contact you to arrange for an interview, if granted.	No	We may not be able to employ you in certain jobs where you may be required to come to work on short notice.

The City of Lauderdale does not discriminate on the basis of race, color, religion, creed, national origin, age, sex, disability, marital status, sexual orientation, status with regard to public assistance, membership in a local commission, or any other legally protected status in its hiring or employment practices.

City Council Memorandum

To:	Mayor and City Council
From:	Rick Getschow
Council Meeting Date:	March 28, 2000
Agenda Item:	Joint Powers Agreement for Police Services

BACKGROUND:

As was stated in the February 25, 2000 Friday report, the City of Saint Anthony City Council was considering the police contract that was proposed by Saint Anthony staff and agreed to by the Police Commission representatives from the City of Lauderdale and the City of Falcon Heights.

The Saint Anthony City Council approved the contract at the March 14, 2000 meeting. The draft of the contract that was approved and that is included in the packet is identical to the current contract that expires at the end of this year. It is proposing a 3.5% cost increase to the contract for 2001 and 2002. The cost increase for the police contract in 1999 and 2000 averaged 4.5%.

ENCLOSURES:

1. Draft of Joint Powers Agreement for Police Services

COUNCIL ACTION REQUESTED:

Motion to approve the Joint Powers Agreement for Police Services with the City of Saint Anthony for 2001-2002.



Administrative Offices

3301 Silver Lake Road, St. Anthony, Minnesota 55418-1699

(612) 789-8881

FAX (612) 781-9323

March 16, 2000

Rick Getschow
City Administrator
1891 Walnut Street
Lauderdale, MN 55113-5196

Dear Rick:

Enclosed are two copies of the Joint Powers Agreement for police services for 2001 and 2002. The St. Anthony City Council has approved the Agreement and signed it.

Please have both copies signed and return one fully signed copy for our files.
Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Mornson', with a long, sweeping horizontal line extending to the right.

Michael Mornson
City Manager

JOINT POWERS AGREEMENT FOR POLICE SERVICES

This is an Agreement made between the CITY OF ST. ANTHONY (St. Anthony) and the CITY OF LAUDERDALE (Lauderdale). This Agreement is made this _____ day of _____, 2000 and will commence on January 1, 2001.

I. PURPOSE

St. Anthony and Lauderdale have the power within their respective cities to provide for the prevention of crime and for police protection. Under Minnesota Statutes, Section 471.59, the cities may, by agreement, provide for the exercise of the police power by one city on behalf of the other city.

This Agreement establishes the basis upon which St. Anthony will provide police services for Lauderdale. St. Anthony will have full authority and responsibility to provide services in accordance with all enabling legislation under the laws of the State of Minnesota and the ordinances of Lauderdale. St. Anthony will provide feedback to the Lauderdale City Administrator and City Council on a regular and timely basis; and actively support the creation of a committee whose members come from both communities, and whose purpose is to review, monitor, and ensure a successful relationship between the two communities.

II. SERVICES

St. Anthony has agreed to provide Lauderdale with 24 hour police service, and to physically place a certified officer within the boundaries of Lauderdale 16 hours each day. This standard may not be met in those instances when an officer makes an arrest and transports a prisoner, during mutual aid, when providing a backup or in other similar situations. The expectation is that in normal circumstances, St. Anthony will provide at least 16 hours police presence each day within the City of Lauderdale.

Toward this end, St. Anthony agrees to have two certified police officers who, when on duty, shall be stationed within Lauderdale and whose priority will be Lauderdale.

III. LEVEL OF SERVICES

During the term of this Agreement, St. Anthony will provide to Lauderdale the same police service extended to persons and property within St. Anthony, and which shall include, but not be limited to, the services herein described:

24 hour patrol services with random patrolling of all residential and business areas;

16 hour police presence at minimum within the boundaries of Lauderdale;

Animal control services as provided within the City of St. Anthony;

Ordinance enforcement of all Lauderdale ordinances with special attention given to parking, winter and nuisance ordinances;

Ticketing at a minimum, but not limited to, two (2) hours of ticketing per month for traffic violations; and

Crime prevention programs that encourage community involvement and investment in the City.

IV. COSTS OF AGREEMENT

In consideration of the services provided under this Agreement, Lauderdale shall pay the City of St. Anthony \$213,578 in Agreement year 2001 for police services. That cost shall increase to \$221,053 in Agreement year 2002. This Agreement will be effective January 1, 2001 and will continue indefinitely unless canceled in accord with the procedure outlined in Section XIX of this Agreement. In consideration of services provided for under this Agreement, St. Anthony and Lauderdale shall establish the fee for these services on a biennial basis of May 15th of the even numbered year preceding each biennium.

V. METHOD OF PAYMENT

St. Anthony agrees to bill Lauderdale on a monthly basis and Lauderdale agrees to promptly remit payments to St. Anthony within 30 days.

VI. LIABILITY

St. Anthony shall be responsible for all liability incurred as a result of the actions of St. Anthony Police Officers under this Agreement and will hold Lauderdale, its officers and employees harmless for any liability resulting from actions of a St. Anthony employee and shall defend Lauderdale, its officers and employees, against any claim for damages arising out of St. Anthony's performance of this Agreement; provided, however, that if the claim, action or liability is one which is insured by

St. Anthony's liability insurer, Lauderdale and St. Anthony will each be responsible for 50% of any such claim, action or liability, or expenses relating thereto, including attorney's fees, to the extent not covered by the insurer because of a deductible amount under the policy (which deductible amount is \$10,000.00).

VII. ADMINISTRATIVE RESPONSIBILITY

The law enforcement services rendered to Lauderdale shall be under the sole direction of St. Anthony. The degree of services rendered, the standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulations and policies shall remain within the control of St. Anthony.

VIII. JOINT ADVISORY COMMITTEE

Both cities will appoint members to a joint advisory committee. The committee shall meet at least four (4) times each year to ensure the police service agreement is meeting the expectations of both cities. Any recommendations shall be strictly advisory.

IX. COMMUNICATIONS, EQUIPMENT, AND SUPPLIES

St. Anthony shall furnish all communication equipment and any necessary supplies required to perform the services which are to be rendered.

X. COOPERATION AND ASSISTANCE AGREEMENTS

Lauderdale shall be included in all cooperative agreements entered into by the St. Anthony Police Department with other police services units. St. Anthony agrees that it will not enter into any agreement for services with other communities which may adversely impact services to Lauderdale.

XI. HEADQUARTERS

Headquarters for services rendered to Lauderdale under this Agreement shall be located at offices owned or leased by St. Anthony, and the citizens of Lauderdale shall notify headquarters, or Ramsey County radio dispatch for services requested either in person or by some other means of communication.

XII. OFFICERS, EMPLOYEES OF THE CITY OF ST. ANTHONY

Officers assigned to duty in Lauderdale shall be employees of St. Anthony; therefore, all obligations with regard to workers compensation, PERA, withholding tax, insurance, etc. shall be the obligation of St. Anthony. Lauderdale shall not be required to furnish any fringe benefits or assume any other liability of employment to any officer assigned to duty within Lauderdale.

XIII. ENFORCEMENT POLICIES

Enforcement policies of St. Anthony shall prevail as the enforcement policies within Lauderdale. The enforcement policies of St. Anthony shall be provided in writing to Lauderdale.

XIV. ENFORCEMENT OF ORDINANCES OF THE CITY OF LAUDERDALE

St. Anthony officers assigned to duty within Lauderdale shall enforce Lauderdale's ordinances.

XV. ALL OFFICERS TO BE OFFICERS OF ST ANTHONY

The officers assigned duty within Lauderdale shall be provided authority to enforce the laws of that City by proper action to be taken by the Lauderdale City Council. The Chief of Police of St. Anthony shall furnish the names of all St. Anthony police officers to the Lauderdale City Administrator and all such officers shall be appointed police officers of that city.

XVI. OFFENSES

All offenses shall be charged in accordance with Lauderdale's ordinances when possible, otherwise, the charge shall be made in accordance with the laws of the State of Minnesota or the laws of the Federal Government.

XVII. COMMUNICATIONS

St. Anthony agrees to provide the Lauderdale Administrator with daily, weekly, monthly, and annual reports.

The St. Anthony Police Chief will regularly communicate with the Lauderdale City Administrator in order to ensure that Lauderdale is knowledgeable about any police activity in the City, and at the request of the Administrator the Police Chief will make presentations to the Lauderdale City Council.

XVIII. PROSECUTION

Lauderdale shall pay all costs of prosecution for all offenses charged within its boundaries or under its ordinances.

XIX. TERMS OF AGREEMENT

This Agreement is on-going. The parties agree to commence negotiations for a mutually agreeable annual cost on or before April 15th of even numbered years. Either St. Anthony or Lauderdale may terminate the Agreement by submitting a written notification of the intent to terminate to the City Administrator of Lauderdale and the City Manager of St. Anthony by May 15th of even numbered years that St. Anthony or Lauderdale intends to terminate the Agreement. Termination of this Agreement shall be effective on December 31st at 11:59 P.M. of the year that either St. Anthony or Lauderdale terminates the Agreement. From time to time other terms and conditions of this Agreement shall be reviewed and revised as St. Anthony and Lauderdale deem necessary.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT ON THE DATE SET FORTH BELOW.

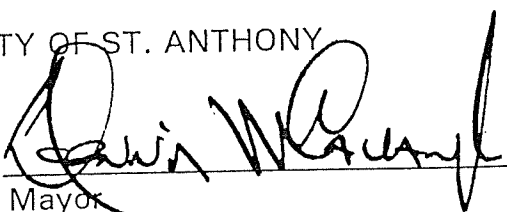
CITY OF LAUDERDALE

By: _____
Mayor

By: _____
City Administrator

Date: _____

CITY OF ST. ANTHONY

By:  _____
Mayor

By:  _____
City Manager

Date: March 14, 2000

City Council Memorandum

To:	Mayor and City Council
From:	Rick Getschow
Council Meeting Date:	March 28, 2000
Agenda Item:	Driveway Ordinance – Set a Date for Public Hearing

BACKGROUND:

During the past several months, the City Council has discussed the driveway and parking ordinances. A draft of the ordinance has been agreed upon as a chapter within the Zoning Ordinance, but the decision was made to approve and adopt this ordinance separately. This was due to the fact that the enforcement of this new ordinance will come before the possible revision to the overall Zoning Ordinance. Since the current driveway ordinance is separate and not a part of the current Zoning Ordinance, there is not an issue with this approach. Also, the parking ordinance needs revision due to the crossover with the driveway ordinance as it relates to front yard parking regulations.

The City Attorney has commented on the draft ordinance that is included in the packet. The Attorney recommends approval of the ordinance with minor revisions that still need to be made, such as specifically delineating in the ordinance the enforcement timetable and rationale. The final draft for approval will be in the Council packet for the meeting of the public hearing.

There is **not** a requirement for a public hearing with the revisions to these ordinances, but through past Council discussion it seems as if a public hearing on these ordinance revisions is the preferred option. Since the April 11, 2000 meeting is dedicated to work session and discussion issues, it is recommended that the public hearing occur at the April 25, 2000 meeting. Notice for the hearing can then be done in the second quarter newsletter due to be issued in early-mid April.

This agenda item is intended to set a public hearing date for the revisions, but the Council is encouraged to comment on the draft ordinance if there are further comments.

ENCLOSURES:

1. Draft of the Driveway Ordinance

COUNCIL ACTION REQUESTED:

Motion to set a time and a date for the first reading and public hearing for the revisions to the Driveway Ordinance and to the Parking Ordinance as Tuesday, April 25, 2000 at 7:30 p.m.

10-5-3: DRIVEWAY REQUIREMENTS

A. Purpose: The purpose of these requirements is to control the location and construction of driveways and curb cuts in order that traffic hazards be reduced and that adequate street drainage be maintained.

B. Scope: These requirements shall apply to all new driveway construction and to repairs and changes to existing driveways, except that setback requirements do not apply to existing driveways.

C. Driveway Permit Required: No driveway shall be constructed in any location without first obtaining a Driveway Permit.

D. Application and Site Plan for Driveway Permit: Any person desiring a Driveway Permit shall present a written application to the City Building Official describing the improvements to be made. This application shall be accompanied by a site plan drawn to scale showing the location of the driveway with respect to property lines, the width of the driveway, type of construction material used, driveway angle, distance between adjacent driveways, and, if applicable, the driveway's distance from a street intersection.

E. Driveway Permit Fees: The Driveway Permit fee shall be prescribed, from time to time, by City Council resolution on file with the City Administrator.

F. Driveway Construction Standards:

1. Surface: ~~Whenever a driveway is constructed, all that portion of the boulevard designated as~~ **All driveways shall be surfaced with one of the following materials:**

- a). A plant-mixed machine-laid bituminous material conforming to Minnesota Department of Transportation (MnDOT) Specification No. 2331, Mixed Designation 41WEA5055X, which have been approved by the City Engineer.

- b). Concrete specifications approved by the City Engineer may also be used for such driveway surfacing ~~at the property owner's risk.~~ **However,** should it subsequently become necessary to repair or replace such concrete surfacing **in the right of way area** in whole or in part, the owner of property serviced by such concrete driveway shall pay all costs of such repairs or replacements.

- c). Driveways existing on the date of the adoption of this Ordinance, may also be constructed of four inches (4") of crushed Class 5 limestone gravel compacted into place after initial excavation.

2. Width:

- a. Community Business (B-1), Neighborhood Business (B-2), and Industrial (I-1) Zones: Driveway widths, on site and at the curb cut, shall not exceed thirty six feet (36').
- b. Multiple Residential (R-3) Zones: Driveway widths on site and at the curb cut, shall not exceed thirty feet (30').
- c. Suburban Residential (R-1) And Urban Residential (R-2) Zones: Driveway widths ~~within the unimproved portion of the boulevard on site~~ and at the curb cut, shall not exceed twenty four feet (24').

3. Driveway Length: All street-accessed driveways shall provide access for vehicles to a parking space, carport, garage, dwelling or other structure in the side or rear of the property. Driveways existing on the date of the adoption of this Ordinance need not be directed to the side or rear of the property, but parking shall not be allowed in the public right of way.

4. Distance Between Driveways: The minimum distance between curbs of driveways shall be ten feet (10') in any R-2 and R-3 district, and twenty feet (20') in any B-1, B-2, and I-1 district.

5. Distance From Intersection: No driveway or curb cut shall be less than twenty feet (20') from any street intersection, except that in Industrial (I-1) Zones, the minimum distance shall be fifty feet (50').

6. Driveway Angle: The minimum driveway angle from a two (2) way access shall be ninety (90) degrees. The minimum driveway angle from a one-way street shall be thirty (30) degrees.

7. Setback: Driveways in any R-2, R-3, B-1, B-2, and I-1 district, except driveways which are shared by two (2) or more adjacent property owners, shall not be located within five feet (5') of any side or rear lot line. In the R-1 district, there is no setback requirement for driveways from the side yard lot line, but no part of the driveway may encroach onto neighboring properties.

8. Control Of Traffic: Where commercial land uses are adjacent to residential districts, driveways shall be located, whenever feasible, to reduce the amount of traffic entering residential areas.

9. Street Access: For properties having frontage on two streets, access shall be provided via the street with the least traffic wherever feasible in order to reduce the number of curb cuts on more heavily traveled streets.

10. State And County Highway Requirements: If the proposed driveway is to be constructed so that it opens onto any street designated as a State or County highway or street, all additional specifications of the appropriate highway departments will apply.

11. Shared Driveways: If two (2) or more driveways are shared, the portion of the driveway on each property shall comply with maximum driveway width requirements.

12. Licensed Contractor: All work done within the right of way of the street shall be done by a regularly licensed contractor under the supervision of the proper City employee.

G. Revocation of Permit: The permit issued may be revoked at any time after its issuance for failure to comply with the conditions of section or the directions of the City relative to the work covered by the permit.

City Council Memorandum

To: Mayor and City Council
From: Rick Getschow
Council Meeting Date: March 28, 2000
Agenda Item: Set a Date for Spring Clean-Up

BACKGROUND:

Each spring all properties in Lauderdale are inspected pursuant to Section 2-4-3 of Lauderdale City Code. The Code mandates that all properties in the city be inspected annually for violations that relate to public health and safety.

The part of the Code that the City Council must determine annually deals with the statement "that all premises within the City shall be cleaned up by such date as may be established by the City Council". Last year, the Council set May 17-21 as Clean-up week and May 24-28 as inspection week.

This year has witnessed an early spring and the City is already receiving calls from residents regarding nuisances. Under this scenario, staff is recommending that Spring Clean-Up occur earlier somewhat year.

COUNCIL ACTION REQUESTED:

Motion to set May 1-5 as Clean-Up Week and May 8-12 as Inspection Week.

