

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, MARCH 27, 2012
LAUDERDALE CITY HALL, 1891 WALNUT STREET

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

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the March 13, 2012, City Council Meeting
 - c. Claims Totaling \$22,036.56
4. **CONSENT**
 - a. PCIC Minutes
 - b. Park Use Request
 - c. Community Park Grill Replacement
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Annual Update from City Prosecuting Attorney
7. **PUBLIC HEARINGS**

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

8. **DISCUSSION / ACTION ITEMS**
 - a. Street Sweeping Quotes
 - b. Replacement Dump Truck Quotes
 - c. Mary Croteau Family Donation
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Union Contract
 - b. 2011 Audit Presentation
 - c. February Finances
 - d. Meeting with City Consultant Regarding Municipal Liquor Store

- e. City Logo Design Discussion – May 8
- f. Legislative Updates by State Senator John Marty and State Representative Mindy Greiling – TBD
- g. Emergency Management Round Table – May 22

12. **WORK SESSION**

- a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting 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 at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

- b. Planning for Spring Clean Up
- c. 2013 Police Contract

13. **ADJOURNMENT**

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

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March 13, 2012

Mayor Dains called the City Council meeting to order at 7:43 p.m.

Councilors present: Roxanne Grove, Lara Mac Lean, and Mayor Jeff Dains.

Councilors absent: Denise Hawkinson and Mary Gaasch.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Kevin Kelly, Deputy Clerk.

Mayor Dains asked for changes to the meeting agenda. There were no changes offered.

Councilor Mac Lean moved to approve the agenda. Councilor Grove seconded the motion and it passed unanimously.

Councilor Grove moved to approve the February 28, 2012, City Council meeting minutes. Councilor Mac Lean seconded the motion and it passed unanimously.

Councilor Mac Lean moved approval of the claims totaling \$86,480.70. Councilor Grove seconded the motion and it passed unanimously.

Councilor Grove moved the consent agenda approving 2012 rental housing and business licenses, the agreement with the City of Roseville for park and recreation services, and Personnel Policy revisions. Councilor Mac Lean seconded the motion and it passed unanimously.

The Council discussed supporting suburban Ramsey County efforts to organize as a Beyond the Yellow Ribbon community. Beyond the Yellow Ribbon groups support military personnel and their families after they return home from their deployment.

Councilor Mac Lean moved to approve Resolution 031312A – A Resolution Supporting the Effort of Becoming a Beyond the Yellow Ribbon Community. Councilor Grove seconded the motion and it passed unanimously.

The Council discussed replacement of the Public Works truck paid through the Capital Improvement Fund. Staff received a quote from Midway Ford, the state contract holder and Boyer Ford. The bid from Boyer Ford was lower than the state contract due to a greater trade in price for the current city truck. The City would take possession of the truck in about six months. The Council asked staff to look into the cost of other makes of public works vehicles:

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Lauderdale City Hall
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Councilor Grove moved to table the public works truck purchase until the next council meeting so staff can research other truck options. Councilor Mac Lean seconded to table the motion and it passed unanimously.

The Council discussed a letter and request sent by the daughter of Helen Lindstrom asking the City to wave the interest accrued on the deferred special assessment for 1921 Eustis Street.

Councilor Mac Lean moved to deny the waiver of accrued interest. Councilor Grove seconded the motion and it passed unanimously.

Butkowski reviewed the preliminary agenda for the next City Council meetings which included the 2013 Police Contract, a City Asset Dedication Policy, and the 2011 audit presentation. Representatives John Marty and Mindy Greiling are scheduled to address the Council on April 28, and an emergency management round table activity on May 22.

Mayor Dains explained the Council was moving into the work session. Work sessions are a continuation of the meeting but not aired on community television.

Mayor Dains asked if anyone present wished to address the Council. No one present addressed the Council.

Butkowski said a number of meetings regarding the municipal liquor store had happened since the last council meeting. City consultant Paul Bilotta contacted the property owners along the Larpenteur Avenue west of Eustis Street regarding their plans for their properties. They all expressed interest in working with the City or a developer if changes along the corridor were likely to happen.

City staff also spoke with Stacie Kvilvang from Ehlers regarding options for the financing of Larpenteur Avenue improvements and a municipal liquor store. At this point, she needs more financial information from BP to make an assessment.

The Liquor Store Committee also met for a briefing on developments and discussed options for the type of uses along Larpenteur Avenue that would be preferred. They reviewed photos from other developments as a first step in determining preferred layout and design feature options.

Finally, Butkowski and Bilotta met with Croix Oil (the owners of Lauderdale BP) again. Croix Oil continues to be interested in redeveloping their property and having the municipal liquor store as a tenant. Croix Oil is preparing financial information on the redevelopment of their site. Bilotta will be at the April 10 meeting to update the Council further.

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MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
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There being no further business on the council agenda, Councilor Mac Lean moved to adjourn the meeting. Councilor Grove seconded the motion and it carried. The meeting adjourned at 7:59 p.m.

Respectfully submitted,



Kevin Kelly
Deputy City Clerk

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

March 27, 2012 City Council Meeting

<u>Payroll</u>	
03/16/12 Payroll: Direct Deposit # 501341-501345	\$6,841.94
03/16/12 Payroll: Payroll Liabilities, e-payments #646E-648E	\$5,529.25
<u>Vendor Claims</u>	
03/27/12 Claims: Check #'s 21146-21157	\$9,665.37
SUBTOTAL	\$22,036.56

Total Claims for Approval	\$22,036.56
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CITY OF LAUDERDALE

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MARCH 2012

Check Amt Invoice Comment

10100 NORTH STAR CHECKING

Paid Chk# 000642E 3/2/2012 NORTH STAR BANK, CHECKING STMT

G 101-21703 FICA WITHHOLDING.	\$1,574.80	3/2/12 Payroll
G 101-21701 FEDERAL TAXES	\$1,022.31	3/2/12 Payroll
otal NORTH STAR BANK, CHECKING STMT	\$2,597.11	

Paid Chk# 000643E 3/2/2012 PERA

G 101-21704 PERA	\$1,524.22	3/2/2012 Payroll
Total PERA	\$1,524.22	

Paid Chk# 000644E 3/2/2012 ICMA RETIREMENT TRUST - 457

G 101-21705 ICMA RETIREMENT	\$1,415.52	3/2/2012 Payroll
Total ICMA RETIREMENT TRUST - 457	\$1,415.52	

Paid Chk# 000646E 3/15/2012 NORTH STAR BANK, CHECKING STMT

G 101-21703 FICA WITHHOLDING.	\$1,572.32	03/16/12 Payroll
G 101-21701 FEDERAL TAXES	\$1,019.71	03/16/12 Payroll
otal NORTH STAR BANK, CHECKING STMT	\$2,592.03	

Paid Chk# 000647E 3/15/2012 PERA

G 101-21704 PERA	\$1,521.70	3/16/2012 Payroll
Total PERA	\$1,521.70	

Paid Chk# 000648E 3/15/2012 ICMA RETIREMENT TRUST - 457

G 101-21705 ICMA RETIREMENT	\$1,415.52	3/16/12 Payroll
Total ICMA RETIREMENT TRUST - 457	\$1,415.52	

Paid Chk# 021128 3/13/2012 ABDO EICK & MEYERS LLP

E 101-41500-301 AUDITING	\$7,600.00	2011 Financial Auditing
E 601-49000-301 AUDITING	\$950.00	2011 Financial Auditing
E 602-49100-301 AUDITING	\$950.00	2011 Financial Auditing
Total ABDO EICK & MEYERS LLP	\$9,500.00	

Paid Chk# 021129 3/13/2012 APOLLO LOCKSMITH INC

E 101-43000-202 PERMENANT SUPPLIES	\$25.83	6 Allen Wrench Keys
Total APOLLO LOCKSMITH INC	\$25.83	

Paid Chk# 021130 3/13/2012 CINTAS

E 602-49100-425 CLOTHING	\$64.58	PW Clothing
E 601-49000-425 CLOTHING	\$64.58	PW Clothing
Total CINTAS	\$129.16	

Paid Chk# 021131 3/13/2012 CITY OF ROSEVILLE

E 101-41200-391 TELEPHONE/PAGERS	\$95.40	3/12 Phone Services
E 101-41200-306 CONSULTING FEES	\$398.75	3/12 IT Services
Total CITY OF ROSEVILLE	\$494.15	

Paid Chk# 021132 3/13/2012 CITY OF ST ANTHONY

E 101-42100-319 POLICE CONTRACT	\$49,672.42	3/12 Police Contract
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CITY OF LAUDERDALE

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MARCH 2012

			Check Amt	Invoice	Comment
Total CITY OF ST ANTHONY			\$49,672.42		
Paid Chk#	021133	3/13/2012 CROIX OIL			
E	602-49100-212	MOTOR FUELS	\$29.86		2/12 Motor Fuels
E	601-49000-212	MOTOR FUELS	\$29.86		2/12 Motor Fuels
E	101-43000-212	MOTOR FUELS	\$139.35		2/12 Motor Fuels
Total CROIX OIL			\$199.07		
Paid Chk#	021134	3/13/2012 GOPHER STATE ONE-CALL			
E	101-43400-386	GOPHER STATE ONE CALL	\$16.05		2/12 Locates
Total GOPHER STATE ONE-CALL			\$16.05		
Paid Chk#	021135	3/13/2012 HEWLETT-PACKARD CO			
E	101-41200-538	COMPUTER SOFTWARE & EQU	\$149.98		Computer Docking Station
Total HEWLETT-PACKARD CO			\$149.98		
Paid Chk#	021136	3/13/2012 HUGHES AND COSTELLO			
E	101-41500-300	LEGAL FEES - PROSECUTING	\$850.00		2/12 Legal Fees
Total HUGHES AND COSTELLO			\$850.00		
Paid Chk#	021137	3/13/2012 LMC			
E	101-41200-308	TRAINING/CONFERENCES	\$60.00		Safety and Loss Control Conf - HB,JB,KK
Total LMC			\$60.00		
Paid Chk#	021138	3/13/2012 MET-COUNCIL ENVIRONMENTAL SER.			
E	601-49000-387	WATER TREATMENT SERVICE	\$9,765.51		4/12 Wastewater Treatment
Total MET-COUNCIL ENVIRONMENTAL SER.			\$9,765.51		
Paid Chk#	021139	3/13/2012 MINNESOTA SECRETARY OF STATE			
E	101-41200-438	DUES & SUBSCRIPTIONS	\$120.00		Notary Application Fee - KK
Total MINNESOTA SECRETARY OF STATE			\$120.00		
Paid Chk#	021140	3/13/2012 RAMSEY COUNTY, PROP REC & REV			
E	101-42100-442	MISC	\$6.24		2/12 800 MHz radio licenses
E	101-42100-318	911 Dispatch	\$1,010.43		2/12 911 Dispatch
E	101-41200-355	MISC PRINTING/PROCESS SER	\$25.00		3/12 insurance benefits
G	101-21706	HEALTH INSURANCE	\$429.15		3/12 insurance benefits
Total RAMSEY COUNTY, PROP REC & REV			\$1,470.82		
Paid Chk#	021141	3/13/2012 SUBURBAN RATE AUTHORITY			
E	101-41100-438	DUES & SUBSCRIPTIONS	\$400.00		2012 Membership Dues
Total SUBURBAN RATE AUTHORITY			\$400.00		
Paid Chk#	021142	3/13/2012 US BANK, DEBT SERVICES			
E	304-47400-621	FILE MAINTENANCE CHARGES	\$431.25		2003A bond management contract
Total US BANK, DEBT SERVICES			\$431.25		
Paid Chk#	021143	3/13/2012 WASTE MANAGEMENT			
E	101-43000-384	REFUSE DISPOSAL	\$175.90		3/12 Refuse Disposal - Public Works

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MARCH 2012

			Check Amt	Invoice	Comment
Total WASTE MANAGEMENT			\$175.90		
Paid Chk#	021144	3/13/2012 XCEL ENERGY, CITY HALL			
E 101-43000-381	ELECTRIC		\$194.78		2/12 City Hall Utilities
E 101-43000-383	GAS UTILITIES		\$275.89		2/12 City Hall Utilities
Total XCEL ENERGY, CITY HALL			\$470.67		
Paid Chk#	021145	3/13/2012 XCEL ENERGY, STREET LIGHTING			
E 101-43000-381	ELECTRIC		\$46.68		2/12 Bridge Lights
Total XCEL ENERGY, STREET LIGHTING			\$46.68		
Paid Chk#	021146	3/27/2012 EUREKA RECYCLING			
E 203-50000-389	RECYCLING CONTRACTOR		\$2,248.95		2/12 Recycling Services
Total EUREKA RECYCLING			\$2,248.95		
Paid Chk#	021147	3/27/2012 HEWLETT-PACKARD CO			
E 101-41200-538	COMPUTER SOFTWARE & EQU		\$1,065.26		New Laptop - HB
Total HEWLETT-PACKARD CO			\$1,065.26		
Paid Chk#	021148	3/27/2012 INTEGRA			
E 101-41200-391	TELEPHONE/PAGERS		\$45.07		2/12 Fax Line
Total INTEGRA			\$45.07		
Paid Chk#	021149	3/27/2012 KENNEDY & GRAVEN			
E 101-41500-305	LEGAL FEES - CIVIL		\$320.00		2/12 Legal Fees - Muni Research
Total KENNEDY & GRAVEN			\$320.00		
Paid Chk#	021150	3/27/2012 NATIONSTAMPS			
E 101-41200-201	GENERAL SUPPLIES		\$37.65		Notary Stamp and Journal - KK
Total NATIONSTAMPS			\$37.65		
Paid Chk#	021151	3/27/2012 POSTMASTER - NEWSLETTER			
E 101-41200-203	POSTAGE		\$500.00		2Q2012 Newsletter Postage
Total POSTMASTER - NEWSLETTER			\$500.00		
Paid Chk#	021152	3/27/2012 PREMIUM WATERS, INC			
E 101-41200-208	WATER DELIVERY		\$19.53		2/12 Water Delivery
Total PREMIUM WATERS, INC			\$19.53		
Paid Chk#	021153	3/27/2012 PUBLIC EMPLOYEES INS PROGRAM			
G 101-21706	HEALTH INSURANCE		\$2,357.02		4/12 Health Benefits
Total PUBLIC EMPLOYEES INS PROGRAM			\$2,357.02		
Paid Chk#	021154	3/27/2012 SPRINT PCS			
E 101-43000-391	TELEPHONE/PAGERS		\$36.53		2/12 PW Cell Phones
E 601-49000-391	TELEPHONE/PAGERS		\$18.27		2/12 PW Cell Phones
E 602-49100-391	TELEPHONE/PAGERS		\$18.27		2/12 PW Cell Phones
Total SPRINT PCS			\$73.07		

CITY OF LAUDERDALE

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MARCH 2012

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Paid Chk# 021155 3/27/2012 STANTEC

E 601-49000-304	ENGINEERING	\$312.75	Eustis Street Report
E 602-49100-304	ENGINEERING	\$331.00	Conservation Act Report
E 101-48100-306	CONSULTING FEES	\$1,588.00	Municipal Liquor Store
Total STANTEC		\$2,231.75	

Paid Chk# 021156 3/27/2012 XCEL ENERGY, PARK & GARAGE

E 101-43000-381	ELECTRIC	\$25.80	2/12 PW & Warming House Utilities
E 101-45200-383	GAS UTILITIES	\$86.09	2/12 PW & Warming House Utilities
E 101-43000-383	GAS UTILITIES	\$86.10	2/12 PW & Warming House Utilities
E 101-45200-381	ELECTRIC	\$25.81	2/12 PW & Warming House Utilities
Total XCEL ENERGY, PARK & GARAGE		\$223.80	

Paid Chk# 021157 3/27/2012 XCEL ENERGY, STREET LIGHTING

E 101-43000-380	STREET LIGHT UTILITY	\$543.27	2/12 Street Lights
Total XCEL ENERGY, STREET LIGHTING		\$543.27	

10100 NORTH STAR CHECKING \$94,708.96

Fund Summary

10100 NORTH STAR CHECKING

101 GENERAL	\$79,494.08
203 RECYCLING	\$2,248.95
304 03 ST/UTIL IMP DEBT SERVICE	\$431.25
601 SEWER UTILITIES	\$11,140.97
602 STORM SEWER ENTERPRISE FUND	\$1,393.71
	<u>\$94,708.96</u>

CITY OF LAUDERDALE

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Payments

Current Period: MARCH 2012

Batch Name	031612pyroll	Payment	Computer Dollar Amt	\$5,529.25	Posted
Refer	2567	<u>NORTH STAR BANK, CHECKING S</u>	<u>Ck# 000646E</u>	<u>3/15/2012</u>	
Cash Payment	G 101-21703	FICA WITHHOLDING.	03/16/12	Payroll	\$1,572.32
Invoice					
Cash Payment	G 101-21701	FEDERAL TAXES	03/16/12	Payroll	\$1,019.71
Invoice					
Transaction Date	3/15/2012	Due 0	NORTH STAR CHE	10100	Total \$2,592.03
Refer	2568	<u>PERA</u>	<u>Ck# 000647E</u>	<u>3/15/2012</u>	
Cash Payment	G 101-21704	PERA	3/16/2012	Payroll	\$1,521.70
Invoice					
Transaction Date	3/15/2012	Due 0	NORTH STAR CHE	10100	Total \$1,521.70
Refer	2569	<u>ICMA RETIREMENT TRUST - 457</u>	<u>Ck# 000648E</u>	<u>3/15/2012</u>	
Cash Payment	G 101-21705	ICMA RETIREMENT	3/16/12	Payroll	\$1,415.52
Invoice					
Transaction Date	3/15/2012	Due 0	NORTH STAR CHE	10100	Total \$1,415.52

Fund Summary

	10100	NORTH STAR CHECKING	
101 GENERAL			\$5,529.25
			<u>\$5,529.25</u>

Pre-Written Checks	\$5,529.25
Checks to be Generated by the Computer	\$0.00
Total	<u>\$5,529.25</u>

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u> March 27, 2012 </u>
Special <u> </u>	ITEM NUMBER <u> PCIC Minutes </u>
Public Hearing <u> </u>	STAFF INITIAL <u> Jim </u>
Report <u> </u>	APPROVED BY ADMINISTRATOR <u> </u>
Discussion/Action <u> </u>	
Resolution <u> </u>	
Work session <u> </u>	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Attached are the minutes from the Park & Community Involvement Committee meeting of March 19, 2012.

OPTIONS:

- 1) Approve as consent item.
- 2) Remove from consent for discussion.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

COUNCIL ACTION:



MINUTES
MONDAY, MARCH 19, 2012
PARK & COMMUNITY INVOLVEMENT COMMITTEE

1. CALL TO ORDER 6:31 p.m.
2. ROLL CALL

Members Present: Trygve Hansen, Monica Gallagher
Members Absent: Marilyn Smith, Nicole Johnson
Staff & Council Present: Jim Bownik
Others Present:

3. APPROVAL OF THE AGENDA

A quorum was not present to approve the agenda.

4. APPROVAL OF MINUTES OF JANUARY 9, 2012 MEETING

A quorum was not present to approve the minutes.

5. REPORTS

A. Playground Update

Bownik updated the Committee on the playground improvements. The playground equipment and surface is scheduled for installation as soon as the frost is out of the ground. It is anticipated to be completed by the beginning of May. The Committee also discussed the theft of equipment, police report, replacement parts, and insurance claim.

6. DISCUSSION/ACTION

A. Garage Sale Planning #1/1 (Saturday, May 19)

The Committee planned the City-Wide Garage Sale with no changes from the previous year. The Lions Club is sponsoring a bike drive the same day with the premise that people can donate their bikes to a good cause if they aren't able to sell them at their garage sales.

B. June & July Music Under the Trees Planning #1/2

The Committee began planning the Music Under the Trees events. Bownik presented the Committee three options to resolve the music licensing issue. The Committee recommended to not purchase music licenses with the idea of booking musicians that hold the copyrights to their music or play music already in the public domain. This means we will have new groups this year. Hansen suggested staff include information about the music licensing issue in the next newsletter.

3/19/12 PCIC Minutes

7. OTHER BUSINESS

8. SET PRELIMINARY AGENDA FOR NEXT MEETING

Hansen read the preliminary agenda for the next meeting.

9. SET DATE FOR NEXT MEETING

The committee meets on Mondays at 6:30 p.m. The next meeting will be Monday, June 4 at 6:30 p.m.

10. ADJOURNMENT

The meeting adjourned at 7:01 p.m.

Respectfully submitted,

Jim Bownik
Assistant City Administrator
PCIC Staff Liaison

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date March 27, 2012
ITEM NUMBER City Park Application
STAFF INITIAL KK
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City has received one application for use of the park. Since the group is larger than 30 people, per city ordinance, council approval is required. The application from Roseville Area Schools for the ECFE Picnic is attached for your review. I always tell groups which want to use multiple park facilities they are expected to share them with other users when they are not using them.

OPTIONS:

- A) Approve the request to use the park.
- B) Do not approve the request.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves use of Lauderdale City Park by the Roseville Area Schools on May 10.

COUNCIL ACTION:

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113
Phone: (651) 792-7650 Fax: (651) 631-2066

RESIDENT APPLICATION FOR USE OF COMMUNITY PARK

APPLICANT INFORMATION:

Name: Anne Feider Address: 1698 EUSTIS ST 651-487-4378

City: Lauderdale State: MN Zip: 55113 Telephone No.: 651-641-1886

Name of Organization (if applicable): Roseville Area Schools' ECFE Picnic
Secondary resident: Yvonne Ward 1787 Carl St 651-646-6590

PARK USE INFORMATION:

Date of Picnic Shelter Use: Th 5-10-12 Hours Used: 4:30 - 7:30 pm

* Number attending: 100+ * Note: Groups of 30 or more must receive council approval

Other park facilities may be reserved (circle all that apply):

Ball Field / East or West Tennis Court / East or West Basketball Court / Hours Used: 5:30 - 7:30 pm
closest to pavilion

Volleyball Court / Paved Hockey Rink (Summer) / Ice Skating Rink (Winter) Hours Used: _____

(Winter Skating Rinks can only be reserved from 9-10 p.m. when open skating ends at 9 p.m.)

BY SIGNING THIS APPLICATION, THE APPLICANT AGREES TO THE FOLLOWING:

- The applicant will clean up the area after the event has occurred. Please bring your own garbage bags and take garbage with you when you go.
- The park facilities may not be used for advertisement of products, goods, or services, or for personal profit.
- The proposed event may not unreasonably interfere with the general public use of the park, or with the safe and orderly movement of traffic on streets surrounding the park.
- The applicant is aware of a parking lot on Roselawn Avenue which includes spaces for people with disabilities.
- The applicant understands that the park opens at 8 a.m. and closes at 10 p.m.
- The applicant understands that no intoxicating liquor may be present or consumed at the park.
- The applicant agrees to carry a copy of the approved application form with them as proof of reservation.
- If the applicant experiences problems with the facilities, the applicant shall contact City Hall during office hours, or Ramsey County Dispatch after hours at 651-767-0640.
- The applicant understands that the renter/users of Lauderdale park facilities at all times indemnify, defend, and hold harmless the City of Lauderdale, Minnesota, its officers, employees, and contractors from and against any and all claims, damages, losses, and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Lauderdale facilities. Furthermore, renter/users may be required to provide a certificate of insurance naming the City as an additional insured.

Anne Feider
Applicant's Signature

Anne Feider
Applicant's Printed Name

3-15-12
Date

FOR OFFICE USE ONLY:

Date Application Received: 3-19-12 Approved By: JB

Fees Received: _____ Check #: _____ Receipt #: _____ Damage Deposit Check #: _____

Temporary Non-Intoxicating Liquor License Granted? NO If so, date Council granted: 3-27-12

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u>March 27, 2012</u>
Special <u> </u>	ITEM NUMBER <u>Replace Large Grill</u>
Public Hearing <u> </u>	STAFF INITIAL <u>Jim</u>
Report <u> </u>	APPROVED BY ADMINISTRATOR <u> </u>
Discussion/Action <u> </u>	
Resolution <u> </u>	
Work session <u> </u>	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The large grill and post at the park was purchased in 1998 for \$539 (\$445 plus shipping and sales tax). It has deteriorated over the years due to weathering and heavy use. Thus, it has rusted out and needs replacement. The post is fine, so staff proposes to purchase a replacement grill top, which will bolt to the existing post.

The cost of the grill top only (without post) is \$816.20 (\$650.70 + shipping and sales tax).

OPTIONS:

- 1) Authorize staff to order a replacement grill.
- 2) Do not authorize staff to order a replacement grill.

STAFF RECOMMENDATION:

- 1) Authorize staff to order a replacement grill not to exceed \$1,000.

COUNCIL ACTION:



Playgrounds Fun & Easy!™

QUOTATION

To: City of Lauderdale
1891 Walnut St
Lauderdale, MN 55113

Date: March 21, 2012

Contact: Jim
Phone: 651-792-7650
Cell:
Fax:
Email: jim.bownik@ci.lauderdale.mn.us

Project: Replacement Grill

We are pleased to provide the following quotation on items supplied by **Little Tikes Commercial Play Systems**

<u>Qty.</u>	<u>Item</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extension</u>
1	2-6326	Assembly top for 216-X Black Grill		\$650.00
1	2-1042	Nut Hex ZN 3/8"		\$0.20
1	1247900	SP1247900 Screw Cap 3/8 x 1.0 Hex Head		\$0.50

* Prices supply only - Installation not included

Sub Total	\$ 650.70
Freight	\$ 113.00
Tax 6.875%	\$ 52.50
Total	\$ 816.20

IMPORTANT INFORMATION:

- ◆ Quotation is valid for: 30 Days
- ◆ Freight based on shipment to Lauderdale, MN
- ◆ Shipment can currently be made in 3 - 4 Weeks upon order entry
- ◆ Terms: 30 Days Net Invoice.
- ◆ Pricing based on above quantities – any changes may require a revised quotation.
- ◆ **Orders will be placed upon receipt of a Purchase Order or your signed acceptance of this quotation.**
- ◆ **Purchase Orders should be made out to PlayPower LT, Inc.**

Thank You!

Flanagan Sales, Inc.

Sue Ayers

Project Manager

ACCEPTED BY: _____

DATE: _____

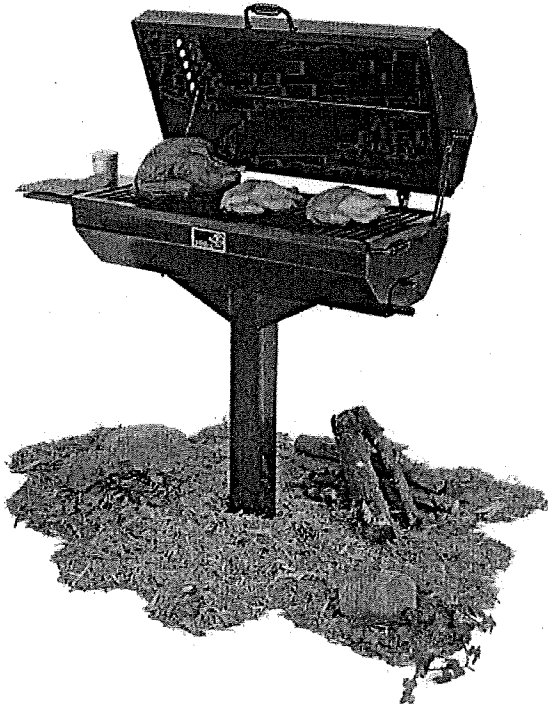
Search Products

SEARCH

Products Browse 216-X Covered Cooker

216-X Covered Cooker

Product No
100001095



Description

Covered pedestal grill provides 527 sq. inches of cooking space

[Request Catalog](#)

[Buyer's Guide](#)

[Success Stories](#)

[Green Initiatives](#)

[Safety Standards](#)

[Quality Assurance](#)

Enter zipcode



LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date March 27, 2012

ITEM NUMBER City Attorney

STAFF INITIAL 

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Periodically, Katrina Joseph, the city's prosecuting attorney, updates the Council on issues affecting Lauderdale. This time I asked Katrina to provide us a perspective on what her job entails. For example, I asked her to describe such things as:

- How often do you appear in Court for the City?
- What are the most common violations?
- What is the usual outcome?
- How often are the accused Lauderdale residents?

I think it will be incredibly interesting and I hope you think so as well.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date March 27, 2012

ITEM NUMBER Street Sweeping Quotes

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff solicited quotes from four companies for street sweeping services to take place in spring and fall. Quotes were returned by Mike McPhillips and Reliakor Services. They are attached for your review.

In the past, the price difference between Mike McPhillips and Reliakor was small so staff recommended contracting with Mike McPhillips. Staff believes they do a better job of sweeping the *entire* roadways and picking up debris when compared to the quality of the job done by Reliakor a couple of years ago. This year, Reliakor's quote is \$4,200 compared to Mike McPhillips' quote of \$5,075. I explained the City's expectations to John Finstad from Reliakor this week. He said they would be able to meet them within the price quoted.

OPTIONS:

The City Council may choose either vendor to perform the work.

STAFF RECOMMENDATION:

Motion to approve _____ to perform the 2012 spring and fall street sweeping at a cost not to exceed _____.

COUNCIL ACTION:

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: 651.792.7650 Fax: 651.631.2066

February 16, 2012

The City of Lauderdale is requesting quotations for the following work to be performed: street sweeping of all City streets & alleys and two County Roads; Eustis Street from Roselawn Ave. south to Larpenteur Ave. and Roselawn Avenue from Walnut Street east to Fulham Street and the City Hall parking lot. The sweeping shall occur once in the spring for the City streets and City Hall Parking Lot and once in the fall to also include the County Roads described above. This is approximately 5 miles of streets.

Spring work to be completed on or before April 26, 2012.

Fall work to be completed on or before October 18, 2012.

PROCEDURE

1. First day of work must be a Tuesday, Wednesday, or Thursday. No street sweeping shall be done on Mondays.
2. Day 1: sweep streets curb to curb and all paved surfaces of the alleys.
3. Day 2: clean up remaining areas not swept.
4. All sweepings must be hauled away.

CITY TO PROVIDE

1. Posting of "no parking" street signs.
2. Hydrants for water.
3. Street map of Lauderdale.
4. Daily supervision of areas to be swept.
5. Space to park sweeper overnight at city garage.

RECEIVED
FEB 15 2012

BY:

CONTRACTOR TO PROVIDE

1. Affidavit of insurance - prior to start date.
2. Daily copy of operator's report.

Quotes must be received at City Hall by 4:30 p.m. Thursday, March 15, 2012. The City reserves the right to accept or reject any quotation for any reason.

Company Name: Reliskor Services

Address: 8600 Hansen ave

City Shakopee State MN Zip 55379

Phone 952-403-1440 Fax 952-403-1441

Equipment	Cost per hour
Sweeper (Type: <u>Pelican</u>)	<u>76⁰⁰</u>
Dump Truck	<u>84⁰⁰</u>
Total not to exceed (including labor):	<u>\$ 4,200⁰⁰</u>

Signature: [Signature] Date: 3-15-12

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: 651.792.7650 Fax: 651.631.2066

February 16, 2012

The City of Lauderdale is requesting quotations for the following work to be performed: street sweeping of all City streets & alleys and two County Roads; Eustis Street from Roselawn Ave. south to Larpenteur Ave. and Roselawn Avenue from Walnut Street east to Fulham Street and the City Hall parking lot. The sweeping shall occur once in the spring for the City streets and City Hall Parking Lot and once in the fall to also include the County Roads described above. This is approximately 5 miles of streets.

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4. Daily supervision of areas to be swept.
5. Space to park sweeper overnight at city garage.

CONTRACTOR TO PROVIDE

1. Affidavit of insurance – prior to start date.
2. Daily copy of operator's report.

Quotes must be received at City Hall by 4:30 p.m. Thursday, March 15, 2012. The City reserves the right to accept or reject any quotation for any reason.

Company Name: Mike McPhillips, Inc.

Address: 825 Concord Street North

City South St. Paul State MN Zip 55075

Phone 651-451-4030 Fax 651-451-4015

<u>Equipment</u>	<u>Cost per hour</u>
Sweeper (Type: _____)	<u>87.00</u>
Dump Truck	<u>77.00</u>
Total not to exceed (including labor):	<u>\$5,075.00</u>


Signature: *Michael Edge*

Date: 2/20/2012

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent	_____
Public Hearing	_____
Discussion	<u> X </u>
Action	<u> X </u>
Resolution	_____
Work Session	_____

Meeting Date	<u>March 27, 2012</u>
ITEM NUMBER	<u>Replacement Dump Truck</u>
STAFF INITIAL	<u></u>
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Since the last meeting, staff learned that Burnsville Dodge and Polar Chevrolet hold the state truck contracts. Burnsville would be a ways to go for service and warranty work, so staff looked into purchasing through Polar Chevrolet. They said the state contract for Chevrolet is about to expire so we would need to wait for the 2013 model year contract pricing to come out.

The options before the Council are to reconsider the Ford quotes or wait for 2013 pricing for Chevrolet and Ford. I have attached the state contract pricing from Midway and the quote from Boyer Ford again, should the Council wish to go that route.

OPTIONS:

1. Decide whether to accept one of the Ford quotes or wait for 2013 model year pricing.

STAFF RECOMMENDATION:

Motion to approve purchase of a replacement dump truck and plow from Boyer Ford Trucks at a price not to exceed \$35,000.

COUNCIL ACTION:

Prepared For:
Mr. Dave Henricks
City of Lauderdale
Lauderdale, Minnesota

Prepared By:
Josh Tenney
Boyer Ford Trucks
2425 Broadway St NE
Minneapolis, Minnesota, 55413
Phone: 612-378-8000
Fax: 612-627-5551



Selected Options

2012 Ford F-350 Chassis

4x4 SD Regular Cab 141" WB DRW XL (F3H)

Vehicle Snapshot

Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel)
Transmission: TorqShift 6-Speed Automatic w/OD
Rear Axle Ratio: Limited Slip w/4.30
GVWR: 13,300 lb Payload Package

Code	Description	Class	MSRP
F3H	Base Vehicle Price (F3H)	STD	32,535.00
Packages			
640A	Order Code 640A (996) Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel) : E-85. Includes engine idle meter.; (44P) Transmission: TorqShift 6-Speed Automatic w/OD : Includes SelectShift, range select and tow/haul feature.; (X37) 3.73 Axle Ratio; (STDGV) GVWR: 13,300 lb Payload Package; (TBK) Tires: LT245/75Rx17E BSW AS (6); (64K) Wheels: 17" Argent Painted Steel (6) ; Hub covers and center ornaments not included.; (A) HD Vinyl 40/20/40 Split Bench Seat : Includes center armrest, cupholder and storage.; (587) Radio: AM/FM Stereo w/Digital Clock : Includes 2 speakers.	OPT	NC
Powertrain			
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 (Flex-Fuel) E-85. Includes engine idle meter. Torque: 397 ft.lbs. @ 4179 rpm.	INC	Included
44P	Transmission: TorqShift 6-Speed Automatic w/OD Includes SelectShift, range select and tow/haul feature.	INC	Included
X4L	Limited Slip w/4.30 Axle Ratio	OPT	350.00
STDGV	GVWR: 13,300 lb Payload Package	INC	Included
Wheels & Tires			
TBK	Tires: LT245/75Rx17E BSW AS (6)	INC	Included
64K	Wheels: 17" Argent Painted Steel (6) Hub covers and center ornaments not included.	INC	Included
Seats & Seat Trim			
A	HD Vinyl 40/20/40 Split Bench Seat	INC	Included

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.
Reference: CT05202083 11/14/2011

Selected Options Continued

Prepared For: Mr. Dave Henricks
 Prepared By: Josh Tenney
 Dealership: Boyer Ford Trucks

Code	Description	Class	MSRP
<i>Includes center armrest, cupholder and storage.</i>			
Other Options			
PAINT	Monotone Paint Application	STD	N/C
141WB	141" Wheelbase/60" Cab to Axle	STD	N/C
473	Snow Plow Prep Package <i>Includes heavy duty alternator, pre-selected springs (see Order Guide Supplemental Reference for springs/GAWR of specific vehicle configurations). NOTE 1: Restrictions apply; see Supplemental Reference or Body Builders Layout Book for details. NOTE 2: Also allows for the attachment of a winch.</i>	OPT	85.00
587	Radio: AM/FM Stereo w/Digital Clock <i>Includes 2 speakers.</i>	INC	Included
Interior Colors For : Primary w/XL (reg)			
AS	Steel	OPT	N/C
Primary Colors For : Primary w/XL (reg)			
DX	Dark Blue Pearl Metallic	OPT	N/C
Vehicle Subtotal			\$32,970.00
Fuel Charge			\$0.00
Destination			\$995.00
Vehicle Subtotal (Including Destination)			\$33,965.00

\$24,472 Chassis Bid Price
 a 8,490 9' Dump w/ Receiver Tube
 s 4,920 8.5' Hinerer Plow

\$37,882 = Price Before Trade
 (\$7,000) Trade : 1999 Ford F350 Dump

\$30,882 Trade Difference
 2,007 Sales Tax
 120 License
 43 Title
 20 Transport Tax
 75 Document Fee

\$33,147 58
 Total Due

Prices and content availability as shown, are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. Reference CT05202063 11/14/2011

TRUCK UTILITIES, INC.



2370 English Street St. Paul, Minnesota 55109-2098 (651) 484-3305 (651) 484-0076 FAX

[BOYER TRUCKS]
 [JOSH TENNEY]

Date: 3-1-11
 Customer Ref: City of
 Terms: Lauderdale
 Quote Valid For:
 F.O.B. Point:
 Delivery:
 Telephone:
 Contact:

We are pleased to quote the following:

ONE (1) KNAPHEIDE CONTRACTOR BODY

- 9' Long
- 96" wide
- 7 ga. Floor (crossmember-less) with 7" longills
- 16" high 12 ga. Fold down sides
- Bulkhead with window
- 22" high quick release double acting tailgate, double panel
- Tapered top rail
- Side board pockets
- LED clearance lights, automotive wire harness
- Double acting electric hoist
- Finish painted black (factory)

Installed including rear mud flaps.....	\$7690.00
5/8" Pull plate, 2" receiver hitch tube, 7 prong RV socket.....	\$ 800.00
HINIKER SNOW PLOW, 8 1/2' steel straight blade.....	\$4,920.00
LEO SNOW PLOW: TU 9' straight blade.....	\$6,000.00

Handwritten note: } \$8,490

Please call if I may be of further help
 Thank you,

Jeri Manos

Your truck equipment specialists



CORPORATE HEADQUARTERS: 8150 Pillsbury Avenue South, Bloomington, MN 55420-3686 - Phone: (952) 888-2525 - Fax: (952) 858-7159 - Website: www.aspenequipment.com

Cust Name: Boyer Trucks
 Contact: Josh Tenney
 Phone: 612-627-5514
 Fax:

Quote Number:
 BOYER TRUCKS-28-WES-10962-15-59-v1

Quote Date: 2/23/2012

Aspen Equipment is pleased to offer the following quotation for your consideration

Qty	Part/Spec Number	Description	Installed
1	6.012 UTPP85	Western 8'6" Pro Plus Series steel	\$4,308.00
		Western UTPP85 8'6" Ultra-Mount Pro Plus snow plow Blade width 8'6" Blade height 31.5" Blade gauge is 12 GA steel Four (4) lip springs Pivotal bar Two (2) shock absorbers Torsion bar Eight (8) vertical ribs Angling rams are 1-1/2" x 12" Plow width at full angle is 7'4" Approximate weight of plow is 936 lbs Two (2) cast iron disc shoes 1/2" x 6" high carbon steel cutting edge Blade guides	
1	6.044 62220	Western 9' Rubber deflector	\$244.00
1	6.06 44282	Western Western backdrag 8 1/2" MVP Pro Plus' Req Bolt Kit from Below	\$334.00
1	6.064 29351	Western Western Backdrag Bolt Kit Pro Plus	\$23.00

City of Lauderdale

Quote Sub Total: \$4,907.00

Submitted by,

Estimated Sales Tax: \$0.00

Kevin Dessart

612-437-0447

Total: \$4,907.00

• Equipment Specifications subject to change

• FOB Bloomington, MN (Unless otherwise specified)

• Quote valid for 30 days from date of quotation

• Any chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price. ** Aspen Equipment reserves the right to add any applicable Manufacturer's Steel Surcharges to this quotation.

Exhaust Systems: With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT. Due to evolving designs, Aspen Equipment can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment does not warrant that quoted products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of quoted products. Aspen Equipment will make every reasonable effort to ensure that installations are completed without additional charges to the customer.

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



tswanson@rosevillemidwayford.com

Fax # 651-638-4880

Travis Swanson
 651-343-5212

C-41 Contract # 36177

F350 4X4- Regular Cab-Cab and Chassis (DRW) 60" Cab to Axle

Vehicle will include the following required OEM equipment if not part of standard base package.

Standard

Automatic Transmission
Upfitter Switches
AM/FM Radio
40 Gal Fuel Tank

Cab Lights
Air Conditioning
Wide Load/Trailer Tow Type Mirrors

Options	Code	Price	Select	Exterior Colors		Select
LT245/75r17E AT	TBM	\$100	X	Dark Blue Pearl Metallic	DX	x
Limited Slip Diff	X4N	\$280	X	Vermillion Red	F1	
Snow Plow Prep Pkg	473	\$68	X	Green Gem	W6	
Trailer Wiring	531	\$124	X	Pale Adobe Metallic	LQ	
Back-up Alarm	76C	\$100	X	Tuxedo Black Metallic	UH	
Reading Steel 9' Dump Body		\$9,000	X	Sterling Grey Metallic	UJ	
Hitch with wiring		\$925	X	Ingot Silver Metallic	UX	
Western 8'6" Pro Plus Plow		\$4,700	X	Oxford White	Z1	

Interior Colors		Cost	Select
Steel only - color for XL			
Extended Service Contracts			
5yr/100000m CC F350 Gas 4x2		1220	
5yr/100000m CC F350 Gas 4x4		1545	
5yr/100000m CC F350 Diesel 4x2		1630	
5yr/100000m CC F350 Diesel 4x4		2000	

Option Total \$14,917

	Totals
Base Price	\$22,523.76
6.2 Gas	
Options Price Totals	\$14,917.00
Trade-In	-\$4,500.00
Transit Impr Excise Tax	\$20.00
Tax Exempt Lic	\$51.50
Sales Tax (6.5%)	\$2,141.15
Document fee (If Midway is titling)	\$75.00
Sub total per vehicle	\$35,228.41
Number of Vehicles	1
Grand Total for all units	\$35,228.41

More time and mileage options available
 You must have a active FIN code to participate in this purchase contract : FIN code #
Purchase Order required prior to order placement
 Payment due upon agreed vehicle acceptance

Name of Organization _____
 Address _____
 City, State, Zip _____
 Contact Person/ Phone # _____
 Contact's e-mail address and fax # _____

Acceptance Signature _____
 Print Name and Title _____ Date _____

Roseville Midway Ford Trade Evaluation Cey

Date _____

Stock # _____

Salesperson Commerant

Vehicle History- By Customer

1. Purchased Vehicle New Used _____
 Purchase Date Liquidator

2. Name(s) On Title DU
 Is It A Salvage Title?
 Yes _____ No

3. Has Vehicle Had Major Mechanical Repairs (>\$500)? Yes _____ No
 Type Of Repair _____ Date _____
 _____ Date _____

4. Has Vehicle Had Major Body Damage (>\$1000)? Yes _____ No
 Type Of Damage Body Date _____
 _____ Date _____

5. The Following Repairs Are Needed Cab
Wet front Springs New Power Brakes

6. Previous Maintenance History:
 Frequency Of Oil Changes Time
 Frequency Of Tire Rotations Good
 When Were The Brakes Serviced _____
 When Was Transmission Serviced _____
 When Was The A/C Serviced _____

7. Is There An Extended Warranty On Your Vehicle? Yes _____ No _____

8. Has Your Vehicle Been Rust Proofed?
 Yes _____ No _____

9. Does Windshield Need Repair/Replacement?
 Yes _____ No _____
 Do You Have Glass Insurance Coverage?
 Yes _____ No _____

Customer Signature _____

Date _____

C U S T O M E R I N F O	Customer Name <u>City of Lauderdale</u>																
	Address _____																
	City, State, Zip _____																
	Phone () _____																
	Year <u>99</u> Make <u>Ford</u>																
	Model <u>F350</u> Series <u>XL</u>																
	Ext Color <u>Blue</u> Interior <u>Blue</u>																
	Mileage <u>27,328</u> Over 100,000 Yes _____ No <input checked="" type="checkbox"/>																
	Plate # _____ Exp <u>1</u> Mo Year																
	VIN <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>1</td><td>F</td><td>D</td><td>W</td><td>F</td><td>3</td><td>7</td><td>S</td><td>2</td><td>X</td><td>F</td><td>F</td><td>3</td><td>7</td><td>4</td><td>1</td><td>3</td> </tr> </table>	1	F	D	W	F	3	7	S	2	X	F	F	3	7	4	1
1	F	D	W	F	3	7	S	2	X	F	F	3	7	4	1	3	

O P T I O N S	Transmission: <input checked="" type="checkbox"/> Automatic _____ Manual _____
	P Windows _____ P Locks _____ ABS _____ CD _____
	Roof _____ P Seat _____ <input checked="" type="checkbox"/> 4X4 _____ DVD _____
	Cruise _____ P Mirrors _____ <input checked="" type="checkbox"/> AC _____ Alloys _____
	Tilt _____ Keyless _____ Leather _____
	4 Cyl _____ 6 Cyl _____ 8 Cyl _____ Diesel <u>6.8</u> Liters
	Other <u>V-10</u>

R E C O N D I T I O N I N G	Exterior <u>Reson Panel</u>	\$ <u>1500</u>
	Interior <u>Recent</u>	\$ <u>200</u>
	Tires <u>Good</u>	\$ _____
	Brakes <u>Good</u>	\$ _____
	Glass <u>GOOD</u>	\$ _____
	Mechanical <u>Rear Right Spring Broken</u>	\$ <u>450</u>
	Inspection <u>Gas Rusted</u>	\$ _____
	Detail <u>Clean</u>	\$ _____
	Other _____	\$ <u>2000</u>

B U Y E R I N F O	Buyer _____ Date _____
	Amount <u>\$4500</u> <u>6500 Fixed</u>
	Manager <u>[Signature]</u> <u>\$2000</u> <u>\$1500</u> <u>APFS</u>

9' Dump Body Pass 8'0" Straight

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date March 27, 2012

ITEM NUMBER Croteau Memorial

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Mary Croteau was the PCIC chair and active city resident for many years before she died in January 2005. Her daughter Kate contacted me recently to discuss having a memorial in the park for her mother. She asked whether the tennis courts could be dedicated to her mother or whether the family could have a memorial bench in the park. She did some research and proposes donating a bench similar to the model described in the packet.

The City does not have a formal bench donation or city asset naming policy. I included information from Prior Lake so you can see what another city does. The City Council could accept a bench donation just as it has other donations (by resolution). She is asking the City to install it so there would be some cost to the City for concrete (\$200-\$300). If the Council would like to consider naming the courts after Mary, staff should draft a policy first so that the process of naming a city asset is clear.

OPTIONS:

Discuss how the Council would like staff to respond to Kate Andris. Based upon the discussion, we will determine what the next steps are.

STAFF RECOMMENDATION:

COUNCIL ACTION:

Heather Butkowski

From: Kate Andris [kandris@vil.woodridge.il.us]
Sent: Monday, February 27, 2012 4:04 PM
To: Heather Butkowski
Cc: 'kglgrrbg@comcast.net'
Subject: Bench in Memory of Mary Toot- Croteau
Attachments: 118-60-q01 Kate Andris.pdf; 10155 - Andris Memorial Quote.pdf; PLAQUE-014413A.pdf

Hi Heather,

After contacting a few surrounding communities, I discovered that DuMor site furnishings is a company most of them use based out of St. Louis Park. Attached is a quote, dimension and pictures of the both the bench and the plaque. I was hoping that the Public Works crew would be willing to install the bench and set it in some type on concrete. I would like to chat on this soon so I can put down a deposit and get the ball rolling. Also, as an aside, if the concept is approved and we are able to move forward, I would like to have a dedication ceremony including the dedication of the tennis courts. The best time for me to do this would be Labor Day weekend. Please let me know your thoughts and I look forward to hearing from you.

Thanks,

Kate Andris
Management Analyst
Woodridge Police Department
P:630-719-4729
F: 630-719-1866



Proposal

Date: 2/22/2012

Quote#: 10155

CONTACT: Kate Andris

PHONE: 651-245-2099

FAX: _____

E-MAIL: Kate.andris@gmail.com

SHIP TO: Please Advise

BILL TO: Please Advise

Please make PO's & Contracts out to:

Flagship Recreation, LLC
 5607 Cedar Lake Rd S
 St. Louis Park MN 55416
 763.550.7860 - Office
 763.550.7864 - Fax

Please remit payment to:

Flagship Recreation, LLC
 5607 Cedar Lake Rd S
 St. Louis Park MN 55416

We are pleased to submit this proposal to supply the following items:

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED AMT
1	118-60/S-2	6' STL Bench, 2Arms, Plates	\$1,445.00	\$ 1,445.00
1	Plaque 014413	2" x 10" x 1/4" zinc plaque, installed	\$285.00	\$ 285.00
		Lead time is about 4-6 weeks		\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

SIGNATURE BELOW ACCEPTING THIS PROPOSAL WILL CONSTITUTE AS A PURCHASE ORDER ONLY UPON APPROVAL BY FLAGSHIP RECREATION, CUSTOMER RECEIPT OF AN ORDER ACKNOWLEDGEMENT CONSTITUTES SUCH APPROVAL.

Freight	\$350.00
Subtotal	\$ 2,080.00
7.275% Sales Tax	\$151.32
Installation	
TOTAL	\$ 2,231.32

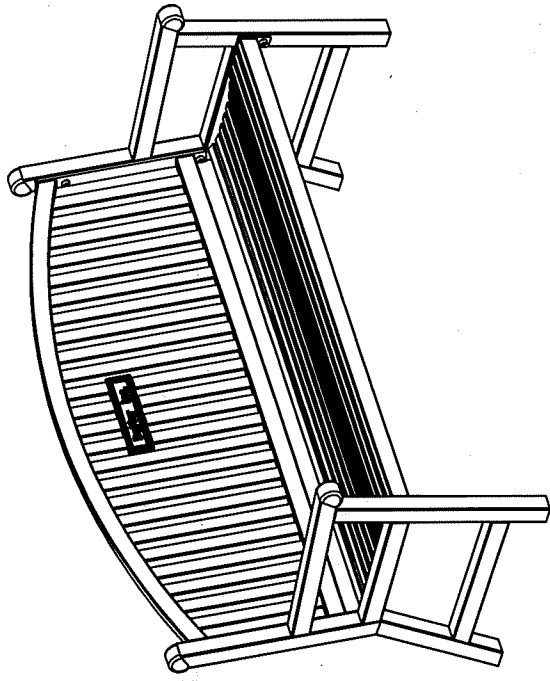
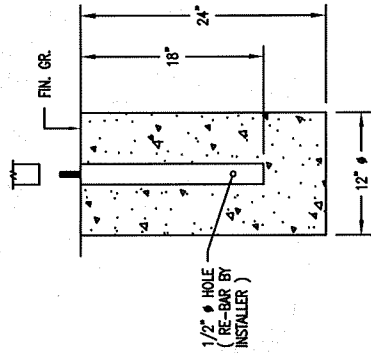
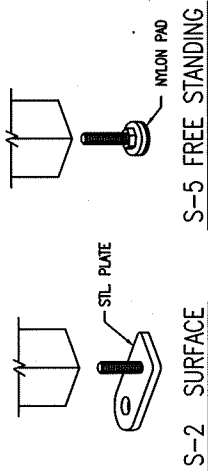
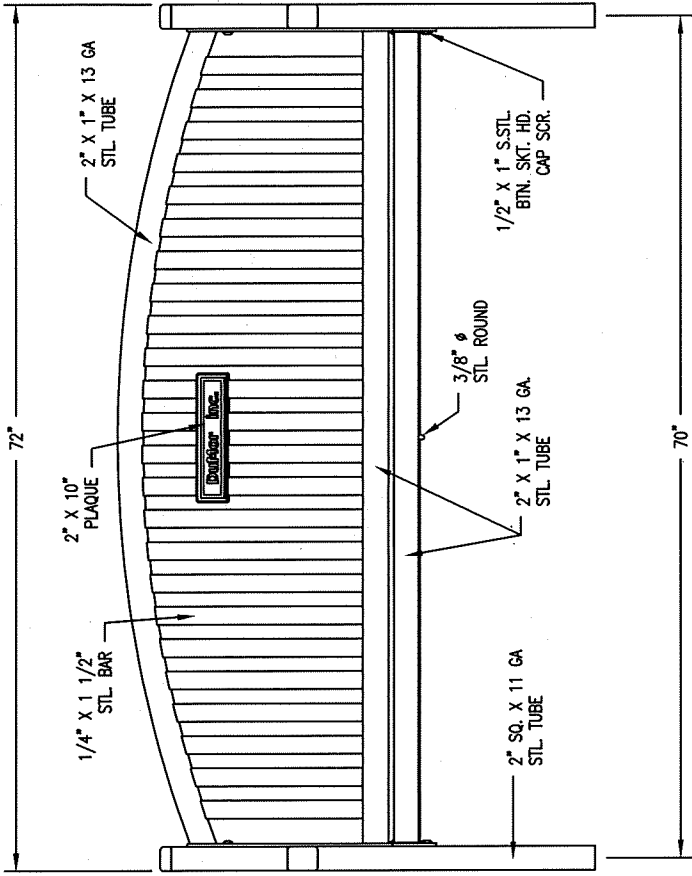
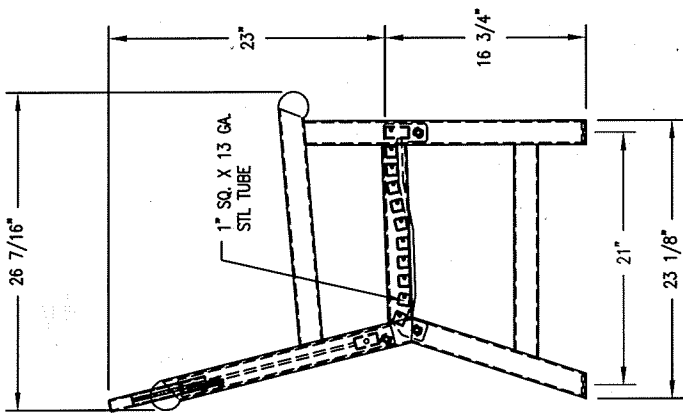
ACCEPTED BY CUSTOMER _____ DATE _____

PRINT NAME _____

Suzanne Carter, Flagship Recreation _____ 2/22/12
 PROPOSED BY: _____ DATE

This proposal is presented by:

**Terms: 50% deposit due at time order placed.
 Balance - Net 15 days 1.5% finance charge on remaining balance**



NOTES:

- 1.) ALL STL. MEMBERS COATED W/ ZINC RICH EPOXY THEN FINISHED W/ POLYESTER POWDER COATING.
- 2.) ALL WELDS CONT. THEN GROUND SMOOTH.
- 3.) BENCH SHIPPED UNASSEMBLED.
- 4.) 1/2" X 3 3/4" EXPANSION ANCHOR BOLTS PROVIDED FOR S-2 OPTION.

S-1 EMBEDMENT



DuMor, inc.
P.O. Box 142 Mifflintown, PA 17059-0142

DATE DRAWN : 05/11/99

DRAWN BY : JSB

DATE REV. :

REV. BY :

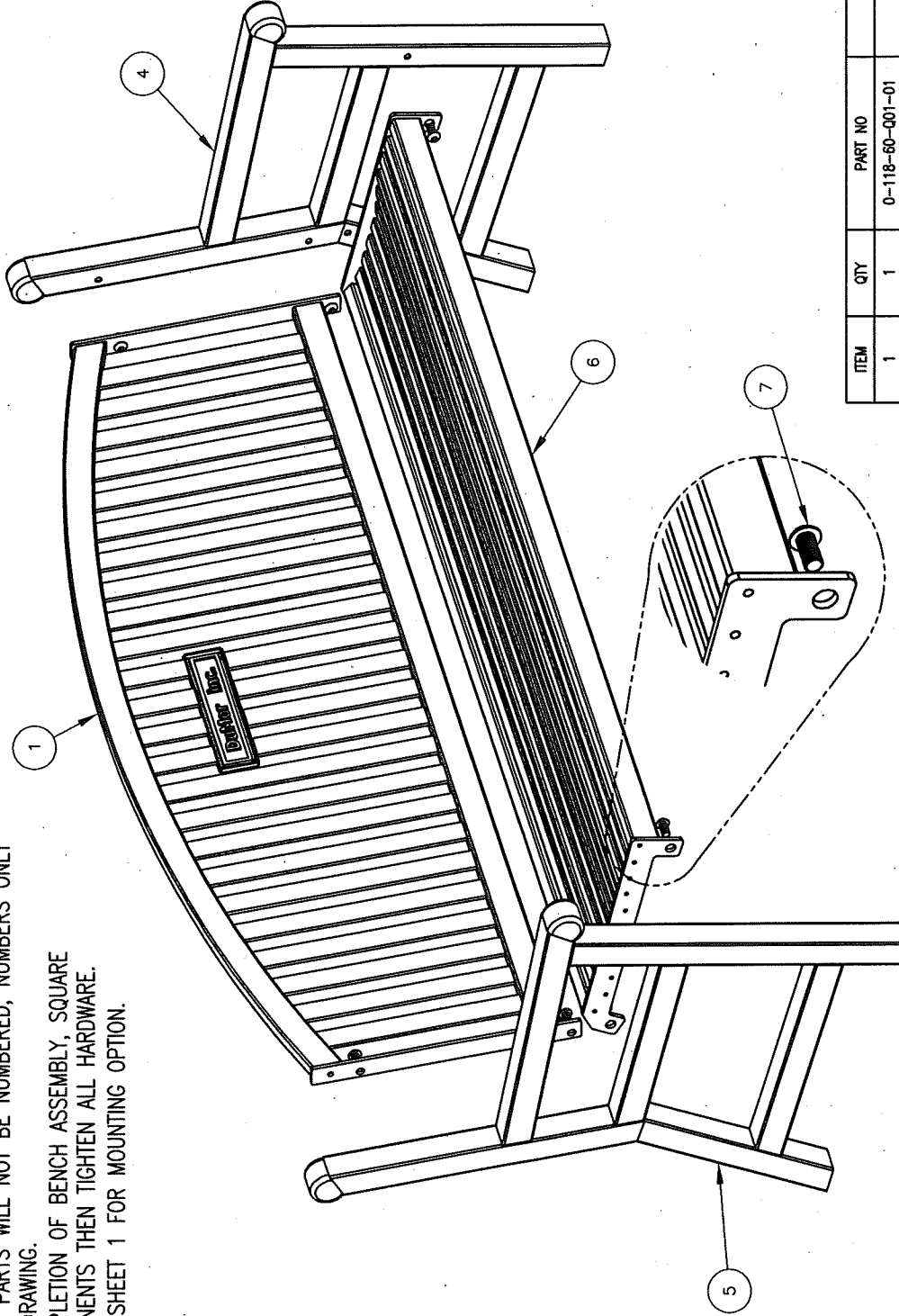
BENCH
FOR 2" X 10" PLAQUE

REVISION A

DRAWING NUMBER 118-60-Q01 SH1

NOTES:

- 1.) DURING ASSEMBLY DO NOT COMPLETELY TIGHTEN HARDWARE.
- 2.) THE ACTUAL PARTS WILL NOT BE NUMBERED, NUMBERS ONLY APPLY TO DRAWING.
- 3.) UPON COMPLETION OF BENCH ASSEMBLY, SQUARE ALL COMPONENTS THEN TIGHTEN ALL HARDWARE.
- 4.) SEE SPEC. SHEET 1 FOR MOUNTING OPTION.



(FOR S-1 OPTION)

(FOR S-2 OPTION)

(FOR S-2 OPTION)

(FOR S-5 OPTION)

ITEM	QTY	PART NO	DESCRIPTION
12	1	K-ANC0860-4	1/2" X 3 3/4" SS ANCHOR KIT (4PC)
13	1	K-BC0816-8	1/2" CAP HARDWARE KIT (8PC)
14	1	K-GL0824-4	1/2" X 1 1/2" GLIDE KIT (4PCS)

TOOLS REQ'D
3/4" WRENCH
5/16" ALLEN WRENCH

DRILL & 1/2" MASONRY DRILL BIT
FOR S-2 OPTION ONLY

DATE DRAWN : 11/03/08

DRAWN BY : ESS

DATE REV. :

REV. BY :

ITEM	QTY	PART NO	DESCRIPTION
1	1	0-118-60-001-01	6' STL BACK FOR 2X10 PLAQUE
2	4	0-94-00-02/S-1	EMBEDMENT EXTENSION
3	4	0-94-00-02/S-2	SURFACE MOUNT FOOT PAD, PC
4	1	0-94-00L-01	STL LEFT END SUPPORT
5	1	0-94-00R-01	STL RIGHT END SUPPORT
6	1	0-94-60-04	6' STL SEAT
7	8	1-12-056	1/2" X 1" SS BTN SKT HD CAP SCR
10	4	5-48-078	1/2" X 1 1/2" SWIVEL GLIDE

TITLE

INSTALLATION

REVISION

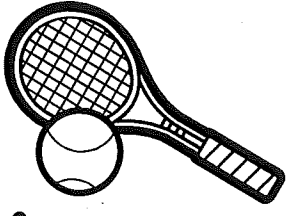
A

DRAWING NUMBER

118-60-Q01 SH2

DuMOR, inc.
P.O. Box 142 Mifflintown, PA 17059-0142

In Loving Memory of Mary Toot-Croteau



- APPROVED
- APPROVED AS NOTED
- REJECTED

BY DATE _____

INTERNAL USE ONLY
PLQ ORDERED:
SO/REP:
ITEM:
QTY:
EST:

DuMor[®]
SITE FURNISHINGS

PLAQUE-014413A-04

2/27/12

2" X 10" PLAQUE

PLAQUE NOT TO SCALE

Order Form

Item	Quantity	Unit Price
Total Price		

Name: _____

Address: _____

Phone: _____

Method of Payment: Check

Cash

Plaque Information: _____

Signature: _____

The City of Prior Lake will confirm your order:

City of Prior Lake Maintenance Center
 17073 Adelman Street
 Prior Lake, MN 55372-1714
 Phone (952) 447-9830
 Fax: (952) 440-9678

Working Together to Preserve Your Memories

Prior Lake Maintenance Center
 17073 Adelman St. SE
 Prior Lake, MN 55372-1714



Park Bench & Tree Dedication Program



Park Bench & Tree Dedication Program

Working Together to Preserve Your Memories

What is the Memorial Program?

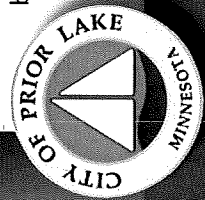
The Park Bench & Tree Dedication Program allows friends and relatives to honor the memory of a loved one with a unique park bench or tree dedication in one of Prior Lake's beautiful parks.

Planting a tree or dedicating a park bench provides a lasting remembrance in honor of a loved one and enhances the meaning of a bench or tree for park visitors. The gift is also a valuable contribution to the community's park system.

People of all ages visit Prior Lake's system of trails, athletic fields, facilities and playgrounds everyday, and the city hosts numerous concerts, wedding receptions and other community gatherings. Whatever the reason, your generous gift will be recognized and appreciated by visitors for decades to come.

How Does the Program Work?

The City of Prior Lake is responsible for the installation and maintenance of your gift. A tree will be planted, cared for and replaced should it become damaged or diseased. If you want to participate in the planting of the tree, the City will provide assistance.



Prior Lake City Hall

4646 Dakota St. SE Prior Lake MN 55372

www.cityofpriorlake.com

How do I Participate?

To have a tree planted or park bench dedicated to a loved one, simply fill out the order form on this brochure and deliver it, or mail it to:

**Prior Lake Maintenance Center
17073 Adelmann St.
Prior Lake, MN 55372-1714**

A Prior Lake Public Works maintenance staff member will call you back to get the process started.

For more information about the Park Bench & Tree Dedication Program, contact the Prior Lake Maintenance Center at (952) 447-9830.



Park Benches:

The City of Prior Lake will provide a concrete bench pad and secure the six-foot bench. The engraved plaque is attached to the bench's backrest.

METAL-COATED BENCH \$850
6 x 4-INCH ENGRAVED PLAQUE \$200



Trees:

The City of Prior Lake plants the trees which are 2- to 3-inches in diameter. A secure ground stake with the engraved plaque is placed next to the tree.

Available tree species include Crabapple, Elm, Hackberry, Hawthorn, Linden, Maple, Oak, Kentucky Coffee Tree.

2- TO 3-INCH DIAMETER TREE \$250
6- x 4-INCH ENGRAVED PLAQUE \$200
24-INCH SECURE GROUND STAKE \$55

**POLICY
FOR THE NAMING AND RENAMING OF CITY STREETS,
PARKS, FACILITIES, STREETS WITHIN PARKS, AND PUBLIC PLACES**

INTRODUCTION

The City desires that the selection of a proper name for City streets, parks, facilities, streets within a park or public place be done through a thoughtful process by which all submissions will receive careful consideration. For this reason, the procedures and guidelines contained herein have been adopted.

RESPONSIBILITY

The renaming of City streets, a park, facility, street within a park, or public place is the responsibility of the City Council. The City Council will normally act on a recommendation that has been considered by appropriate City staff and Advisory Committee who may at their option appoint other members to temporarily serve to assist with a specific naming.

RENAMING OF STREETS WITHIN THE CITY

The naming of streets within the City of Prior Lake is initially completed as part of the development process. Consideration of applications for renaming City streets shall be processed by City staff and the Planning Commission with the input of public safety officials and the public input as necessary. The Planning Commission shall submit its recommendations on renaming applications to the City Council for final determination. This policy does not pertain to the extension of existing streets or those proposed to be connected later. Streets in the latter category shall take on the name of the current street.

EXISTING PARKS, FACILITIES, STREETS WITHIN PARKS AND PUBLIC PLACES

Any park, facility, street within a park, or public place named prior to the approval of this policy shall retain the name previously given.

RENAMING PARKS, FACILITIES, STREETS WITHIN PARKS AND PUBLIC PLACES

Prior to the completion of a park development or comprehensive redevelopment, a working name may be used to label a park, street within a park, or public space for identification and reference purposes. Future facilities shall continue to be named in accordance with this procedure. Once a park, facility, street within a park, or public place is named in accordance with this procedure, it will retain that name, unless an application is submitted, considered by the Parks Advisory Committee, and recommended for renaming to the City Council.

If a facility is renamed by the City Council, any such name shall remain in effect for a minimum of five years. The City staff and Parks Advisory Committee shall be responsible for considering any application for a name change consistent with this policy, and making a recommendation to the City Council.

PROCEDURE

The following procedure will be followed for the renaming of City streets, naming parks, streets within parks and public places:

- (1) The City staff, City Council, Advisory Body or City resident may make an application for the renaming of a street, park, facility, street(s) within a park, or public place.

- (2) City staff collects a list of potential names by soliciting public input from neighborhood groups and residents in the area, the general public, and City staff. This list will be formulated based on the criteria contained herein. In the event that the renaming is in response to a petition where a name has been proposed, City staff shall determine if it is appropriate to solicit additional names, or to consider only the proposed name submitted.
- (3) The Advisory Committee established in accordance with this policy will review the list of potential names and discuss each name and its relative merits. Potential names may be added or eliminated from the list at this time. A recommendation may be made at this or any subsequent meeting of the Advisory Committee.
- (4) The recommended name together with the rationale therefore, will be provided in a report for placement on the next City Council meeting agenda. If the City Council does not approve the recommended name, it may refer the question back to the City staff or Advisory Committee with direction.

RENAMING CRITERIA

The naming or renaming of a City street, park, facility, street within a park and a public place will be considered if one of the following criteria is met:

- (1) The neighborhood changes and the primary users have submitted a petition for a name change that contains at least 51% of the households within a ¾ mile radius.
- (2) An individual or organization contributed a significant portion of the costs of renovation of a park facility or public area.
- (3) Renaming can occur for an individual living or dead who has significantly served or contributed to the community. In order to be considered for such an honor, the person should have completed at least ten years of public or community service. There should be a waiting period of at least six months from termination of service, or six months from the death of the individual.

CRITERIA FOR POTENTIAL NAMES

Submitted names for a street, park, facility, street within a part or a public place must meet one of the following criteria:

- (1) Names that reflect the major subdivision in which the street, park or public place is contained or which it is to serve.
- (2) Names that acknowledge local historical events, persons or significant benefactors.
- (3) Named after a resident or other individual, living or deceased, who has obtained local or national prominence via significant contribution in any field or endeavor.
- (4) Names that acknowledge major financial contributions which made acquisition or property and/or development possible.
- (5) Names that honor an individual living or dead who has significantly served or contributed to the community. In order to be considered, the person should have completed at least ten years of public or community service. There should be a waiting period of at least six months from termination of service, or six months from the death of the individual.

SUBMISSION GUIDELINES

Submission of names for City streets, parks, facilities and public places will be made on forms provided for that purpose. The completed forms should be returned to staff within the timeline set forth in the notification.

NOTIFICATION PROCESS

The committee shall meet at the direction of the City Council. Such direction will be given at a City Council meeting.

FINAL DETERMINATION

The City Council reserves all rights in the naming or renaming of all City streets, parks, facilities, streets within parks, and public places.

**APPLICATION FOR NAMING OR RE-NAMING
A STREET, PARK, FACILITY, STREET WITHIN A PARK,
OR PUBLIC PLACE**

Applicant Name: _____

Address: _____

City/State/Zip Code: _____

Phone: _____

(Please check one)

RE-NAME EXISTING

Current Name: _____

Proposed Name: 1. _____

2. _____

NAMING NEW

Location: _____

Proposed Name: 1. _____

2. _____

Please describe rationale for proposed name or re-naming of this park, facility, street within a park, or public place:

(attach additional forms, if needed)

Please return completed application to:

City of Prior Lake
ATTN: Kelly Meyer
4646 Dakota Street SE
Prior Lake, MN 55372

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date March 27, 2012
 ITEM NUMBER Spring Clean Up
 STAFF INITIAL AB
 APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

When the Council adopted the rental housing license ordinance in 2006, the Council also adopted the International Property Maintenance Code (IPMC). That was the first time the City had regulations regarding property maintenance (peeling paint, rotting boards, broken windows etc.) in effect. That helped improve the exterior appearance of the rented homes and some property owners had to tear down garages that were in very poor condition.

In December 2007, the Council updated the nuisance ordinance and adopted some building maintenance and appearance standards (see attached section of city code). Before the City did spring inspections, the state supreme court issued a ruling involving the City of Morris that basically took away cities' right to enforce maintenance standards not defined in the building code (like paint, rotting boards, broken windows etc.) on rented property and called into question the City's ability to enforce the new nuisance regulations on the owner occupied homes.

The court decision did not impact the City's ability to send nuisance letters for things like rank growth, noxious weeds, unlicensed vehicles, and brush and garbage accumulation. However, those letters drew complaints from letter recipients that thought their neighbor's dilapidated garage was a bigger deal than their pile of brush. I would try to explain the situation but residents would get frustrated because it seemed unfair.

The legislature spent a couple of sessions trying to hammer out a deal to clarify the outcome of the Morris case and finally did that in 2010. The new language isn't super clear but Katrina feels the City has the legal authority to enforce the nuisance code provisions adopted in 2007.

We did not have a deputy clerk during the 2010 and 2011 summers so I worked with Dave to address the most egregious nuisance issues. We now have a deputy clerk again to handle the code enforcement program. Code enforcement is time consuming; I expect Kevin could spend about half of his time working on code enforcement this summer. Even devoting that much time to code enforcement, staff cannot enforce all the provisions of the building maintenance section of the nuisance ordinance. For tonight's discussion, staff is asking the Council to clarify what should be staff's focus this year.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff prepared a slideshow of some of the issues that we will show during the Council meeting. I have probably heard the most complaints about peeling paint over the last few years. The complaints stem from a couple of really rough looking houses but there are quite a few garages in a similar state. Since enforcing building maintenance standards is new, staff could be very generous in terms of giving people ample time to come into compliance and try to match residents with organizations that might be able to help them (the local churches, Boy/Girl Scouts, 4-H etc.) I drafted an article staff could put in the newsletter to encourage residents to help each other out.

At this point, staff just needs to know how the Council would like us to proceed. Katrina will be staying for the work session to answer questions related to the lawsuits and how the City can enforce the nuisance ordinance (see attached memo). Let me know if you have any questions in advance of the meeting.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

4-6-17 BUILDING MAINTENANCE AND APPEARANCE.

A. Declaration of nuisance. Buildings, fences and other structures that have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood are declared to be public nuisances because they (a) are unsightly, (b) decrease adjoining landowners and occupants' enjoyment of their property and neighborhood, and (c) adversely affect property values and neighborhood patterns.

B. Standards. A building, fence or other structure is a public nuisance if it does not comply with the following requirements:

1. No part of any exterior surface may have deterioration, holes, breaks, gaps, loose or rotting boards or timbers.

2. Every exterior surface that has had a surface finish such as paint applied must be maintained to avoid noticeable deterioration of the finish. No wall or other exterior surface may have peeling, cracked, chipped or otherwise deteriorated surface finish on more than 20% of:

a. Any one wall or other flat surface; or

b. All door and window moldings, eaves, gutters, and similar projections on any one side or surface.

3. No glass, including windows and exterior light fixtures, may be broken or cracked, and no screens may be torn or separated from moldings.

4. Exterior doors and shutters must be hung properly and have an operable mechanism to keep them securely shut or in place.

5. Cornices, moldings, lintels, sills, bay or dormer windows and similar projections must be kept in good repair and free from cracks and defects that make them hazardous or unsightly.

6. Roof surfaces must be tight and have no defects that admit water. All roof drainage systems must be secured and hung properly.

7. Chimneys, antennae, air vents, and other similar projections must be structurally sound and in good repair. These projections must be secured properly, where applicable, to an exterior wall or exterior roof.

8. Foundations must be structurally sound and in good repair.

Spring Clean Up

Spring came early this year! Many residents are cleaning up their yards and preparing for what we hope will be a beautiful summer.

After residents have time to clean up their properties in April, city staff will notify residents of any city code violations remaining on their property in May. This year notices will be sent to residents that have homes and garages with 20% or better paint loss. This standard helps prevent accelerated deterioration of siding and helps maintain property values as properties are more aesthetically appealing.

Homeowners that receive notices from the City will be given ample time to complete their painting projects. Residents that feel they may have difficulties completing the projects should notify City staff within two weeks of receiving the letter. The City will try to match residents with community organizations that may be willing to help residents come into compliance.

We also encourage neighbors to help neighbors. We all take pride in Lauderdale's small-town charm. Helping your neighbors reinforce those connections.

Projects not completed by the deadline will still be subject to the penalties laid out in city code. If we work together, however, those remedies should not be necessary. Please call City Hall with any questions.

HUGHES & COSTELLO
Attorneys at Law
1230 Landmark Towers
345 St. Peter Street
St. Paul, Minnesota 55102
TELEPHONE: (651) 227-8427
FACSIMILE: (651) 227-8428

MEMORANDUM

TO: Heather Butkowski, City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, Minnesota 55113

FROM: Katrina E. Joseph
Email: kjoseph@hughesandcostello.com
Lauderdale City Prosecutor

SUBJECT: Lauderdale City Prosecutions, File No. 15000-0001
Ordinance Violation Prosecutions

DATE: March 22, 2012

As Lauderdale municipal prosecutors, this firm prosecutes all petty misdemeanor, misdemeanor, and gross misdemeanor violations occurring within Lauderdale. This includes all city ordinance violations, including zoning, licensing, and animal control violations.

Effective enforcement of City ordinances is essential to maintaining the quality of life in Lauderdale. There are several enforcement options available to the City to force property owners to comply with the City Code: (1) criminal prosecution, (2) civil action, (3) a tenant remedy action if the property is a rental property, (4) administrative action, (5) abatement, and (6) condemnation. Each of these options can be exercised separately, or in conjunction with other actions. Our philosophy is to work closely with the code enforcement officers to ensure that we present as strong a case as possible before the District Court.

1. Criminal Prosecution

Ordinance violations are typically brought to our attention once the City has attempted to compel compliance with the City Code, without success. Our office then contacts the violator in writing, demanding compliance and informing the violator of the potential penalty should criminal charges be brought against them for noncompliance. Most cases result in compliance at this stage. If the violator still refuses to comply with the City Code, our office drafts a complaint against the violator and initiates a criminal action in District Court. At this point, we can show the District Court that we have made multiple efforts to compel compliance with the City Code

short of criminal prosecution, and the District Court will generally treat the case more seriously. If the ordinance violation includes a risk to health or safety, or endangers persons or property, we can shorten this procedure by skipping the written demand from our office and moving directly to an expedited complaint and trial procedure. Further, in some cases (e.g., operating a non-complying home business), it may be possible to execute a search warrant to seize the instrumentalities of the Code violations, and stop further violations.

Generally, it takes between five to six months for a criminal case to proceed from charging to trial. This process can be expedited if appropriate, but it is still likely to take between two to three months before a case is scheduled for trial.

City Code violations are misdemeanors, which are punishable by up to 90 days in jail, and/or a \$1,000 fine. Code violators do not usually serve jail time, but are instead placed on probation for one year. Terms of probation can include the requirement that the owner abide by all City Code provisions, and remedy any existing violations within a specified period of time, usually thirty to sixty days. If the owner violates those terms, the District Court can, and has, required the owner to serve jail time as a consequence.

2. Civil Action

The City may bring a civil action in District Court against the property owner, requesting that an injunction be issued requiring the owner to comply with the City Code requirements and enjoining future code violations. If the owner fails to comply with the Court's order, the City could file a motion to hold the owner in contempt, and fined or jailed until they comply with the Court's order.

If the District Court finds that the request for an injunction is reasonable and would prevent imminent, irreversible harm to the City, it will issue a temporary restraining order (TRO). Regardless of whether a TRO is immediately issued, the court will hold a hearing on the request for a permanent injunction within five to ten days of the request.

3. Tenant Remedy Action

If the problem property is a rental property, the City may bring a tenant remedy action (TRA) against the owner. Under Minn. Stat. § 504B.395, a TRA may be brought by the City after a rental dwelling has been inspected and the owner has not made repairs within the required time period.

If the District Court finds that the City has proved a Code violation, the Court may order the owner to remedy the violation, or could order the tenant to remedy violation and deduct the cost from the rent remitted to the owner. An owner subject to a TRA can be required to comply with all Code requirements for a one year period after the action is commenced. Alternatively, the Court could appoint an administrator to maintain the rental property. An administrator may collect rents from tenants; contract for repairs to be made; petition the court for an order to allow the administrator to encumber the property to secure funds to cover the costs of repairs; and petition the court for an order to allow the administrator to receive funds made available by the

federal or state governing body or the municipality to the extent necessary to cover repair costs. If a municipality disburses funds for this purpose, it may recover the funds through a special assessment on the real estate.

A TRA is placed on an expedited schedule with the District Court. A hearing is scheduled between five to ten days after the complaint is filed with the District Court.

4. Administrative Action

The City may impose administrative fines pursuant to City Council resolution. The City would be required to follow the procedures set forth in the Code for other types of administrative hearings, and provide the owner with an opportunity to appear before the City Council. Similarly, if the property is a rental property, the City Council take appropriate action to suspend or revoke the property's rental permit until the violations or remedied. In the case of a repeat code violator, the City Council may permanently revoke the property's rental permit.

5. Abatement

For certain types of City Code violations (e.g., tall grass or weeds), it may be possible for the City to abate the Code violation. In such cases, the City may proceed with abatement as provided by the Code.

6. Condemnation

If the City Code violation creates a public nuisance (maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort, or repose of any considerable number of members of the public), then the City may proceed with condemnation as described Minnesota Statutes Chapter 117.

Any of the enforcement options outlines above may be exercised alone, or in conjunction with one of more of the other alternatives, depending on the seriousness of the violations, the owner's responsiveness to the City's demands for remediation, and the City Council's direction. If you have any questions or need additional information, please call me.

KEJ

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date March 27, 2012

ITEM NUMBER Police Contract

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Due to budgetary uncertainty, the City Council came to an agreement with St. Anthony for police services through 2012 last year. This means the Council needs to come to an agreement for police protection for 2013 by mid-June. Attached is St. Anthony's proposal for 24 hour coverage. It is basically the same agreement at the same price proposed last year. The Council does not know at this point how much aid it will receive for 2013 (and likely won't know until the next legislative session).

While the Council thinks the service the police department provides is very good overall, I have heard some concerns over time that I would like to address with Chief Ohl during the contract renewal. I am asking the Council for perspective on things the police do really well and you want them to continue doing and those areas that you have concerns about. I will put together a letter with this information and send it over to St. Anthony with any proposed changes to the contract you think should be made.

Also during the meeting we should discuss whether you want staff to work with St. Anthony on a reduced level of service if it becomes absolutely necessary.

OPTIONS:

1. Review and discuss the contract proposed.
2. Decide whether the Council wants staff to work with the Chief on a plan for a different level/type of service to lower the cost.
3. Discuss the service provided; the city administrator will then discuss highlighted items with Chief Ohl.

STAFF RECOMMENDATION:

COUNCIL ACTION:

CONTRACT AGREEMENT
FOR POLICE SERVICES

This Agreement is made and entered into as of _____, 20142 between the CITY OF ST. ANTHONY, a municipal corporation under the laws of the State of Minnesota ("St. Anthony") and the CITY OF LAUDERDALE, a municipal corporation under the laws of the State of Minnesota ("Lauderdale"). The services to be performed under this Agreement will commence January 1, 20123.

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 sets forth the terms and conditions under 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 will actively support the creation of a Joint Advisory Committee pursuant to Section IX of this Agreement, whose members come from both cities, and whose purpose is to review, monitor, and ensure a successful relationship between the two cities under this Agreement.

II. INTERPRETATION

This Agreement is entered following the preparation by Lauderdale of a Request for Proposal for Police Services and the submission of a responsive Proposal by St. Anthony (the "Proposal"). To the extent that any of the provisions of this Agreement are inconsistent with the provisions of the Proposal, the provisions of this Agreement will control. If any provision of this Agreement is ambiguous, the parties agree that the Proposal may be looked to as evidence of the parties' intent.

III. SERVICES

St. Anthony will provide Lauderdale with 24 hour police service, and will physically place a certified officer within the boundaries of Lauderdale 24 hours each day, except in those instances when the officer makes an arrest and transports a prisoner, during mutual aid situations, when providing a backup for another officer, or when called away for a court appearance, booking or similar police matter. Subject to these exceptions and in normal circumstances, St. Anthony will provide 24 hours of police protection and police presence each day within the City of Lauderdale. In those instances stated above when an officer is not physically present in Lauderdale, St. Anthony will respond to emergency police calls with other officers.

IV. 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, which will include, but not be limited to, the following:

- A. Patrol services, with random patrolling of all residential, business and public property areas during all shifts;
- B. Police presence within the boundaries of Lauderdale 24 hours each day, subject only to the exceptions noted above;
- C. Animal control services as provided within the City of St. Anthony by the animal control service employed by St. Anthony;

- D. Dispatching services are to be paid directly by the municipality served by Ramsey County Dispatch.
- E. Enforcement of all ordinances of Lauderdale which are intended to be enforced by police officers, with special attention being given to parking, winter and nuisance ordinances;
- F. Ticketing for traffic violations will be done routinely during normal shifts;
- G. Crime prevention programs that encourage community involvement and investment in the City of Lauderdale.
- H. Criminal investigations.
- I. Reports on police services and activities, including weekly, monthly and annual police reports;
- J. Responses to medical emergencies, fires and other emergencies; responses shall include, where appropriate, securing the scene for fire/rescue personnel, accompanying fire/rescue personnel to the hospital upon request of such personnel, and providing follow-up information to fire/rescue personnel upon request of such personnel;
- K. Officers will be available at Lauderdale City Hall to answer questions from, and provide information regarding police activities to, Lauderdale residents, business owners and staff on an as-needed basis;
- L. License inspections, background investigations and license enforcement services as called for under applicable state law or city ordinances;
- M. Review and comment, upon request, of proposed Lauderdale ordinances affecting police services or enforcement;
- N. Follow-up on reported crimes with the person(s) who reported the crime, including routine notification by telephone or mail as to the status of the investigation; and
- O. Special event traffic patrol services.

V. PAYMENT FOR SERVICES

This Agreement will be effective January 1, 20123, and will continue until December 31, 20123. In consideration of the services to be provided under this Agreement, Lauderdale will pay St. Anthony an annual fee of ~~\$596,069~~ 602,030 for the year 20123, for police service under this Agreement.

VI. METHOD OF PAYMENT

St. Anthony will bill Lauderdale monthly for 1/12 of the annual fee, and Lauderdale will promptly remit payments to St. Anthony within 30 days after receiving each billing from St. Anthony.

VII. LIABILITY

St. Anthony will 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 will bear the first \$5,000.00 of expense for any such claim, action or liability, or expenses relation thereto, including attorneys' fees, to the extent not covered by the insurer because of a deductible amount under the policy (which deductible amount is currently \$10,000.00).

VIII. ADMINISTRATIVE RESPONSIBILITY

The law enforcement and police services rendered to Lauderdale will be under the sole direction of St. Anthony. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulations and policies related to police employment, services and activities, will be within the exclusive control of St. Anthony. The parties hereto expressly affirm the importance of work force diversity and St. Anthony agrees to use reasonable efforts, within applicable departmental budgetary limits, to recruit qualified female and minority police officers.

IX. JOINT ADVISORY COMMITTEE

Both cities will appoint members to a Joint Advisory Committee. The committee will meet at least once a year to ensure that this Agreement and the services performed pursuant to this Agreement are meeting the expectations of both cities. Any recommendations of the committee will be strictly advisory.

X. COMMUNICATIONS, EQUIPMENT AND SUPPLIES

St. Anthony will furnish all communication equipment and any necessary supplies required to perform the services, which are to be rendered under this Agreement.

XI. COOPERATION AND ASSISTANCE AGREEMENTS

Lauderdale will be included in all Cooperative Agreements entered into by the St. Anthony Police Department with other police services units.

XII. HEADQUARTERS

Headquarters for services rendered to Lauderdale under this Agreement will be located at offices owned or leased by St. Anthony. The citizens of Lauderdale may notify headquarters or Ramsey County radio dispatch for police services requested either in person or by some other means of communication. St. Anthony officers may take routine telephone calls and complete routine reports for Lauderdale at the Lauderdale City Hall, and Lauderdale will have facilities available to the officers at Lauderdale City Hall for this purpose. The facilities will include a desk, telephone, fax and copier.

XIII. EMPLOYEES OF ST. ANTHONY

Officers assigned to duty in Lauderdale will at all times be employees of St. Anthony. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of St. Anthony. Lauderdale will not be required to furnish any fringe benefits or assume any other liability of employment to any officer assigned to duty within Lauderdale.

XIV. ENFORCEMENT POLICIES

Enforcement policies of St. Anthony will prevail as the enforcement policies within Lauderdale. A written statement of the current enforcement policies of St. Anthony will be provided in writing to Lauderdale.

XV. ENFORCEMENT OF ORDINANCES OF THE CITY OF LAUDERDALE

St. Anthony officers assigned to duty within Lauderdale will enforce Lauderdale ordinances to the extent appropriate for enforcement by police officers.

XVI. OFFICERS OF LAUDERDALE

The officer's assigned duty within Lauderdale will be provided with authority to enforce the laws of the City of Lauderdale by proper action to be taken by the Lauderdale City Council, and while performing services under this Agreement will be considered police officers of Lauderdale. The Chief of Police of St. Anthony will furnish to the Lauderdale City Administrator the names of all St. Anthony police officers assigned to Lauderdale and all such officers will be appointed officers of the City of Lauderdale.

XVII. OFFENSES

All offenses within Lauderdale charged by police officers under this Agreement will be charged in accordance with Lauderdale ordinances when possible; otherwise, the charge will be made in accordance with the laws of the State of Minnesota or the laws of the United States of America.

XVIII. COMMUNICATIONS

St. Anthony agrees to provide the Lauderdale Administrator with weekly, monthly and annual police reports, in a format as is mutually agreed to by the St. Anthony Police Chief and the Lauderdale City Administrator.

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.

XIX. PROSECUTION AND REVENUES

Lauderdale will pay all costs of prosecution for all offenses charged within its boundaries or under its ordinances. LEAA funds and confiscated drug funds will be retained by St. Anthony. Fine revenues will be paid to Lauderdale. P.O.S.T. training funds will be used for officer training.

XX. CONTINUATION OF AGREEMENT

This Agreement will be effective January 1, 2012³ and will continue until December 31, 2012³ or until terminated as described in Paragraph XXI below. In consideration for services provided under this Agreement, St. Anthony and Lauderdale shall establish the fee for police services for the time period after December 31, 2012³ by June 15, 2012³.

XXI. TERMINATION OF AGREEMENT

Either St. Anthony or Lauderdale may terminate the Agreement by submitting a written notification to terminate to the City Administrator of Lauderdale and the City Manager of St. Anthony by June 15, 2012. Termination of this Agreement shall be effective on December 31st at 11:59 p.m. of the year that either Lauderdale or St. Anthony terminates the Agreement.

XXII. REVIEW OF AGREEMENT

From time to time the terms and conditions of this Agreement shall be reviewed and revised, as St. Anthony and Lauderdale deem necessary.

XXIII. ASSIGNMENT

The rights and obligations of the parties under this Agreement will not be assigned, and St. Anthony will not subcontract for any services to be furnished to Lauderdale (except as otherwise provided in this Agreement), without the prior written consent of the other party.

The parties hereto have executed this Agreement as of the date first above stated.

CITY OF LAUDERDALE

CITY OF ST. ANTHONY

By: _____
Mayor

By: _____
Mayor

By: _____
City Administrator

By: _____
City Manager

Date: _____

Date: _____