

**LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, SEPTEMBER 27, 2011
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 September 13, 2011, City Council Meeting
 - c. Claims Totaling \$24,227.17
4. **CONSENT**
 - a. 2011 Tree License
 - b. PCIC Appointments
 - c. PCIC Minutes
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
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. Bike Rack Parking Agreement with Minneapolis – Resolution 092711A
 - b. Donation from Roseville Youth Baseball Association – Resolution 092711B
 - c. 1903 Walnut Street Driveway Replacement
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Parking Ordinance Revisions
 - b. GIS Users Group – Joint Powers Agreement
 - c. Ramsey County Playground Grant
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. Meeting with Kristy Stauffer, Ramsey County Emergency Management Coordinator
- c. Eustis Street Winter Parking

13. ADJOURNMENT

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

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September 13, 2011

Mayor Dains called the City Council meeting to order at 7:32 p.m.

Councilors present: Mary Gaasch, Roxanne Grove, Denise Hawkinson, and Mayor Jeff Dains.
Councilor absent: Lara Mac Lean.

Staff present: Heather Butkowski, City Administrator.

Mayor Dains asked for changes to the meeting agenda. There being none, **Councilor Hawkinson moved to approve the agenda. Councilor Gaasch seconded the motion and it passed unanimously.**

Councilor Grove moved to approve the August 30, 2011, City Council meeting minutes. Councilor Gaasch seconded the motion and it passed unanimously.

Councilor Grove moved approval of the claims totaling \$82,232.03. Councilor Hawkinson seconded the motion and it passed unanimously.

Councilor Grove moved the consent agenda approving participation in a training course for the City Administrator. Councilor Hawkinson seconded the motion and it passed unanimously.

Councilor Mac Lean joined the meeting at 7:38 p.m.

The Mayor introduced the budget discussion. He said the Council would be setting the preliminary levy during the meeting. The final levy must be set by the end of December and cannot exceed the amount set in the preliminary levy.

Butkowski said the revised budget included funding to continue exploring the municipal liquor store concept and a budgeted transfer to off-set part of the cost of replacing a public works truck. The budget materials also included information on the residential impact of levy increases ranging from one to five percent based on the new Market Value Homestead Exclusion Program.

Mayor Dains opened the public hearing at 7:40 p.m.

Marsha Hoffman, 1708 Carl Street, addressed the Council. She asked whether the General Fund was the same as a reserve fund and whether Finn Sisu was financed by tax increment. Butkowski responded that the General Fund is the City's operating fund and that Finn Sisu was not financed by tax increment dollars.

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Mayor Dains closed the public hearing at 7:42 p.m.

Mayor Dains mentioned that he had attended Ramsey County's budget meeting and the county board approved a 1.7% preliminary levy increase for 2012 and Hennepin County was considering a 1% increase. The county board discussed concerns over the projected November state forecast and whether it would lead to more cuts in aid.

Councilor Gaasch reiterated that the City should be prepared for more aid cuts considering the discussions from the past legislative session.

Each councilor proposed a levy increase in the 2.5 to 3.5% range knowing that the levy could be lowered in December but it could not be raised.

Councilor Mac Lean moved to adopt Resolution 091311A – A Resolution Levying Taxes for 2011 Payable in 2012 in the amount of \$598,152 and establishing December 13, 2011 at 7:30 p.m. as the date and time of the Truth in Taxation Hearing. Councilor Gaasch seconded the motion and it passed unanimously.

Butkowski said the Roseville Area Youth Baseball organization received three fence and three excavating quotes to complete the baseball field improvements. New fencing would extend 24 feet on each side of the backstop to protect the players and six feet above the back stop. The infield would be extended ten feet with lime stone and a new surface over the field. Councilor Hawkinson asked where the storage box would be located. Butkowski said that would be determined later; at this point no one had indicated a preference.

Councilor Hawkinson moved to accept Keller's quote for fencing at a cost of \$3,850 and Mattco Excavating's quote for the field work at a cost of \$5,900 contingent on receipt of \$9,750 in project funding from Roseville Area Youth Baseball. Councilor Grove seconded the motion.

The Council discussed McNamara's quote, distributed during the meeting, for the ball field work at a cost of \$5,600.

The vote was taken with Councilors Gaasch, Grove, and Hawkinson voting yea and Councilor Mac Lean and Mayor Dains voting nay.

Butkowski said the City received complaints from the school district the last two winters as they couldn't drive buses through the Idaho Avenue / Carl Street area south of Larpenteur Avenue due to road narrowing due to snow accumulation. Last year, the Falcon Heights Fire Chief also suggested reconsidering the parking on Carl Street to ensure fire trucks could continue to service the area in an emergency. Butkowski spoke with the apartment managers. They either strongly supported the idea of restricting parking on the east side of Carl Street or said it was not a source

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of concern for them. Butkowski sent letters to the property owners; none of them replied regarding the parking issue.

The Council discussed whether parking on Carl Street should be limited year-round and when the restriction should go into effect. Councilors suggested limiting parking year-round starting November 1 unless that proves to be a problem. Since the parking restriction is set by resolution, it could be readily changed.

Councilor Hawkinson moved to adopt Resolution 091311B - A Resolution Prohibiting Parking on the East Side of Carl Street from Idaho Avenue to Larpenteur Avenue starting November 1, 2011. Councilor Grove seconded the motion and it passed unanimously.

Butkowski reviewed the preliminary agenda for the next meeting, which included a visit by a member of the Ramsey County Emergency Management staff, CDBG playground grant, and parking ordinance revisions.

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

The Mayor asked if anyone present wished to address the Council.

Melissa Eisenschenk, 1903 Walnut Street, addressed the Council. She explained that she and her husband own the property north of City Hall and they would like to replace their driveway. As their driveway is narrow, they regularly use city property to access their property. She proposed three options for improving their driveway:

- Replacing only the portion of driveway on their property.
- Replacing their driveway and part of the City's parking lot to improve aesthetics and drainage.
- Purchase a portion of the City's driveway and replace the concrete in that entire area.

She said they would like to complete the project this fall because the freeze / thaw cycle of winter causes their foundation to heave and leak.

The Mayor said the Council would like to reach a suitable agreement but thought it may not happen quickly enough for them to get the area replaced this fall. Staff was directed to explore the three options and ask the city attorney's opinion and costs for drafting an agreement.

Marsha Hoffman, 1708 Carl Street, also addressed the Council. She asked about the City's contingency fund. Butkowski said the City budgets anywhere from \$10,000 to \$20,000 each year in the General Fund for unexpected cost overruns. The City does not have a dedicated

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reserve fund so any additional operating funding needed would be drawn from one of the capital improvement funds.

There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 8:38 p.m.

Respectfully submitted,



Heather Butkowski
City Administrator

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

September 27, 2011 City Council Meeting

<u>Payroll</u>	
9/16/11 Payroll: Direct Deposit # 501229-501233	\$7,518.61
9/16/11 Payroll: Payroll Liabilities, e-payments 584E-586E	\$5,817.32
<u>Vendor Claims</u>	
9/27/11 Claims: Check #'s 20900-20916	\$10,891.24
SUBTOTAL	\$24,227.17

Total Claims for Approval	\$24,227.17
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CITY OF LAUDERDALE

09/19/11 9:27 AM

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Payments

Current Period: SEPTEMBER 2011

Batch Name	091611pyroll	Computer Dollar Amt	\$5,817.32	Posted	
Refer	2283 ICMA RETIREMENT TRUST - 457	Ck#	000584E	9/16/2011	
Cash Payment	G 101-21705 ICMA RETIREMENT		9/16/11 payroll		\$1,396.30
Invoice					
Transaction Date	9/19/2011	Due 0	NORTH STAR CHEC 10100	Total	\$1,396.30
Refer	2284 PERA	Ck#	000585E	9/16/2011	
Cash Payment	G 101-21704 PERA		9/16/11 Payroll		\$1,573.24
Invoice					
Transaction Date	9/19/2011	Due 0	NORTH STAR CHEC 10100	Total	\$1,573.24
Refer	2285 NORTH STAR BANK, CHECKING S	Ck#	000586E	9/16/2011	
Cash Payment	G 101-21703 FICA WITHHOLDING.		9/16/11 Payroll		\$1,623.11
Invoice					
Cash Payment	G 101-21701 FEDERAL TAXES		9/16/11 Payroll		\$1,224.67
Invoice					
Transaction Date	9/19/2011	Due 0	NORTH STAR CHEC 10100	Total	\$2,847.78
Fund Summary				BATCH Total	\$5,817.32
	101	10100 NORTH STAR CHECKING	\$5,817.32		
			\$5,817.32		

Pre-Written Checks	\$5,817.32
Checks to be Generated by the Compute	\$0.00
Total	\$5,817.32

CITY OF LAUDERDALE
***Check Detail Register©**

SEPTEMBER 2011

		Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING				
Paid Chk#	020900	9/27/2011	BONESTROO	
E 101-43400-306	CONSULTING FEES	\$2,994.91		9/11 Zoning Update
E 101-48100-306	CONSULTING FEES	\$612.00		Liquor Store Consulting
	Total BONESTROO	\$3,606.91		
Paid Chk#	020901	9/27/2011	BWANA ARCHERY	
E 101-45200-201	GENERAL SUPPLIES	\$239.98		2 Archery Bales for Park
	Total BWANA ARCHERY	\$239.98		
Paid Chk#	020902	9/27/2011	DONALD SALVERDA & ASSOCIATES	
E 101-41200-308	TRAINING\CONFERENCES	\$425.00		The Effective Management Program
	Total DONALD SALVERDA & ASSOCIATES	\$425.00		
Paid Chk#	020903	9/27/2011	EUREKA RECYCLING	
E 203-50000-389	RECYCLING CONTRACTOR	\$1,216.85		8/11 Recycling Contract
	Total EUREKA RECYCLING	\$1,216.85		
Paid Chk#	020904	9/27/2011	HOME DEPOT CRC	
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$32.30		Weed Whip
E 201-45600-377	DAY IN THE PARK	\$78.65		Poly Sheet
	Total HOME DEPOT CRC	\$110.95		
Paid Chk#	020905	9/27/2011	INFRASTRUCTURE TECHNOLOGIES	
E 601-49000-316	SEWER TELEVISIONG	\$1,470.00		Televise Sanitary Sewer - Eustis
	Total INFRASTRUCTURE TECHNOLOGIES	\$1,470.00		
Paid Chk#	020906	9/27/2011	INTEGRA	
E 101-41200-391	TELEPHONE/PAGERS	\$44.47		8/11 Fax Line
	Total INTEGRA	\$44.47		
Paid Chk#	020907	9/27/2011	KENNEDY & GRAVEN	
E 101-41500-305	LEGAL FEES - CIVIL	\$256.00		8/11 Legal Services - Skow
	Total KENNEDY & GRAVEN	\$256.00		
Paid Chk#	020908	9/27/2011	NAPA AUTO PARTS	
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$42.83		Oil Filter & Lip Seal
E 601-49000-402	CITY TRUCK REPAIR/MAINTEN	\$5.35		Oil Filter & Lip Seal
E 602-49100-402	CITY TRUCK REPAIR/MAINTEN	\$5.35		Oil Filter & Lip Seal
	Total NAPA AUTO PARTS	\$53.53		
Paid Chk#	020909	9/27/2011	NORTH STAR BANK, CHECKING STMT	
E 201-45600-377	DAY IN THE PARK	\$25.55		DIP Toys/Games
E 101-41200-355	MISC PRINTING/PROCESS SER	\$15.00		BCA Background Check
E 101-43400-203	POSTAGE	\$16.77		Certified Nuisance Letters
E 101-41200-308	TRAINING\CONFERENCES	\$20.00		APMP Annual Meeting
E 101-41200-201	GENERAL SUPPLIES	\$125.00		Coffee Urn
E 201-45600-440	MEETING EXPENSES	\$27.00		PCIC Pizza
E 201-45600-377	DAY IN THE PARK	\$26.77		DIP Cell Phone

CITY OF LAUDERDALE

*Check Detail Register©

SEPTEMBER 2011

		Check Amt	Invoice	Comment
E 201-45600-368	FUN RUN/WALK	\$6.43		Fun Run Fruit
E 101-43400-203	POSTAGE	\$5.59		Certified Nuisance Letters
E 201-45600-368	FUN RUN/WALK	\$11.96		Fun Run Cream Cheese
E 201-45600-368	FUN RUN/WALK	\$10.58		Fun Run Ice
E 201-45600-368	FUN RUN/WALK	\$6.99		Fun Run Fruit
E 201-45600-368	FUN RUN/WALK	\$5.12		Fun Run Pins
otal NORTH STAR BANK, CHECKING STMT		\$302.76		
<hr/>				
Paid Chk# 020910	9/27/2011 ON SITE SANITATION			
E 101-45200-427	PORTA POTTY RENTAL	\$55.58		9/11 Portable Restroom
Total ON SITE SANITATION		\$55.58		
<hr/>				
Paid Chk# 020911	9/27/2011 PUBLIC EMPLOYEES INS PROGRAM			
G 101-21706	HEALTH INSURANCE	\$1,499.10		10/11 Health Benefits
Total PUBLIC EMPLOYEES INS PROGRAM		\$1,499.10		
<hr/>				
Paid Chk# 020912	9/27/2011 RAMSEY COUNTY, PROP REC & REV			
E 304-47400-621	FILE MAINTENANCE CHARGES	\$592.50		'11 Assessment Maintenance Fee
Total RAMSEY COUNTY, PROP REC & REV		\$592.50		
<hr/>				
Paid Chk# 020913	9/27/2011 SIGN A RAMA			
E 101-45200-442	MISC	\$314.56		2 Park Signs - Skyview
Total SIGN A RAMA		\$314.56		
<hr/>				
Paid Chk# 020914	9/27/2011 SPRINT PCS			
E 601-49000-391	TELEPHONE/PAGERS	\$17.81		8/11 PW Cell Phones
E 602-49100-391	TELEPHONE/PAGERS	\$17.81		8/11 PW Cell Phones
E 101-43000-391	TELEPHONE/PAGERS	\$35.61		8/11 PW Cell Phones
Total SPRINT PCS		\$71.23		
<hr/>				
Paid Chk# 020915	9/27/2011 XCEL ENERGY, PARK & GARAGE			
E 101-43000-383	GAS UTILITIES	\$28.71		8/11 pw & warming house utils
E 101-45200-381	ELECTRIC	\$24.85		8/11 pw & warming house utils
E 101-45200-383	GAS UTILITIES	\$28.71		8/11 pw & warming house utils
E 101-43000-381	ELECTRIC	\$24.84		8/11 pw & warming house utils
Total XCEL ENERGY, PARK & GARAGE		\$107.11		
<hr/>				
Paid Chk# 020916	9/27/2011 XCEL ENERGY, STREET LIGHTING			
E 101-43000-380	STREET LIGHT UTILITY	\$524.71		8/11 street lights
Total XCEL ENERGY, STREET LIGHTING		\$524.71		
10100 NORTH STAR CHECKING		\$10,891.24		

CITY OF LAUDERDALE
*Check Detail Register©

SEPTEMBER 2011

	Check Amt	Invoice	Comment
Fund Summary			
			10100 NORTH STAR CHECKING
101 GENERAL	\$7,366.52		
201 COMMUNITY EVENTS	\$199.05		
203 RECYCLING	\$1,216.85		
304 '03 ST/UTIL IMP DEBT SERVICE	\$592.50		
601 SEWER UTILITIES	\$1,493.16		
602 STORM SEWER ENTERPRISE FUND	\$23.16		
	<hr/>		
	\$10,891.24		

LAUDERDALE COUNCIL ACTION FORM

TYPE OF REQUEST	
Consent	<input checked="" type="checkbox"/>
Action	<input type="checkbox"/>
Resolution	<input type="checkbox"/>
Information	<input type="checkbox"/>
Work session	<input type="checkbox"/>

MEETING DATE	<u>September 27, 2011</u>
AGENDA NUMBER	<u>2011 Licenses</u>
DESCRIPTION	<u>2011 Licenses</u>

BACKGROUND OR PAST COUNCIL ACTION
<p>The following applicant successfully met the criteria for his respective license.</p> <p><u>Tree Contractor's License</u> Gene's Tree Service – Woodbury, MN</p>
OPTIONS

STAFF RECOMMENDATION
<p>By approving the consent agenda, the Council approves the aforementioned licenses for 2011.</p>

COUNCIL ACTION

MOTION BY _____

SECOND _____

STAFF ACTION

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u>September 27, 2011</u>
Special <u> </u>	ITEM NUMBER <u>PCIC Appointment & Re-appointment</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 following member has applied for appointment to the committee:

- Marilyn Smith, 1764 Pleasant Street, Unit B.

Additionally, the following member has applied for re-appointment to the committee:

- Monica Gallagher, 1837 Fulham Street.

Monica was appointed to the PCIC for a two year term in 2009, and is currently serving as the vice chair.

Appointing Marilyn, and re-appointing Monica keeps the total membership at four including Trygve Hansen and Nicole Johnson.

Peiju Picard was appointed in 2009, but elected not to reapply for another term due to her schedule. However, she has offered to continue as the event photographer.

OPTIONS:

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

STAFF RECOMMENDATION:

By approving the consent agenda, the council is appointing Marilyn Smith and re-appointing Monica Gallagher to the PCIC for two year terms.

COUNCIL ACTION:

City of Lauderdale

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

VOLUNTEER APPLICATION

Name: Marilyn Smith Phone Number: 651-646-3130
Address: 1704 Pleasant St. #B Cell Number: _____
City: Lauderdale State MN Zip: _____
E-mail: mrosesmith@comcast.net

AREAS OF INTEREST

- Park and Community Involvement Committee (PCIC) Garden Club
 Special Events : Snow Commotion Day in the Park Music under the Trees
 Halloween Community Run City Wide Garage Sale
 Neighborhood Watch Other _____

Please list any special hobbies, skills or talents which you are willing to share

see below - would like to help with Halloween party - stuffing
candy bags, helping with cleanup, publicity

If you are seeking an appointment to the PCIC, please provide a short paragraph summarizing why

Want to get more involved in the community and help with planning
events. Have lived here for 7 years - time to get active!

Briefly describe your background, experience and any other information not previously given which you believe should be considered regarding the appointment you are seeking.

I have clerical "skills" - can help with things like mailings, filing,
phone calls - my volunteer experience has been mostly clerical
(reception at Red Cross blood center, etc.) - also have much experience
as ESL tutor. I play the piano and sing.

Participation Waiver: I, the undersigned, do hereby agree to participate in the aforementioned activity(ies) and I further agree to indemnify and hold the City harmless from and against any and all liability for any injury which may be suffered by the aforementioned individual(s) rising out of, or in any way connected with, his/her participation in this activity. The City periodically takes pictures or video of participants during meetings, special events and programs. Please be aware that these photos or video may be used in the City's brochures, pamphlets or cable presentations. If you or your family members do not want to be photographed or published you must give us written notice.

Marilyn R. Smith
Applicant's Signature

Marilyn R. Smith
Applicant's Name Printed

9/17/11
Date

PARK & COMMUNITY INVOLVEMENT COMMITTEE

APPLICATION FOR REAPPOINTMENT

Yes, I would like to be reappointed to the Park & Community Involvement Committee for another two years.

No, I do not wish to be re-appointed to the Park & Community Involvement Committee.

Signed: Monica Gallagher

Date: 9-19-11

PARK & COMMUNITY INVOLVEMENT COMMITTEE

APPLICATION FOR REAPPOINTMENT

Yes, I would like to be reappointed to the Park & Community Involvement Committee for another two years.

No, I do not wish to be re-appointed to the Park & Community Involvement Committee.

Signed: *Raja Saini*

Date: 9/19/11

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u>September 27, 2011</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 September 19, 2011.

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

STAFF RECOMMENDATION:
 Motion to acknowledge receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

COUNCIL ACTION:



MINUTES
MONDAY, SEPTEMBER 19, 2011
PARK & COMMUNITY INVOLVEMENT COMMITTEE

1. CALL TO ORDER 6:35 p.m.
2. ROLL CALL

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

3. APPROVAL OF THE AGENDA

Picard motioned to approve the agenda, second by Gallagher. Motion carried unanimously.

4. APPROVAL OF MINUTES OF AUGUST 1, 2011 MEETING

Hansen motioned to approve the minutes, second by Picard. Motion carried unanimously.

5. REPORTS

A. Playground Improvements Phase II Update

Bownik provided an update on the playground improvements. Bownik stated that we are still waiting for the grant agreement from the County. The delay will likely mean installing the new equipment in the spring.

B. Baseball Field Improvements

Bownik reported the baseball field is expected to see improvements yet this year. The Roseville Area Youth Baseball Association approached the City about using the baseball field. They offered to make up to \$20,000 in improvements if they can have scheduling priority. They have done this to other fields in the area in the past. Heather worked with them on an agreement, which the Council approved.

The agreement allows them 10 years of preferential use in exchange for the improvements. Plans are to leave the existing fencing but add an additional 6' to the backstop and 24' of fencing along each sideline to protect the players. The Council accepted quotes for fencing and excavating contingent on the receipt of \$9,750 in project funding from Roseville Area Youth Baseball. The excavating quote included expanding and cleaning up the infield.

C. Fun Run/Walk Wrap Up

Bownik reported Only 42 people registered for the event. There were 107 registered last year, and 72 in 2009. Each city had a net profit of \$277.86. This

9/19/11 PCIC Minutes

compares to \$545.11 in 2010. It is possible that this will be the last year for the Fun Run/Walk, or it could be the last year Lauderdale participates.

Members expressed support for the event because it promotes fitness and healthy activity, is family-friendly, and has a good financial outlook. Johnson volunteered to help coordinate an aspect of the event next year. It was also suggested to contact Health Partners about being a sponsor, and promoting on www.active.com and other local sites.

D. Day in the Park Wrap Up

Bownik reported the event went well and several goals were accomplished including setting up in an hour. Attendance was down slightly, which could be because Peace Lutheran had their Christmas in August the same day. Picard noted it was also not an election year, so more people will likely be in attendance next year. Picard also noted vendors will tell their clients to come see them, which draws people to events. Bownik thanked the Committee for helping implement changes that made the event less time consuming and labor intensive for staff.

6. DISCUSSION/ACTION

A. Halloween Planning #1/2 (Monday, October 31, 5-7 p.m.)

Members discussed aspects of the event including set up, popcorn, movie licensing, food licensing and supplies, the maze, and assignments. The Committee recommended a photo slideshow or video of previous Halloween events instead of paying a licensing fee for the rights to show a movie. Set up is planned for Sunday, October 30.

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, October 17 at 6:30 p.m.

10. ADJOURNMENT

Gallagher motioned to adjourn the meeting, second by Picard. Motion carried unanimously and adjourned at 7:55 p.m.

Respectfully submitted,

Jim Bownik
Assistant City Administrator
PCIC Staff Liaison

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date September 27, 2011

ITEM NUMBER Bike Parking Program

STAFF INITIAL

AS

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In April, staff submitted a request for bike racks to be installed at City Hall and in the two parks through funding given to Transit for Livable Communities. Recently, a Transit for Livable Communities consultant met with staff to review our proposal and inform us that participation would be contingent on adopting a new resolution and making changes to the request.

Based on the size of concrete pad required (4' by 8'), staff no longer recommends a bike rack for City Hall. Bike racks still can be reasonably installed at the two parks, primarily because the city council discussed adding a concrete pad for the picnic table at Skyview Park. That would be expanded to allow for two bike racks. Each rack is worth about \$100. There is no reimbursement for installation materials (concrete) and labor costs.

The resolution outlines a number of strings attached to the bike rack funding. Falcon Heights is reconsidering their participation in the program for that reason and the material costs to install the racks. I don't disagree with their decision. If we only would have known the cost/benefit of participation in the program in April. It is a great concept but overshadowed by the bureaucracy involved.

OPTIONS:

1. Motion to adopt Resolution 092711A - Cooperative Agreement between the City of Minneapolis and the City of Lauderdale Regarding Bicycle Parking Project and submit the revised project documentation to Transit for Livable Communities.
2. Motion to terminate participation in the Bicycle Parking Project.

STAFF RECOMMENDATION:

COUNCIL ACTION:

RESOLUTION 092711A

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

**COOPERATIVE AGREEMENT BETWEEN THE
CITY OF MINNEAPOLIS AND THE CITY OF LAUDERDALE
REGARDING BICYCLE PARKING PROJECT**

THIS AGREEMENT, is made and entered into as of this 27th day of September, 2011 by and between the CITY OF MINNEAPOLIS, a Minnesota home rule charter city (“Minneapolis”), and the CITY OF LAUDERDALE, a Minnesota city (“City”).

WITNESSETH:

WHEREAS, the City of Lauderdale desires to locate and construct new bicycle parking facilities pursuant to State Project 141-091-028 (“Project”) within its boundaries and has been determined to be eligible for Federal Non-Motorized Transportation Pilot Project funds (hereby known as the “NTP”); and

WHEREAS, the City of Lauderdale recognizes and is relying on the CITY OF MINNEAPOLIS to act as the financial agent for the receipt of NTP federal grant funds for this Project to streamline the reporting requirements on behalf of the City of Lauderdale.

WHEREAS, the City of Lauderdale is aware of and understands MnDOT Agreement No. 97553, the Project Memorandum originally dated August 16, 2010 and that City of Minneapolis is also eligible participant for this Project and shall follow its provisions;

WHEREAS, the City of Minneapolis has agreed to act as the financial agent to receive approximately \$75,000 in NTP federal grant funds (MnDOT Agreement No. 97553) to procure and furnish bike parking facilities on behalf of cities and counties that are eligible to receive NTP grant funds; and

WHEREAS, the City of Lauderdale understands that the NTP federal grant funds will be used to the procure and furnish the bicycle parking facilities but will not be used for the installation, operation or maintenance of said facilities;

WHEREAS, the City of Lauderdale shall install and assume ownership, operation and maintenance of the bike parking facilities at its own cost according to the federal NTP grant provisions and this Agreement;

NOW THEREFORE, in consideration of the mutual promises and mutual obligations of the City of Minneapolis and the City of Lauderdale each of them represents, covenants and agrees with the other as follows.

1. Minneapolis Obligations.

Minneapolis through its Director of Public Works or his/her designee shall carry out its fiscal agent and Agreement responsibilities for the Project.

Minneapolis will advertise for bids to contract with a vendor to furnish (purchase and delivery) of specified bicycle parking facilities for each participating City/County.

Minneapolis will be responsible for maintaining financial records consistent with federal grant requirements to keep track of all federal expenses related to these funds.

Minneapolis shall reimburse the approved vendor in a timely manner for any and all eligible federal costs, and submit documentation for reimbursement to MnDOT when project documentation is completed.

2. City/County Eligibility.

Each City/County agrees to perform the following at their own cost prior to becoming eligible:

- a. Submit candidate locations for possible placement of bike parking facilities to Transit for Livable Communities (TLC).
- b. Provide the proper Minnesota Department of Transportation Right of Way Certificate No. 1-A for installation locations, or obtain necessary easements to use private property to locate and grant public access to the respective bike parking facilities.
- c. Provide any environmental information on all proposed locations for a possible bike parking facility required by the Cultural Resources Unit of the Minnesota Department of Transportation to assure compliance with all applicable State and Federal environmental requirements.
- d. Agree to provide suitable locations and install the bike parking facilities including but not limited to, the construction of a bike parking foundation.
- e. Agree to operate and maintain the bike parking facility for its useful life which for purposes of this Agreement is five (5) years. The end date shall be December 31 following the fifth year anniversary of the installation. Given a 2011 installation, the end date of the useful life shall be December 31, 2016; for a 2012 installation the end date is December 31, 2017; etc. Said operation and maintenance includes, but is not limited to, repair or replacement of the bicycle parking facilities due to graffiti or damage by others.

3. City/County Obligations.

Subject to the provisions of this Agreement and in conformance with the NTP federal grant and appropriate provisions of MnDOT Agreement 97553, each participating City/County after approval of eligibility agrees to perform the following activities at their own cost:

- a. Submit a site plan for each site(s) providing detailed information identified by the NTP Bike Parking Request template provided by TLC.
- b. Obtain written approval of the bike parking facilities site plan(s) by TLC and MnDOT Office of Cultural Resources and State Aid prior to Minneapolis furnishing the bike parking facilities.

- c. Request bike parking facilities to be furnished through the bid process administered by Minneapolis. The costs to furnish the bike parking facilities will be funded by a Federal grant awarded to Minneapolis. Minneapolis will furnish the bike parking facilities to each City/County upon the following conditions:
- i. Use its own local resources (staff and funds) to identify, prepare and install one or more sites for the placement of bike parking facilities within its boundaries. The federal NTP grant funds will not be used to reimburse the local resources.
 - ii. Install all bike parking facilities no later than 30 days from receipt of bike parking facilities delivered from the vendor.
 - iii. Provide to TLC and Minneapolis proper documentation of the installation of bike parking facilities in accordance with the approved site plan(s). Each City/County will submit to TLC proper written and photo documentation after the bike parking facility has been purchased, delivered and installed. The installation and its financial documentation must be retained at each participating City/County for a length of time to allow for proper audit and close out of the Project.

4. Removal of Bike Parking Facilities by City/County.

If a City/County elects to move or remove a bike parking facility prior to the end of its useful life, the following procedures shall be followed.

A City/County may elect to move or remove the bike parking facility by declaring a greater public purpose for the property or for reasons related to protecting the public health, safety and welfare. This removal will not be granted based on lack of proper operation and maintenance duties required by each City/County.

If the move or removal is for temporary purposes related to adjacent construction or development purposes, defined as a period of time of less than one year, and the facility will be reinstalled at the same location, then no further action is needed.

If the move or removal of the bike parking facility will be for a period of time greater than one year, then thirty (30) days prior to its removal, the City/County must notify Minneapolis of its intent to remove the bike parking facility.

If the bike parking facility will be moved to another location, then a relocation request and site plan shall be submitted to Minneapolis. Minneapolis will coordinate with TLC, if the NTP program still exists. Minneapolis shall either approve a new location within the City/County for the bike parking facility or request that the bike parking facility be returned to Minneapolis for installation elsewhere in the Twin Cities eligible NTP area.

Minneapolis will respond to the removal notification within the thirty (30) day notification period and notify the participating City/County in writing of its decision.

Each City/County will be responsible for the removal and delivery cost of the bike parking facility to Minneapolis, but will not be responsible for repayment of any NTP federal grant due to the

removal of the bike parking facility. Each City/County will relinquish all ownership and other rights for the removed bicycle facility related to this Agreement and this Bicycle Parking Project.

The above removal provisions will no longer be in effect after the five (5) year useful life as described in Section 2e.

IN WITNESS WHEREOF, the parties have set their hands as of the day and year first above written.

For the City of Lauderdale

By: _____
Its Mayor

By: _____
Its City Administrator

For the City of Minneapolis

Approved:

By: _____
Public Works Department

Approved as to Form

By: _____
Assistant City Attorney

Countersigned: _____
Finance Officer or Designee

COVER PAGE

Bike Walk Twin Cities Bike Parking Program Request for Review

NTP Jurisdiction: Lauderdale, MN

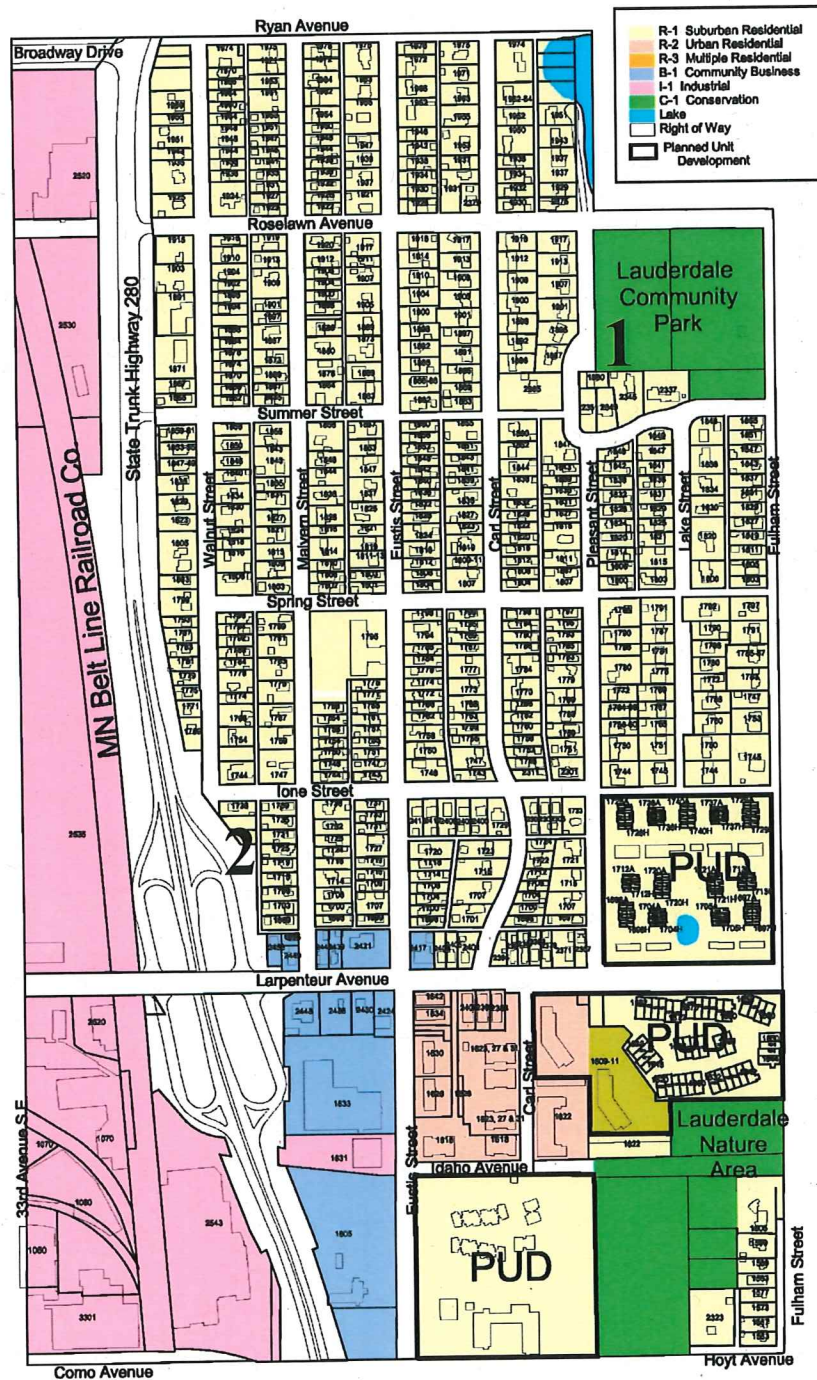
Applicant Agency: City of Lauderdale

Project Manager: Heather Butkowski Email: heather.butkowski@ci.lauderdale.mn.us

Mailing Address: 1891 Walnut Street, Lauderdale, MN 55113

Phone: (651) 792-7650

Map of City denoting locations



Bike Walk Twin Cities Bike Parking Program Requisition

Site Location ID: Lauderdale #1 (Community Park)

Street Address: Intersection of Pleasant Street/Roselawn Avenue, Lauderdale, MN 55113

Building Date: NA

Is property listed on the National Register of Historic Places or in a National Register Historic District? Yes _____ No X

Aerial Photo



Bike Walk Twin Cities Bike Parking Program Requisition

Site Location ID: Lauderdale #2 (Skyview Park)

Street Address: 1730 Walnut Street, Lauderdale, MN 55113

Building Date: NA

Is property listed on the National Register of Historic Places or in a National Register Historic District? Yes _____ No X

Aerial Photo



Street Level Photo

Placement Description: Racks will be placed near the picnic table. Orientation of the bike racks has not been determined. Other improvements are scheduled for spring 2012. Plan to hold off until 2012 on bike racks.



Rack Type: B
Quantity: 2

Lauderdale Bike/Walk Twin Cities Bike Parking Request

Site #	Site Name	Address	Number Requested	Type
1	Community Park	1885 Fulham Street, Lauderdale, MN 55113	2	B
2	Skyview Park	1730 Walnut Street, Lauderdale, MN 55113	2	B



STATE AID FOR LOCAL TRANSPORTATION
UTILITY RELOCATIONS FOR FEDERAL PROJECTS

May 2007

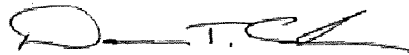
SP 141-091-28 Lauderdale Mn Proj # _____

SP _____ Mn Proj # _____

Local Agency _____

This certification is submitted with regard to existing utilities on the above noted project(s).

() There are no utility relocations to be made on the above referenced project(s).



9-6-2011

Project Engineer

Date

() There are utility relocations to be made on the above referenced project(s)

by _____
Name of Utility Company

and _____
Name of Utility Company

and _____
Name of Utility Company

and all utility companies have been notified that relocations must be completed prior to the _____ day of _____, 20_____.

Project Engineer

Date

NOTE: Notification to the utilities must be given and provisions for relocation must be completed prior to preparation of Plans, Specifications, and Estimate package. This form should be sent to the DSAE with the Right of Way Certificate at the earliest possible date.



RIGHT-OF-WAY CERTIFICATE NO. 1-A

State Aid Engineer
Department of Transportation
State Transportation Building
395 John Ireland Blvd.
St. Paul, Minnesota 55155

Subject: Right-of-Way Acquisition
Status Certificate
S.P. 141-091-28 Lauderdale
Minn. Proj. _____
County/City _____

I hereby certify that the existing Right-of-Way is adequate to accommodate construction of County State Aid Highway/County Road/Municipal State Aid Street/City Street/Township Road No. _____ from _____ to _____ in the County of _____ and City/Township of _____ and that no additional Right-of-Way, temporary or permanent, is required for S.P. _____ Minn. Proj. _____.

County/City Engineer

9-6-2011

Date

I hereby certify that the Right-of-Way is presently clear of encroachments, and that I will not allow future encroachments to occur.

County/City Engineer or Mayor/Town Board Chair

9-6-2011

Date

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date September 27, 2011

ITEM NUMBER Roseville Baseball Quotes

STAFF INITIAL

HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the last meeting, the Council approved quotes totaling \$9,750 for improvements to the ball field for fencing and excavation work contingent on receipt of a donation from Roseville Area Youth Baseball (RAYB). I received the check on Thursday. Upon acceptance of the donation, staff will execute the agreements with Keller Fencing and Mattco Excavating.

OPTIONS:

STAFF RECOMMENDATION:

Motion to accept Resolution 092711B - A Resolution Accepting a Donation from Roseville Area Youth Baseball for the Ball Field Improvements at Lauderdale Community Park.

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date September 27, 2011

ITEM NUMBER 1903 Walnut Driveway

STAFF INITIAL AS

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Melissa and Matt Eisenschenk discussed their driveway replacement plans with the Council at the last meeting. They proposed three options:

- Purchase part of the city's driveway and replace that portion.
- Replacing their driveway and some of the city's driveway to "square it up" and make it more visually appealing.
- Replacing the driveway on their property.

I spoke to City Attorney Ron Batty about the options and what he would recommend factoring they would like to do the work this fall and with the least cost.

As discussed during the meeting, selling some of the city's driveway would take a while to prepare and be expensive as it would involve surveys, a replatting of the lots, and negotiating the sale price of the property.

Also discussed during the meeting was an easement agreement. That would involve a survey to prepare a legal description and drafting of the easement agreement at a minimum. Since the easement constitutes a permanent change or loss in the city's use of that piece of property, Batty felt the City should receive some monetary compensation or a reciprocal easement for use of their driveway.

Due to the desire to do the work this fall, Batty suggested staff draft an agreement allowing the Eisenschenk's to replace their driveway and a portion of the city's. He suggested the agreement identify property ownership, address the issues regarding allowing someone to work on city property, and require a site plan and water drainage plan to be reviewed by the city engineer as they plan to divert water onto or between the properties. This assumes the council is still willing to let them replace a portion of the city's driveway.

If the Council and Eisenschenk's are interested in pursuing the agreement, staff would try to prepare a draft agreement for Council consideration at the October 11 meeting. Time permitting, the city attorney would review the agreement before the meeting.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

If not, Batty would review it before the October 25 meeting. Ideally, the Council could approve the agreement on October 25. The Eisenschenks could then apply for the driveway permit and submit their site and grading plans for approval by the city engineer.

The final issue to consider is whether the Eisenschenks would be asked to cover costs incurred in meeting their request. The city's practice has been to require property owners to cover the costs of consultants (but not staff) on special requests. In this case, it would be the legal and engineering costs.

If either party is not interested in pursuing an agreement, the Eisenschenks could apply for a driveway permit to replace the asphalt on their property. It would create places where old concrete would remain. The City would patch / repair these areas in the future or with the next seal coating project.

I spoke to Melissa and they plan to attend the meeting.

OPTIONS:

Discuss the options and provide staff direction.

STAFF RECOMMENDATION:

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date September 27, 2011

ITEM NUMBER Emergency Management

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Kristy Stauffer, Emergency Management Coordinator for Ramsey County, will be at the meeting. She will go through the attached PowerPoint presentation and provide a broad overview of emergency management and how Lauderdale is served by the County. We have also been discussing doing a "table top" scenario with the council, staff, police chief, and fire chief to work through roles and responsibilities during an emergency situation.

As an emergency management response is one of the most basic things people expect from government, I am glad the County hired someone to work with cities.

OPTIONS:

STAFF RECOMMENDATION:

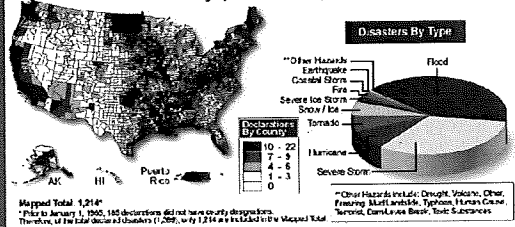
COUNCIL ACTION:

Ramsey County Emergency Management and Homeland Security

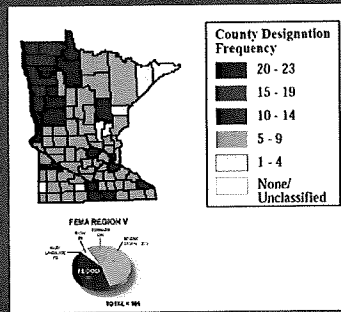
Nothing ever happens here.....

Presidential Disaster Declarations

January 1, 1965 to June 1, 2003



Nothing ever happens here...
1964-2007



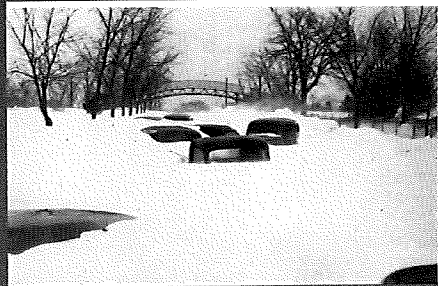
Why Should We Be Prepared?



Local Disasters

A brief, and partial history of disasters in the Twin Cities

Armistice Day Blizzard, 1940



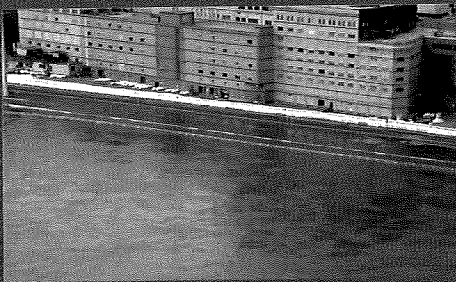
Fridley Tornado, 1965



Mounds View: William's Pipeline
Explosion 1986



Mississippi Flooding, April 1,
2001



2007 Rushford MN Flood



05/28/2007

35-W Bridge Collapse 2007



Hugo Tornado 2008



Definitions

Disasters vs. emergencies

- Level of impact, number of people effected, cost of response and recovery

Types of disasters

- Natural
- Manmade (accidental)
- Terrorism (purposeful)



It doesn't have to be a "disaster"

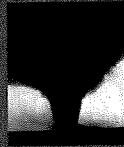
Other emergencies situations can be improved by being prepared

- Structural fires
- Blackouts
- Extreme cold and heat
- Ice storms
- Home accidents
- Road accidents
- Emergencies in areas you are traveling in

Local disaster hazards, by type

Natural

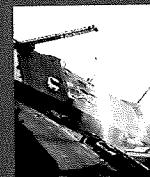
- Floods-
 - flash flooding
 - overland and river floods
- Severe winter weather-
 - ice,
 - heavy snow,
 - blizzards and whiteouts,
 - extreme cold
- Severe summer storms
- Drought
- Extreme heat
- Fire (natural cause)
- Disease
- Earthquakes



Local hazards

Man Made- accidental

- Structural collapse
- Gas line ruptures
- Hazardous Material spills
- Structural fires
- Transportation accidents



Local hazards

Man made- intentional

- Arson
- Pollution
- Law Enforcement events
- Mass shootings
- Terrorism



Today's Misconceptions

- Cell phones always work.
- Hospitals will be functioning normally.
- Grocery stores will be stocked and operating.
- The Government will take care of the needs of all individuals.

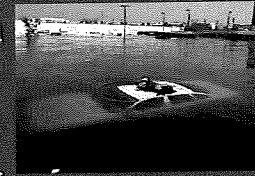
Reality

- Cell phone towers will become overloaded quickly.
- Hospitals will be overwhelmed and under staffed.
- Grocery stores will quickly run out of food.
- The Government will first focus on the big picture not the individual.

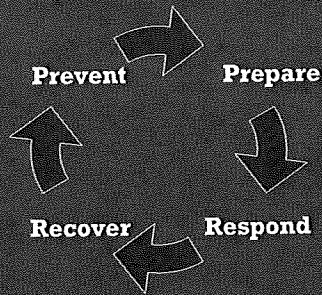
Effects on Infrastructure

Damage to transportation:

- Inability to assess damage accurately
- Ambulances prevented from reaching victims
- Police prevented from reaching areas of civil unrest
- Fire departments prevented from getting to fires
- Interruption to the flow of needed supplies



What Is Emergency Management?



What is Emergency Management?

Mitigation:

- Eliminate or reduce probability of a disaster
- Education, Hazard Awareness/Analysis, Mitigation Plan

Preparedness:

- Enhance disaster response capabilities and planning
- Emergency Operations Plan (EOP), Training & Exercises

Response:

- Identify and coordinate necessary resources
- Emergency Operations Center (EOC) & Liaisons

Recovery:

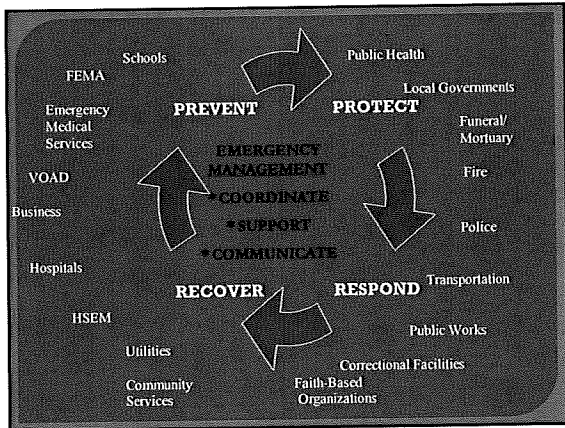
- Provide for basic needs of the public, restore critical services, and return the community to its normal state

What is Emergency Management

- Central coordination for the management of all disasters
- Assist those who need help with emergency preparedness (Municipalities/Private Sector)
 - Assistance with plans and plan coordination
- Reduce devastating consequences (Mitigation)
- Help community return to normal (Recovery)



Who are the key players?



The County's Role

Ramsey County Emergency Management and Homeland Security provides support to local governments during all phases of your emergency:

- Planning
- Prevention
- Response
- Recovery

All emergencies are local; we are here to assist you through it all

Government Official's Role

- Role is policy making and not operational
- Be familiar with plans-EOP, Mitigation, COOP
- Get updates from the Incident Commander
- Keep residents, public informed
- Develop and implement family preparedness plan

Emergency Operations Center (EOC)

The Role of the EOC

The EOC provides a central location where government at any level can provide interagency coordination and executive decision-making in support of the incident.

The EOC does not command or control the on-scene response. The EOC carries out overall coordination of disasters or incidents through:

- Information collection and evaluation
- Resource management
- Policy & decision-making

The EOP

- Emergency Operations Plan
 - The plan for how your city, county, and state will prepare for, mitigate, respond to, and recover from a disaster
 - All Hazards
 - All Disciplines
- Assigns responsibility to organizations and individuals
- Sets forth lines of authority
- Describes how people and property will be protected
- Identifies personnel, equipment, facilities, supplies, and other resources

Minnesota State Statutory Requirements

Minnesota State Statute – Chapter 12

Political subdivisions will have an emergency management organization; and each such organization must have a director appointed by the governing body.

Minnesota State
Statutory Requirements

Minnesota State Statute – Chapter 12

“...county organizations shall... plan for the emergency operations of county government in cooperation with the county attorney...and with other appropriate county government officials and private sector representatives.”

Preparing

You are the main person responsible for your family's safety!

You will be ineffective as a responder if you are preoccupied by worries about your family and home.

- Ensure they are prepared and safe first, THEN you are ready to respond!

Personal safety measures vary depending on:

- The type of event. (cause, duration, level of impact, etc)
- The amount of warning available.
- Location during the event (i.e., inside, outside, driving).

Preparing

Evacuation Kit. Portable- just the essentials, easy to grab and go. Should include at the least:

- Copies of your ID, credit cards, medical information, insurance information, marriage license, pet records, favorite family photos (for keepsake and for ID) etc.
- Snacks, energy bars, long lasting high calorie food
- Medicine- particularly prescription
- Extra glasses or medical devices (old is better than none!)
- Basic first aid kit
- Flashlight and extra batteries
- Windex
- Extra seasonal clothes (change throughout year)
- Maps
- Hand sanitizer
- Baby supplies
- Pet supplies (leash, cage, food, medical records)
- Pen and paper
- TP, feminine supplies, baby needs



Preparing

Shelter in place kit.

- Supplies for a minimum of 3 days including water, food, prescription and over the counter medicine
- In a waterproof container
 - Extra batteries
 - Radio (battery operated)
 - Additional flash lights
 - Expanded first aid kit
 - Ax
 - Eating and food prep utensils
 - Cooking fuel- maybe.....
 - Bleach
 - Bedding
 - Books, games
 - Pet food, medicine, litter, toys
 - Duct Tape!



“If you've seen one disaster, you've seen one disaster.”

Pre-planning is essential

Emphasize and communicate general readiness

Test capabilities through training & exercises



What is next

Trainings

- NIMS

Exercises

- Table Top
- Full Scale

Assistance

- Plans –EOP, COOP

Public Education Campaign

- Personal Preparedness

Questions?

Thank You for your time

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date September 27, 2011

ITEM NUMBER Eustis Street Discussion

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In July, the Council discussed the condition of Eustis Street. Since then the sewer main was televised. Staff expects to receive the sewer video shortly but there didn't appear to be any major issues in the line.

The Council also discussed winter parking on Eustis Street. Staff sent out the attached letter asking for feedback from the 84 properties along Eustis Street. 28 residents responded. 13 respondents preferred that no changes be made to winter parking on Eustis Street, 11 preferred alternating parking each year, and 3 favored having parking on either the east or west side. Basically, those that responded were split in their preference.

As we discussed, the road does not have full-width parking lanes and those lanes narrow over the course of winter. The plows try to push snow as far back as possible but can't get so close that they hit the curb. When cars are left on the street during snow events, the plows drive around them leaving windrows and long stretches where they don't plow curb to curb. Public works staff clean up these spaces as best they can with the plows on the front of the trucks but they can't push the snow as far back as the county plow trucks.

Based on the surveys and other feedback we received, staff came up with a range of options that would help with the snow issue. Some ideas are pro-active, some are reactive, and some are more effective than others.

- Have the police always begin ticketing on Eustis Street after a 2 inch snowfall. Currently, they usually start on Fulham Street or Walnut Street. This would encourage Eustis Street residents not to leave their cars parked on the street when snow is expected.
 Pros: May help get more cars off the road so the County can do a better plow job
 Cons: Eustis Street residents may feel "picked on" by always being ticketed first.

- Tow cars left on Eustis Street after two inches of snow.
 Pros: May encourage more people to remove their cars from the road. If they don't, they can be towed before the County plows.
 Cons: Eustis Street residents may feel "picked on" by living on the only street where the City tows cars.

- Limit parking to one side of Eustis Street (either the east or west side). Parking could be limited the whole winter or staff could put up the signs when needed.
 Pros: Virtually eliminates the risk that Eustis Street will become too narrow for traffic and emergency vehicles. Less confusing than alternating the parking each year. Can put permanent posts on only one side of the street.
 Cons: Loss of some parking. Surveys showed residents preferred alternating parking.

- Limit parking to one side of Eustis Street (alternate annually). Parking could be limited the whole winter or staff could put up the signs when needed.
 Pros: Virtually eliminates the risk that Eustis Street will become too narrow for traffic and emergency vehicles.
 Cons: Loss of some parking. Would need to put permanent posts on each side of the street.

- Limit overnight parking on Eustis Street - A resident's suggestion.
 Pros: Would allow the County to plow curb to curb overnight. Most of their plowing is done between 2:00 am and 6:00 am.
 Cons: Loss of parking. Would need to put permanent posts on each side of the street.

- Budget to remove snow when it becomes necessary.
 Pros: Would only be necessary in heavy snow years. Little disruption to the neighborhood.
 Cons: Cost. Last year Falcon Heights paid a contractor to blow snow in their problem areas. Based on their experience, we can estimate \$300-\$500 per hour for snow removal depending on whether it is blown into yards or hauled away.

Last year's snow caught everyone off-guard but made it clear that a plan or contingency plan should be in place should it happen again. Last year we relied on moving/hauling snow away. The county may be willing to provide the service again but it won't be done for free this year.

OPTIONS:

Discuss and add to the options presented. There may be others staff haven't thought of yet. Narrow the list to those the Council considers the best options. Staff will follow up on those as needed and report back to the Council.

City of Lauderdale

The Island in the Metro

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

August 22, 2011

Dear Eustis Street Resident,

Last winter brought us a lot of snow and the parking issues that go with it. As you may recall, Ramsey County alleviated the parking issues on Eustis Street by hauling away snow on the west side of the street. The County has informed the City that they will not continue this practice in the future if we receive large amounts of snow.

Due to the width of the road and the traffic it carries, the snow not only causes a headache for residents but has the potential to limit public safety vehicles ability to respond to calls. The City would like your input on ways to alleviate future winter parking concerns on Eustis Street. The following are options the Council has been considering and would apply to the blocks between Larpenteur Avenue and Roselawn Avenue. Please place an "X" next to your preferred solution:

1. Make no changes to the City's parking policy for Eustis Street. (Currently, the City does not allow parking on streets after a 2" snowfall for 48 hours or until the street has been plowed curb to curb.)
2. Limit parking in the winter to one side of Eustis Street (permanent signs would be posted in the right-of-way area along Eustis Street):
 - Limit parking to the west (odd) side of the street
 - Limit parking to the east (even) side of the street
 - Alternate parking between the odd and even sides of Eustis Street based on even-odd year scheduling.
3. Alternative ideas: _____

4. Contact information should we have follow up questions (Optional):

You may respond to this survey in the following ways:

1. By e-mail at heather.butkowski@ci.lauderdale.mn.us
2. By calling City Hall at 651.792.7650
3. By dropping the survey off in the after hours drop box in front of City Hall
4. By mailing the survey to City Hall at 1891 Walnut Street, Lauderdale, MN 55113.

City of Lauderdale
The Island in the Metro

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Please return responses by Monday, September 5. The City Council will discuss the item at one of their September meetings.

Thank you for your insight. Please call if you have any questions.

Sincerely,

Heather Butkowski
City Administrator

Eustis Street Parking

Resident	Eustis Address	No change	Limit Parking to:		Alternate Comments
			West (Odd)	East (Even)	
1 Warren Reynolds	1898	1			
2 Craig Zbacnik		1		1	Do alternate parking all year long. On Perhaps the City can also allow more
3 Jenna Zark			1		
4 Did not leave name		1			
5 Did not leave name	1775			1	
6 Mike Nachreiner	1761		1		Under old system of alternate sides of Need one sided to get out of driveway
7 Fabian Roers				1	
8 Art Peterson Jr.	1816	1			
9 Mark Peterson		1			
10 Did not leave name		1			
11 Did not leave name		1			
12 Christensen's	1714	1			
13 Did not leave name				1	
14 Jeff Hermes				1	Thanks for giving residents who did not
15 Did not leave name		1			
16 Duane Pulford				1	He also stated he is okay with the stat
17 Tara Schwantz				1	
18 Did not leave name				1	
19 Art Peterson	1873	1			
20 Mike Tray		1			
21 Did not leave name				1	First Choice no parking at all on Eustis
22 Larry Lambert		1			
23 Did not leave name				1	
24 Chinese Christian Church		1			Response with 8 variables.
25 Robert Gille					
26 Did not leave name		1			I do not want vehicles parked in front
27 Judy Hayes				1	Limit parking only during years of hea
28 Did not leave name				11	
		13	1	2	