

LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, MAY 27, 2008
7:30 P.M. CITY HALL
1891 WALNUT STREET

FILE

1. ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVALS
 - a. Minutes of the May 13, 2008, City Council Meeting.
 - b. Claims totaling \$28,795.36.
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL.
5. CONSENT
 - a. PCIC Minutes
 - b. 2008 Rental housing licenses
6. SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS
7. PUBLIC HEARINGS Public hearings are conducted so that the public affected by a proposal can have input in to the decision.
8. REPORTS
 - a. Sound Wall Update
9. DISCUSSION / ACTION
 - a. Compost / Yard waste accumulation in alley right-of-way behind 1819 Eustis Street
 - b. Request by Mr. and Ms. Schultz, 1953 Carl, for fix to their front yard
 - c. Facilitator
 - d. Social Room tile maintenance
10. ITEMS REMOVED FROM THE CONSENT AGENDA
11. ADDITIONAL ITEMS
12. SET AGENDA FOR NEXT MEETING
 - a. 2009 budget discussion
 - b. Dog park discussion
 - c. Eustis Street Feasibility Study
 - d. Street Light Policy
13. WORK SESSION
 - a. Larpenteur Avenue Redevelopment
 - b. Street Lighting Policy
 - c. Council Chambers Technology Upgrades

Tuesday, May 13, 2008

Mayor Dains called the meeting to order at 7:30 p.m.

Council members present: Lara Mac Lean, Denise Hawkinson, Karen Doherty, Clay Christensen, and Mayor Jeff Dains.

Mayor Dains asked for any additions, deletions, or changes to the meeting agenda. Heck requested adding "Citizens Academy Graduation" to the Special Order of Business.

Council member Christensen moved to approve the agenda; council member Hawkinson seconded the motion and it carried.

Council member Mac Lean moved approval of the April 22, 2008, City Council meeting minutes. Council member Doherty seconded the motion and it carried.

Council member Christensen moved approval of the claims totaling \$98,988.18. Council member Hawkinson provided the second and the motion carried.

Mayor Dains asked if members of the public wished to address the council. Ms. Linda Huber told the Council she is requesting to have a garage moved on to her property and hoped the council will approve the request.

Council member Hawkinson moved the Consent Agenda approving the first quarter investment report and authorizing attendance at the annual LMC conference in Rochester. Council member Mac Lean seconded the motion and it carried.

Heck provided a brief update on meetings regarding potential redevelopment along Larpenteur Avenue and the NewMech site. Heck also provided an update on proposals received from consultants interested in facilitating a council/staff workshop.

Park Fence: Bownik provided information on the quotes received for the installation of a 5' fence along the southern boundary of the park. Three vendors initially responded to the request for quotes. Following a letter from a resident abutting the park, one vendor withdrew his quote. Bownik recommends the council approve and authorize Midwest Fence to install the fence and install a retaining wall along one section of the park.

Council questioned the need for a retaining wall and landscaping along one section of the proposed fence. Staff said the area is steep and felt a retaining wall near the fence location will help to stabilize the installation. Staff went on to say a fence might work without the retaining wall, and if necessary, a retaining wall could be added later.

Council member Christensen moved to approve Midwest Fence as the park fence contractor with Blue Chip removing trees and brush where needed. Council member Doherty seconded the motion and it carried with all voting yes.

Mayor Dains introduced the park use item and stated the council granted this type of request in the past.

Council member Hawkinson moved approval of the request to allow alcohol in the park for the event on May 31, 2008. Council member Mac Lean seconded the motion and it carried with Dains, Mac Lean, Hawkinson, and Christensen voting yes. Council member Doherty abstained.

Bowlik presented information regarding a request to move a garage into the community. He said Ms. Huber, 1760 Carl Street is requesting to move a used garage on to her property. The proposed location meets zoning requirements and the conditions outlined in the ordinance regulating the moving of structures.

Council asked if the garage will replace an existing garage. Ms. Huber stated the property has never had a garage.

Council member Christensen moved to allow the moving of the garage to 1760 Carl Street. Council member Mac Lean offered the second and the motion carried with all members voting yes.

The Council established the following items for consideration at the May 27 City Council meeting: PIC Minutes, Dog Park, Facilitators, Street Light Policy, and Larpenieur Avenue Redevelopment.

The Council entered the work session at 8:00 p.m. to discuss the sound wall color, stop sign and cross walk placement, and preliminary discussion on the 2009 City Budget.

Council member Hawkinson addressed the issue of sound wall color. She stated she communicated with Mn/DOT over the past week about the issue and suggested a darker "coco" brown color. Heck said Mn/DOT indicated if the council chose a different color scheme, Mn/DOT could amend the bid documents with the new color at no additional cost.

Council consensus is to accept the color indicated by member Hawkinson.

Heck then provided the council with information on the Larpenieur Avenue Bridge. He said the design provides for the installation of lighting and at some point the Council needs to select a style of street light. Upon review of the different options, the Council consensus is to consider one of the following designs: the "Evans", the "Lantern (aka Timeless Classic)", or the "Vernon."

Staff will research the cost and responsible party for the lighting.

Heck told the Council the budget development process is beginning and the first objective is for Council to provide guidance on what they feel the priorities are for the community. Council asked about the status of local government aide. Heck outlined what he knew from the League of Minnesota Cities and Metro Cities. He indicated the present legislation includes levy caps for communities over 2,500, additional local government aid, and enhanced property tax refund.

Consensus of the Council is to maintain 24-hour police service, continue improvements in the community park, and focus on redeveloping the southwest frontage of Larpenour Avenue.

Council member Hawkinson moved to adjourn the meeting. Council member Doherty seconded the motion and the meeting adjourned at 9:00 p.m.

Respectfully submitted

Brian W. Heck
City Administrator

**CITY OF LAUDERDALE
CLAIMS FOR APPROVAL**

May 27, 2008 City Council Meeting

Payroll	
05/16/08 Payroll: Direct Deposit # 500549-500553	\$7,121.18
05/16/08 Payroll: Payroll Liabilities, e-payments 257E-259E	\$6,117.35
<u>Vendor Claims</u>	
05/27/08 Claims: Check #s 19189-19207	\$15,556.83

Subtotal of Claims From Above

\$28,795.36

Total Claims for Approval	\$28,795.36
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CITY OF LAUDERDALE Payments

Current Period: MAY 2008

Batch Name 051608pyroll Payment Computer Dollar Amt \$6,117.35 Posted

Refer 256 ICMA RETIREMENT TRUST - 457 CK# 000257E 5/16/2008

Cash Payment G 101-21705 ICMA RETIREMENT 5/16/08 payroll \$2,022.68

Transaction Date 5/15/2008 Due 0 NORTH STAR CHEC 10100

Total \$2,022.68

Refer 257 NORTH STAR BANK, CHECKING S CK# 000258E 5/16/2008

Cash Payment G 101-21703 FICA WITHHOLDING. 5/16/08 payroll taxes \$1,836.46

Transaction Date 5/15/2008 Due 0 NORTH STAR CHEC 10100

Cash Payment G 101-21701 FEDERAL TAXES 5/16/08 payroll taxes \$816.91

Invoice

Refer 258 PERA CK# 000259E 5/16/2008

Cash Payment G 101-21704 PERA 5/16/08 payroll \$1,441.30

Transaction Date 5/15/2008 Due 0 NORTH STAR CHEC 10100

Total \$1,441.30

Invoice

Refer 10100 NORTH STAR CHECKING

Transaction Date 5/15/2008 Due 0 NORTH STAR CHEC 10100

Total \$6,117.35

Batch Total \$6,117.35

Fund Summary

Pre-Written Checks \$6,117.35

Checks to be Generated by the Compute \$0.00

Total \$6,117.35

***Check Detail Register®**

CITY OF LAUDERDALE

MAY 2008

Check Amt Invoice Comment

10100 NORTH STAR CHECKING	
Paid Chk# 019189	5/27/2008 BLUE CHIP TREE CO., INC.
E 101-43000-317	TREE SERVICE
\$1,011.75	Total BLUE CHIP TREE CO., INC.
\$1,011.75	remove 2 trees
<hr/>	
Paid Chk# 019190	5/27/2008 BONESTROO, ROSENE, ANDERLIK
E 404-48404-304	ENGINEERING
\$1,334.00	4/08 engineering services - ic
E 403-48403-304	ENGINEERING
\$2,700.00	4/08 engineering services - LS
E 401-48401-304	ENGINEERING
\$1,126.68	4/08 engineering services - se
E 101-43000-304	ENGINEERING
\$189.00	4/08 engineering services - so
\$5,349.68	Total BONESTROO, ROSENE, ANDERLIK
<hr/>	
Paid Chk# 019191	5/27/2008 CINTAS
E 602-49100-425	CLOTHING
\$42.27	pw clothing
E 601-49000-425	CLOTHING
\$42.27	pw clothing
\$84.54	Total CINTAS
<hr/>	
Paid Chk# 019192	5/27/2008 CITY OF ROSEVILLE
E 101-41200-306	CONSULTING FEES
\$202.83	5/08 IT support
\$202.83	Total CITY OF ROSEVILLE
<hr/>	
Paid Chk# 019193	5/27/2008 EUREKA RECYCLING
E 203-50000-389	RECYCLING CONTRACTOR
\$1,547.27	4/08 recycling contract
\$1,547.27	Total EUREKA RECYCLING
<hr/>	
Paid Chk# 019194	5/27/2008 INTEGRA
E 101-41200-391	TELEPHONE/PAGERS
\$50.51	4/08 fax line
\$50.51	Total INTEGRA
<hr/>	
Paid Chk# 019195	5/27/2008 JIMMYS JOHNNYS INC
E 101-45200-427	POTTY RENTAL
\$127.44	4/18-5/15 park portable restro
\$127.44	Total JIMMYS JOHNNYS INC
<hr/>	
Paid Chk# 019196	5/27/2008 KENNEDY & GRAVEN
E 101-41200-305	LEGAL FEES
\$356.50	4/08 legal fees - contract rev
E 101-41200-355	MISC PRINTING/PROCESS SER
\$21.86	4/08 legal processing fees
E 101-41200-305	LEGAL FEES
\$449.50	4/08 legal fees - park subsequ
\$827.86	Total KENNEDY & GRAVEN
<hr/>	
Paid Chk# 019197	5/27/2008 MAMA
E 101-41200-308	TRAINING/CONFERENCES
\$20.00	bh luncheon / training
\$20.00	Total MAMA
<hr/>	
Paid Chk# 019198	5/27/2008 MN CLERKS & FIN OFFICERS ASSOC
E 101-41200-438	DUES & SUBSCRIPTIONS
\$35.00	hb membership
\$35.00	Total MN CLERKS & FIN OFFICERS ASSOC
<hr/>	
Paid Chk# 019199	5/27/2008 NORTH SUBURBAN ACCESS CORP
E 202-49500-327	OTHER SERV- SEWER/NPDES I
\$664.29	1q08 programming / webstreamin

CITY OF LAUDERDALE

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MAY 2008

Check Amt Invoice Comment

Total NORTH SUBURBAN ACCESS CORP		\$664.29
<hr/>		
Paid Chk# 019200	5/27/2008	OFFICE MAX
E 101-41200-201	GENERAL SUPPLIES	\$2.65
Total OFFICE MAX		\$2.65
<hr/>		
Paid Chk# 019201	5/27/2008	PUBLIC EMPLOYEES INS PROGRAM
G 101-21706	HEALTH INSURANCE	\$1,054.53
Total PUBLIC EMPLOYEES INS PROGRAM		\$1,054.53
<hr/>		
Paid Chk# 019202	5/27/2008	RAMSEY COUNTY, PROP REC & REV
E 101-42100-442	MISC	\$505.92
E 303-47300-621	FILE MAINTENANCE CHARGES	\$215.83
E 304-47400-621	FILE MAINTENANCE CHARGES	\$215.84
E 302-47200-621	FILE MAINTENANCE CHARGES	\$215.83
Total RAMSEY COUNTY, PROP REC & REV		\$1,153.42
<hr/>		
Paid Chk# 019203	5/27/2008	RELIAKOR SERVICES
E 101-43000-314	STREET SWEEPING	\$1,825.50
Total RELIAKOR SERVICES		\$1,825.50
<hr/>		
Paid Chk# 019204	5/27/2008	SPRINT PCS
E 602-49100-391	TELEPHONE/PAGERS	\$16.78
E 601-49000-391	TELEPHONE/PAGERS	\$16.79
E 101-43000-391	TELEPHONE/PAGERS	\$33.58
Total SPRINT PCS		\$67.15
<hr/>		
Paid Chk# 019205	5/27/2008	W. BROWN LAND SURVEYING, INC.
E 101-41200-355	MISC PRINTING/PROCESS SER	\$894.17
Total W. BROWN LAND SURVEYING, INC.		\$894.17
<hr/>		
Paid Chk# 019206	5/27/2008	XCEL ENERGY, PARK & GARAGE
E 101-43000-381	ELECTRIC	\$12.77
E 101-43000-383	GAS UTILITIES	\$75.40
E 101-45200-383	GAS UTILITIES	\$75.40
E 101-45200-381	ELECTRIC	\$12.76
Total XCEL ENERGY, PARK & GARAGE		\$176.33
<hr/>		
Paid Chk# 019207	5/27/2008	XCEL ENERGY, STREET LIGHTING
E 101-43000-381	ELECTRIC	\$461.91
Total XCEL ENERGY, STREET LIGHTING		\$461.91
<hr/>		
Total NORTH STAR CHECKING		\$15,556.83

4/08 street lighting

4/08 park & garage utilities
4/08 park & garage utilities
4/08 park & garage utilities
4/08 park & garage utilities

park - revise survey, set judi

4/08 pw cell phone
4/08 pw cell phone
4/08 pw cell phone

spring '08 street sweeping

4/08 911 dispatch
'07 special assessment adminis
'07 special assessment adminis
'07 special assessment adminis

6/08 health insurance

mailing tube

***Check Detail Register©**

CITY OF LAUDERDALE

MAY 2008

Check Amt Invoice Comment

Fund Summary

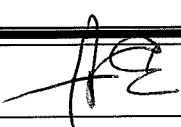
10100 NORTH STAR CHECKING	\$7,418.98	101 GENERAL
	\$664.29	202 COMMUNICATIONS
	\$1,547.27	203 RECYCLING
	\$215.83	302 '00 ST/UTIL IMP DEBT SERVICE
	\$215.83	303 '02 ST/UTIL IMP DEBT SERVICE
	\$215.84	304 '03 ST/UTIL IMP DEBT SERVICE
	\$1,126.68	401 CAPITAL IMPROVEMENT STREETS
	\$2,700.00	403 CAPITAL IMPROVE STORM WATER
	\$1,334.00	404 PARK IMPROVEMENT
	\$59.06	601 SEWER UTILITIES
	\$59.05	602 STORM SEWER ENTERPRISE FUND
	<u>\$15,556.83</u>	

COUNCIL ACTION:

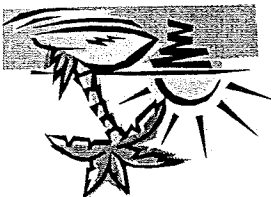
STAFF RECOMMENDATION: Motion to acknowledge receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:
Attached are the minutes from the Park & Community Involvement Committee meetings of April 7, 2008 and May 5, 2008.

LAUDERDALE COUNCIL	ACTION REQUESTED
MEETING DATE: May 27, 2008 ITEM NUMBER: PCIC Minutes 5-A STAFF INITIAL: Jim APPROVED BY ADMINISTRATOR: 	Consent <input checked="" type="checkbox"/> X Special Public Hearing Report Discussion/Action Resolution Work session

**MINUTES
MONDAY, APRIL 7, 2008
PARK & COMMUNITY INVOLVEMENT COMMITTEE**



1. CALL TO ORDER 6:34 p.m.
2. ROLL CALL
Members Present: Micah Harpel, Kathy Leraid, Bob Milligan, Gretel Keene, Kendra Kauppi, Kathy Thompson
Staff & Council Present: Jim Bownik, Denise Hawkinson
Members Absent: Donna Yamashita-Berry
Others Present:
3. APPROVAL OF THE AGENDA
Milligan motioned to approve the agenda, second by Harpel. Ayes: 5, Nays: 0. Motion carried.
4. APPROVAL OF MINUTES OF MARCH 3, 2008 MEETING
Harpel motioned to approve the minutes, second by Keene. Ayes: 5, Nays: 0. Motion carried.
5. UPDATES
A. 2008 Park Improvements
Bownik provided an update on the bids received for the project.
B. City-Wide Garage Sale (Saturday, May 17)
Bownik provided an update for the event. Moose Giannetti has agreed to advertise again on the back of the garage sale listings for a \$50 fee. Leraid and Harpel volunteered to paint and display the sandwich board signs. The Committee recommended continuing to leave the closing time up to the individual participants.
C. Music Under the Trees
Leraid informed the Committee that she has arranged for the Roseville Community Band to play on Monday, June 16 from 7:30-8:45 p.m. Her recommendations include providing ice cream again, not providing lemonade, and continuing the rain/severe weather policy. Leraid said she anticipates having information about the July event at a future meeting.
6. DISCUSSION
A. Parks Capital Improvement Plan (Parks CIP)

The Committee discussed the second draft of the Parks CIP and recommended the following modifications for a final draft:

Community Park- 2 additional trash containers (2008), electrical upgrades to the park shelter (2009), bathrooms (2010), and park shelter refurbishment (2012);
Walsh Lake- installing the aesthetically pleasing bench at the end of Pleasant Street instead of along a path, and change the 2010 items to 2011.

B. 2009 Playground Improvements
The Committee discussed the results of the playground survey and the loss control recommendations. Bownik briefly reviewed some possible equipment choices. Harpel and Yamashita-Berry took home equipment catalogues for further review.

7. OTHER BUSINESS

8. SET AGENDA FOR NEXT MEETING

Bownik provided a suggested agenda for the next meeting.

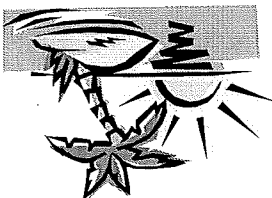
9. SET DATE FOR NEXT MEETING

The committee meets on the first or third Mondays of the month depending on the needs and commitments of the committee. A consensus of the Committee recommended Monday, May 5 and Monday, June 2 at 6:30 p.m.

10. ADJOURNMENT

Harpel motioned to adjourn the meeting, second by Leraid. Ayes: 5, Nays: 0. Motion carried. The meeting adjourned at 8:56 p.m.

**MINUTES
MONDAY, MAY 5, 2008
PARK & COMMUNITY INVOLVEMENT COMMITTEE**



1. CALL TO ORDER 6:38 p.m.
2. ROLL CALL
 Members Present: Kathy Lefald, Kathy Thompson
 Members Absent: Micah Harpel, Kendra Kauppi, Gretel Keene, Bob Milligan, Donna Yamashita-Berry
 Staff & Council Present: Jim Bownik, Denise Hawkins, Lara Mac Lean
 Others Present: Jean Blat, Leslie Krantz, Dan Murphy, Rebecca Borman
3. APPROVAL OF THE AGENDA
 A quorum was not present to approve the agenda.
4. APPROVAL OF MINUTES OF APRIL 7, 2008 MEETING
 A quorum was not present to approve the minutes.
5. UPDATES

A. 2008 Hockey Rink Improvements
 Bownik provided an update on the bids award and expected costs. He also stated that the anticipated start date is June 10 with substantial completion by July 11.

B. City-Wide Garage Sale (Saturday, May 17)
 Bownik provided an update for the event.

C. Music Under the Trees (Monday, June 16, 7:30-8:45 p.m.)
 Lefald informed the Committee that the Roseville Community Band has agreed to play for the June event. She recommended doubling the ice cream distributors to four. Thompson volunteered to help Lefald distribute ice cream.

D. Day in the Park (Saturday, August 16, 4-7 p.m.)
 Lefald and Bownik informed the Committee that Denny and the Dawgs have agreed to play for the event. Bownik stated that the next step is to discuss the event manual and assignments. The Committee also discussed whether to change the time of the event.

E. Parks Capital Improvement Plan (Parks CIP)
 Bownik provided an updated draft of the Parks CIP and stated that the only change for a final draft is the possible inclusion of a dog park area.

6. DISCUSSION

A. Dog Park

The Committee discussed a potential dog park site proposed by the council. Guests were present to contribute to the discussion. The Committee asked them what worked well and what did not work well with the DPA at the hockey rink. The guests thought three things worked well: people met their neighbors, it was fenced, and it was in the park. Overall, they thought it worked, but not well. The biggest reason it did not work well was there was no shade. The guests felt strongly that any new location would need shade. Other suggestions included benches (inside and outside the fenced area), water, a garbage container, and wood chips. Mr. Murphy volunteered to donate some benches.

After a lengthy discussion with the guests, the group reached a consensus for a proposed 100' X 150' area. The Committee suggested a five-foot high black vinyl-coated chain link fence with one double gate entrance on the SE corner. Bownik agreed to mark the proposed area at the park so people could look at it and prepare to make a recommendation.

After the guests left, discussion continued about the proposed size of the dog park area. Council Member Mac Lean suggested and a consensus of the remaining group agreed to consider revising the proposed size to 60' by 160' in order to leave enough room for the archery and a functional open field area for volleyball, etc. Bownik agreed to mark the area for 60' x 160'.

B. 2009 Playground Improvements

The Committee recommended postponing this item to the next meeting.

7. OTHER BUSINESS

8. SET AGENDA FOR NEXT MEETING

Bownik provided a suggested agenda for the next meeting.


9. SET DATE FOR NEXT MEETING

The committee meets on the first or third Mondays of the month depending on the needs and commitments of the committee. The next meeting is set for Monday, June 2 at 6:30 p.m.

10. ADJOURNMENT

The meeting adjourned at 8:48 p.m.

LAUDERDALE COUNCIL ACTION FORM

MEETING DATE <u>May 27, 2008</u>
AGENDA NUMBER <u>5B Rental Housing Licenses</u>
DESCRIPTION <u>2008 Rental Housing Licenses</u>


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

<p style="text-align: center;">BACKGROUND OR PAST COUNCIL ACTION</p> <p>The following rental property owners successfully completed the licensing process for 2008.</p> <p>Zongyu John Chen, 1626 Rosehill Circle Charles Daws, 1962 Malvern Street Kathy Toner, 2387 Larpenieur Avenue</p>	
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<p style="text-align: center;">OPTIONS</p>	
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<p style="text-align: center;">STAFF RECOMMENDATION</p> <p>Approve these rental housing licenses for 2008.</p>	
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<p style="text-align: center;">COUNCIL ACTION</p>	
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MOTION BY _____ SECOND _____

STAFF ACTION

LAUDERDALE COUNCIL ACTION FORM

- TYPE OF REQUEST**
- Consent
 - Action
 - Resolution
 - Information
 - Work session

DESCRIPTION Compost / waste in alley right of way

AGENDA NUMBER 9-A

MEETING DATE Tuesday, May 27, 2008

BACKGROUND OR PAST COUNCIL ACTION

Mr. Lambert of 1803 Eustis contacted staff to complain about the compost pile behind 1819 Eustis and the nuisance it creates. Staff looked at the area (Dave, Joe, Jim and I) and the material appears to be several years of decomposed yard and other waste. There is no odor associated with the material and vegetation is growing. Staff sent a letter to Mr. Lambert indicating the above and that the resident of 1819 Eustis discontinues disposing of yard waste in the alley right of way. Mr. Lambert contacted staff after receiving the letter stating the area attracts rats and other vermin and it is unhealthy and wants it removed. Staff estimates the cost to remove and dispose of the material at \$750.00.

OPTIONS

1. Remove the material as requested
2. Leave area alone
3. Prepare and apply grass seed and blanket
4. Require owner of 1819 Eustis to remove material

STAFF RECOMMENDATION

COUNCIL ACTION

STAFF ACTION

MOTION BY _____

SECOND _____





LAUDERDALE COUNCIL ACTION FORM

TYPE OF REQUEST

- Consent
- Action
- Resolution
- Information
- Work session

MEETING DATE Tuesday, May 27, 2008

AGENDA NUMBER 9-B

DESCRIPTION 1953 Carl - Slope restoration



BACKGROUND OR PAST COUNCIL ACTION

Mr. and Ms. Schultz appeared before the Council last summer requesting the City do something about their front yard. Mr. and Ms. Schultz stated since the road construction, they have been unable to maintain grass on the slope and it is difficult to maintain. Staff and the city's engineer visited the site. Attached is the finding of the engineer.

OPTIONS

1. Prepare the slope and re-seed with grass and a fiber blanket
2. Prepare the slope and plant low maintenance shrubs and plants
3. Prepare the area and plant low maintenance ground cover
4. Leave the area as is

STAFF RECOMMENDATION

Staff is comfortable with any of the aforementioned options

COUNCIL ACTION

STAFF ACTION

MOTION BY _____

SECOND _____

Mr. Brian Heck
Lauderdale City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Re: 1953 Carl Street
City of Lauderdale
Bonestroo File No.: 000532-08000-0

Dear Brian,

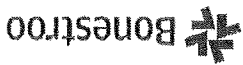
As requested we have reviewed the front yard slope and vegetation at 1953 Carl Street. Carl Street in front of this address was reconstructed as part of the City's 2002 Utility and Street Improvement project. As part of this project the slope in front of 1953 Carl Street was re-graded and sod was installed. The project specifications require the contractor to maintain the sod for the first thirty days after installation after such time the maintenance and upkeep of the sod is the homeowner's responsibility. The City accepted the sod installation by making payment to the contractor in Pay Request #12 dated August 4, 2003.

Stuart Krahn, a landscape architect at our office visited 1953 Carl Street to review the slope and vegetation on the street side of the home. Stuart measured the slopes to be approximately 2:1 (2 horizontal to 1 vertical). Attached are cross sections shot by our survey crew in 2002. You will note the three cross sections at stations 2+50, 2+91, and 3+00 represent the slopes at 1953 Carl Street prior to the 2002 Utility and Street Improvement project. We have noted those pre-project slopes ranged from 2.2:1 to 2.5:1. The pre-project slopes were slightly flatter than the slopes that exist on that site today.

Stuart noted there were bare or unvegetated areas on the slope. Reasons for this could include an embankment that is over compacted or is possibly too shady to support the grass type installed. Stuart recommends the following options to revegetate the slope:

1. Resod the slope and see if there is better success now.
2. Remove the sod and seed the slope with a low maintenance or no-mow seed mix, such as a perennial fescue. This would reduce the number of mowings required to 2 to 3 per summer. The fescue would grow to 6"-12" tall if mowed 2 to 3 times per year. We recommend installing fiber blanket over the seed if this option is pursued.
3. Remove the sod and plant spreading shrubs such as ground sumac or snowberry on the slope. Another option would be to plant spirea shrubs.
4. Remove the sod and plant a perennial groundcover such as hosta, daylily, or native perennials or native grasses on the slope.

May 22, 2008



2335 Highway 36 W
St. Paul, MN 55113
Tel 651-636-4600
Fax 651-636-1311
www.bonestroo.com

Lauderdale
1953 Call Street

Page 2
May 22, 2008

Please review these options and let Stuart or me know if you need any additional information. Stuart can be reached at (651) 604-4861 and I can be reached at (651) 604-4863.

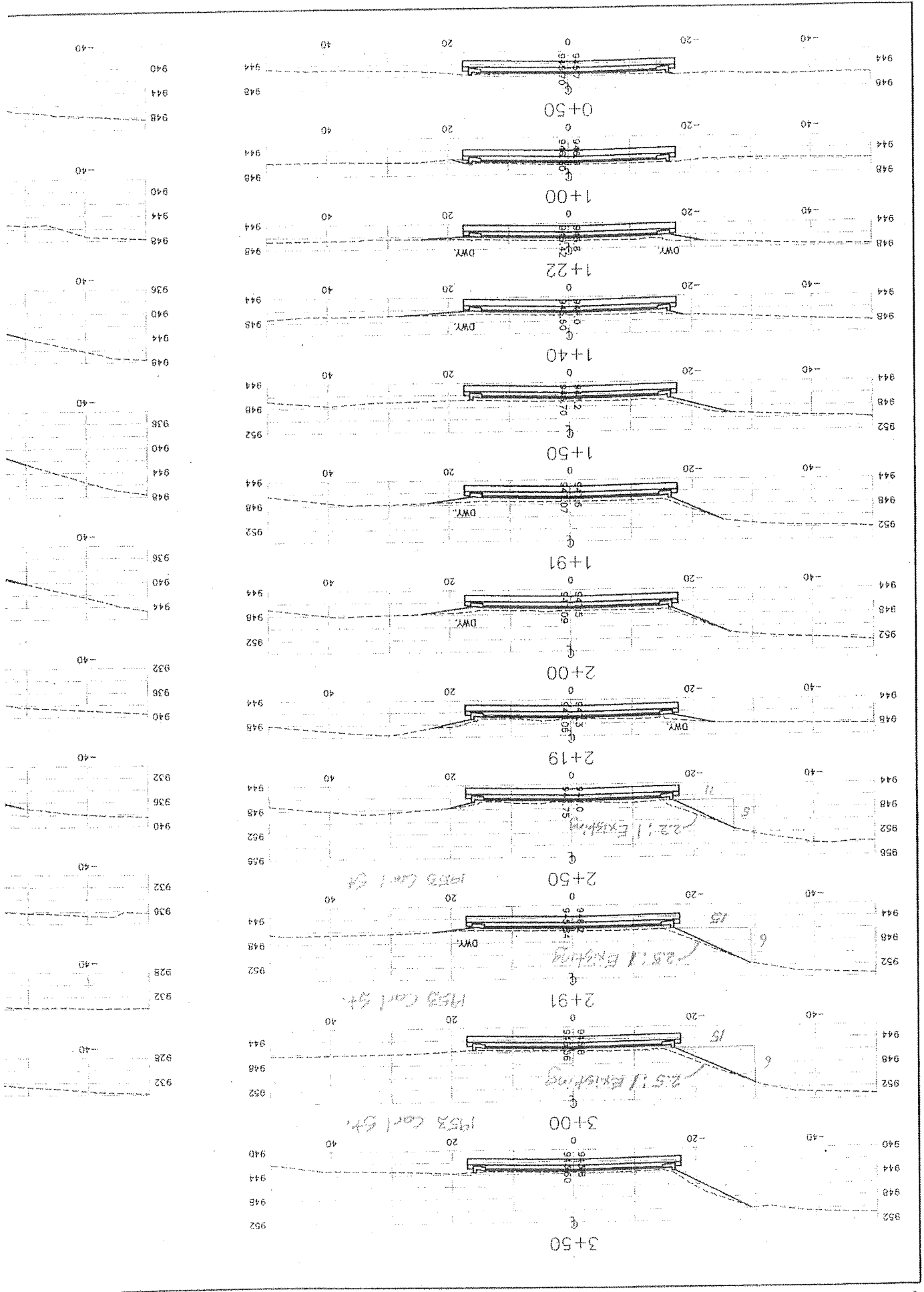
Sincerely,

BONESTROO


Tom Kellogg

Attachment

C Stuart Krahn, Bonestroo



April 23, 2008

TO: Brian Heck, City Administrator
Jeffrey Dains, Mayor
Clay Christensen
Karen Doherty
Denise Hawkinson
Lara Mac Lean

FROM: Karen & Jack Schultz
1953 Carl St.
Lauderdale, MN 55113

SUBJECT: Our Embankment in front of our house

This is a follow up to our letter to you (July 30, 2007) and our attendance at the August 28, 2007 Council Meeting, concerning our front yard embankment.

8 months have passed and we are wondering if you have contacted an engineer to survey the bank, as mentioned in your letter. You also stated in your letter that the council would not have the item on the agenda until spring.

Well, it is spring now and we would like the item to be put on the agenda, with the right staff at the table, as soon as possible, so that some action can take place.

Thank you,

Karen & Jack Schultz
(651)631-0613

Attachments

My husband and I have been residents of Lauderdale for more than 44 years and have always been proud of the way our property looks and is maintained.

We have been struggling with our embankment going on five years. When the road work was being done, the construction workers lowered our street so much that it made the embankment much steeper than it had ever been, therefore almost impossible to mow. Because of the curb, they had to dig further into the lot, consequently the slope changed again. This is the second time that the grade has been changed over the years due to road development. The attached slope gauge shows the slope degree of bank which we now have.

Why are we complaining now?...because we cannot maintain it any longer. Why didn't we complain when the work was being done?...because we were stupid and blind to think it would be a problem. It looked great with the new sod, but you can't see the problem until you have to start taking care of it. Over the years of mowing this steep bank, my husband has had to replace our lawn mower. My husband has resorted to using a grass trimmer to cut what is left of the grass.

Shortly after the work was completed the sod started to deteriorate and since then it has declined every year. It isn't that we haven't tried to make it look decent. Every year we have tried black dirt, sod and seeding to no avail. This year again we tried, I was out watering the grass seed twice a day for about three weeks, nothing grew, my neighbors can attest to this. The fill that they used on the bank seems to be clay and sand with small rocks.

We need your help!

Lauderdale City Council

July 30, 2007

We feel that the contractor should have advised us of the consequences and suggested a retaining wall. We feel that it is the responsibility of the City of Lauderdale or the Contractor to resolve this problem, so what can you do to help us?

You are more than welcome to come by and view our embankment and see if you would like your front yard to look like this, or better yet, try to mow it.

It is our hope that the council will review this letter and come to a satisfactory solution.

Thank you,

Jack and Karen Schultz
1953 Carl Street
Lauderdale, MN 55113
(651)631-0613

We are unable to attend the August 14 Council Meeting, but will attend the August 28 meeting. Please call if you have questions.

MINUTES OF THE LAUDERDALE CITY COUNCIL

TUESDAY, AUGUST 28, 2007

7:30 p.m. Lauderdale City Hall, 1891 Walnut Street

Mayor Dains called the meeting to order at 7:30 p.m. and asked Administrator Heck to take the

roll. Members present: Council members Karen Gill-Gerbig, Denise Hawkinson, Karen Doherty, and Mayor Dains. Council member Clay Christensen was not present. Also present were staff members Jim Bownik, Assistant to the City Administrator, and Heather

Butkowski, Deputy City Clerk.

Mayor Dains asked if there were any additions or deletions to the agenda. There being none,

council member Hawkinson moved to approve the agenda. Motion seconded by council member

Gill-Gerbig and carried.

Mayor Dains asked if there were any additions or corrections to the July 24, 2007, City Council minutes. There being no amendments to the minutes, council member Doherty moved approval.

Council member Gill-Gerbig seconded the motion and it carried.

Mayor Dains asked if there were any questions on the claims. There being no questions, council

member Gill-Gerbig moved to approve the claims in the amount of \$31,302.81. Council member Doherty seconded the motion and it carried.

Mayor Dains asked if anyone present wished to address the Council on issues not on the agenda.

Karen and Jack Schultz of 1953 Carl Street addressed the Council on an issue relating to the condition of their front yard and their request to have the City mitigate the slope they claim was created as a result of the road improvement project in 2002. Mr. and Mrs. Schultz provided a letter and slope calculator outlining their concerns. They commented the slope increased after the construction project and the sod placed by the City did not hold. They further stated they attempted to grow grass without success and moving the slope is difficult. They would like the City to consider installation of some sort of retaining wall. The Mayor thanked them for their comments and said the City will consider the issue at a later meeting.

Mayor Dains asked if the Council wished to add or remove items from the consent

agenda. There being no items to remove from the consent agenda, council member Hawkinson moved approval

of the consent agenda consisting of the following: setting the September 11, 2007, City Council

meeting start time to 8:00 p.m. and approving the waste hauler license for Veolia. Council

From minutes of Sept. 11, 2007 mtg.

southwest area. The main concern for retail development is access. The Council also discussed the possible impact the new Bridge will have on the area. After additional discussion, Heck was asked to organize a meeting together with owners/representatives along the corridor.

The Council discussed the request made by Mr. and Ms. Schultz of 1953 Carl for a retaining wall. Heck provided some information on their property before and after grading. The Council asked Heck to work with the engineer to get better information. They also requested that when this issue comes up again, to have the right staff at the table.

Respectfully Submitted,

Brian W. Heck
City Administrator

City of Lauderdale
The Island in the Metra

1891 Walnut Street
Lauderdale, MN 55113
Main 651-792-7650
Heather 651-792-7657
Jim 651-792-7656
Brian 651-792-7655
P/W/Inspections
651-792-7661

September 20, 2007

Mr. Jack Schultz
1953 Carl Street
Lauderdale, MN 55113

Dear Mr. Schultz,

This letter is a follow-up to the City Council meeting you attended on August 28, 2007, and the Council meeting of September 11, 2007.

At the August 28, 2007, Council meeting you and your wife presented a letter to the Council asking for their consideration in helping you to resolve the slope in your front yard. In your discussion with the Council, you stated the front yard has become more difficult to mow and that growing grass is also difficult. You suggested the maintenance problem was exacerbated by the street and utility improvements the City completed in 2002. Your specific request was to have the City install a retaining wall of some sort to improve the condition and ease the maintenance.

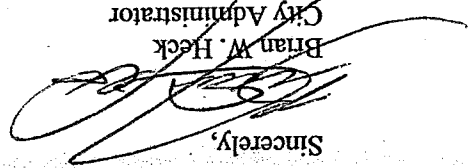
The Council took your request under advisement and indicated they would discuss the issue further at the next council meeting.

The Council discussed your issue at the September 11, 2007, Council meeting. Council directed staff to work with the engineer and gather additional information so the Council can have a more complete discussion with as much information as possible to allow for them to make an informed decision.

I will contact you when the Council considers placing this item on the agenda for discussion so that you may be present. At this time, I do not know when the Council will place this item on the agenda. It is my guess the Council will not have this item on the agenda until the spring of 2008.

Again, thank you for bringing your concern and issue to the Council for consideration.

Sincerely,



Brian W. Heck

City Administrator

City of Lauderdale

Mayor and Council

Tom Kellogg, City Engineer

LAUDERDALE COUNCIL ACTION FORM

MEETING DATE <u>Tuesday, May 27, 2008</u>	AGENDA NUMBER <u>9-C</u>	DESCRIPTION <u>Council / Staff Facilitator</u>
---	--------------------------	--

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

BACKGROUND OR PAST COUNCIL ACTION
<p>The council discussed staff and council roles and responsibilities and during the discussion, the Council requested staff get proposals from consultants to facilitate a discussion on communication, roles and expectations.</p> <p>Staff received proposals from two firms who perform this service and Midwest Government Advisors and Global Synergy Group. Both proposals provide some pre-retreat work in the form of interviews or questionnaires. They then propos a four-hour retreat with Council and Staff.</p> <p>Global Synergy Group proposes a flat fee of \$2,000. Midwest Government Advisors proposes a flat fee of \$2,150 with face-to-face interviews or \$1,725 for questionnaires.</p>

OPTIONS

STAFF RECOMMENDATION

COUNCIL ACTION

MOTION BY _____

SECOND _____

STAFF ACTION _____

MIDWEST GOVERNMENT ADVISORS, LLC

10205 152nd STREET NORTH, HUGO, MN 55038

WILLIAM JOYNES 612.860.4950
ROBERT SHELLUM 651.341.0370
STEPHANY GOOD 952.292.2002

The consultant will facilitate one, four hour Council Staff Retreat where the above information will be discussed and, if appropriate, action steps recommended for possible solutions. The consultant will provide a summary document of issues and actions at process conclusion.

Project Schedule

The consultants anticipate a two week period of time prior to the scheduled retreat dates to gather and disseminate the issue research information. The finished report of the proceedings will be delivered to the City no later than 14 days from the conclusion of the retreat session.

Project Fees

Option 1, Face to Face Interviews, (assuming maximum of ten), for a set fee of \$2,150.00. All expenses included.

Option 2, Written Survey, for a set fee of \$1,725.00. All expenses included.

Recent Auditing Assignments and Contacts:

Goodhue County, KIDS Program, Management Audit, Dr. Karen Main, Public Health Director
Pine City Fire, Organizational Structure, Mayor Jane Robbins
City of Mankato, Public Works Management Audit, Pat Hentges, City Manager
City of Ramsey, Staffing and Structure Audit, (with Springsted Inc.), Jim Norman Administrator
Carver County, Staffing and Structure, (Springsted Inc.) Dave Hemze, County Administrator
Lakeville Police Department, Strategic Plan, on going, Tom Von Hof, Police Chief

MIDWEST GOVERNMENT ADVISORS, LLC

10205 152ND STREET NORTH, HUGO, MN 55038

WILLIAM JOYNES 612.860.4950
ROBERT SHELLUM 651.341.0370
STEPHANY GOOD 952.292.2002

City of Coon Rapids, City Goal Setting and Council Staff Retreat, 2007 and 2008. Matt Fulton,
City Manager

City of Mankato, City Goal Setting and Council Staff Retreat 2007, Pat Hentges, City Manager
City of Minnetrista, City Goal Setting / Communications Retreat, in progress, Mike Funk, City
Administrator.

Thank you for the opportunity to be considered for this project. If we can provide additional
information for you please feel free to contact me.

William S. Joynes

wjoynes@mngadvisors.com

612-860-4950

MIDWEST GOVERNMENT ADVISORS, LLC

10205 152ND STREET NORTH, HUGO, MN 55038

WILLIAM JOYNES 612.860.4950
ROBERT SHELLUM 651.341.0370
STEPHANY GOOD 952.292.2002

May 2, 2008

Proposal to:

City of Lauderdale, MN

For Consulting Services

Council / Staff Communications Work Session

Midwest Government Advisors (MGA) is pleased to present this proposal to the City of Lauderdale to assist the City in the identification and resolution of communication and role issues between City Council and staff. The proposal assumes the facilitation of a four hour session to be scheduled by the City.

About Us

The participants in this project are Bill Joynes and Robert Shellum, Principals of Midwest Government Advisors.

MGA was established in the spring of 2006. The company specializes in providing consulting services to local government in Minnesota. We provide organizational and staff audit and goal setting services, labor relations services, education and training, executive search and investigative assistance. We are fully bonded, licensed and insured.

Bill Joynes has been teaching at the college graduate level for over 21 years, with specific emphasis on conflict resolution, labor relations, strategic planning, management, human resources and the changing public sector work force. During his more than 35 years working in senior management positions in local government, he has encountered and dealt with many issues. Bill has served as the Dean of the Hamline Graduate School of Management and has worked with Labor Relations Associates and Springsted Inc. on a contractual basis serving

MIDWEST GOVERNMENT ADVISORS, LLC

10205 152ND STREET NORTH, HUGO, MN 55038

WILLIAM JOYNES 612.860.4950
ROBERT SHELLUM 651.341.0370
STEPHANY GOOD 952.292.2002

Minnesota government clients. In his last position in local government he served for 19 years as City Manager and HRA Director for the City of Golden Valley, MN.

Robert Shellum spent almost 30 years in law enforcement, completing his career as Chief of Police. He also teaches graduate college courses, and has done a great deal of work in the areas of selection and promotion of personnel; specifically developing assessment instruments that have been used on a national level. He has worked extensively in candidate assessment and selection.

Project Assignment

It is our understanding that the City is looking for assistance in structuring and facilitating a City Council/Staff retreat that will discuss and produce the following:

- Identification of existing communication issues between Staff and Council
- A discussion of role expectations in the Council-Administrator form of government.
- Suggestions for processes and procedures to resolve outstanding issues.

Project Methodology

The consultant will conduct on-site interviews of current Staff and members of the City Council to identify existing communication issues and role expectations and summarize this information for a joint work session. Interviews will be coordinated through the City and at the convenience of Council and Staff and responses will be anonymous.

As an alternative, the consultants can conduct an anonymous written survey of Staff and Council to substitute for the face to face interviews. While this process is less expensive it will provide somewhat less information than the interviews.

May 11, 2008

Brain W. Heck
City Administrator
City of Lauderdale

RE: Facilitation Proposal

Dear Mr. Heck:

Thank you for considering this proposal to facilitate a meeting between the council and staff for the purposes of improving communication and role identification. It is anticipated that improvement in these areas will lead to a better working relationship.

As requested the following information is submitted for your review:

Description of the Organization:

Global Synergy Group, LLC (GSG) is comprised of a network of human resource and organization development professionals. As organizations face change our team of experienced practitioners assists clients with managing change, improving operations and systems, workplace culture, and leadership development. Our goal is to help create successful strategies for effectiveness and change. We apply advanced research methods, behavioral science approaches and leading practices to the day-to-day operation and strategic needs of an organization.

We work with our clients to develop a customized facilitated workshop or meeting to fit the exact situation and client requirements. Participants leave the meetings or workshops not only with great results, but we also consciously transfer the facilitation skills, tools, and techniques we use to your people.

Qualifications of the individual providing the facilitation:

Richard Fursman, President

Richard has over 25 years of senior management experience in local government, most recently as the City Manager of Maplewood, Minnesota. Throughout his career, Mr. Fursman has supervised, managed and trained over a thousand employees in several cities. Mr. Fursman provides Organization Development services through teambuilding, conflict resolution, strategic planning, community outreach and leadership development. Mr. Fursman also serves as an

Adjunct Faculty member at the University of St. Thomas where he teaches Master's level Courses in Leadership.

Richard earned his Bachelor of Arts in Economics from the University of St. Thomas and his Master of Arts degree in Urban and Regional Affairs from Mankato State University. He is an Organization Development Doctoral Candidate at the University of St. Thomas writing his dissertation on civic engagement. Richard has been awarded the title of Credentialed City Manager by the International City Manager's Association.

Richard is a past board member of the Minnesota City Manager's Association, Rotary International, and past president of the Minnesota Metropolitan Manager's Association. Richard has international consulting experience in Ustad, Sweden as part of a City Manager Exchange Program. He has practiced Organization Development in Kiev, Ukraine at NaUKMA University and for the City of Vasilkov, Ukraine.

Process and services provided:

The process of conducting this type of facilitation will consist of:

- Gathering information through interviews: Each elected official and key staff will be interviewed so an assessment of the current state and desired state can be made.
- Create meeting agenda: Once the assessment is complete, an agenda will be drafted for the facilitated meeting.
- Meeting facilitation: A four hour meeting will be facilitated for the purposes of role clarification and improved communication. Additional items will be added if discovered during the interview phase.

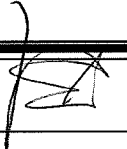
Cost: A flat fee of \$2,000 will be charged.

Recent Facilitations

City of Eveleth	City of Luverne	City of Maple Plain	City of West Des Moines, Iowa	City of Crystal	City of Eden Prairie	Project Management Institute – Minnesota Chapter	City of Northfield	Vasilkov, Ukraine
City of St. Paul (Fire Department)	NaUKMA University, Ukraine	City of Farmington		City of St. Anthony	Barron County Wisconsin			

LAUDERDALE COUNCIL

ACTION REQUESTED

MEETING DATE May 27, 2008
 ITEM NUMBER 9-d Approve Tile Maintenance Quotes
 STAFF INITIAL Jim
 APPROVED BY ADMINISTRATOR 

- Consent _____
- Special _____
- Public Hearing _____
- Report _____
- Discussion/Action
- Resolution _____
- Work session _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The tile in the social room, lobby, and hallway need maintenance. The lobby and hallway tile was installed in 1999 and the social room tile was installed in 2007. The maintenance required includes a deep scrubbing, sealer, and wax.

A Request For Quotes (RFQ) was sent to four companies or individuals with the following results:

Company/Individual	Price Quote
ABM Janitorial Services	\$694.23
Belde Maintenance	\$923.60
Service Master	\$1,425.00
Jeff McCloskey	Not returned

Enclosures: RFQ sent to companies, quotes returned.

OPTIONS:

- 1) Approve one of these companies for the tile maintenance project.
- 2) Do not approve one of these companies for the tile maintenance project.

STAFF RECOMMENDATION:

Consider approving ABM Janitorial Services for the tile maintenance project.

COUNCIL ACTION:

City of Lauderdale
The Island in the Metra

CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
MAIN 651-792-7650
JIM 651-792-7656
FAX 651-631-2066
JIM.BOWNIK@CI.LAUDERDALE.MN.US

May 15, 2008

The City of Lauderdale Minnesota is requesting proposals for initial maintenance of VCT flooring in the community meeting room, hallway, and lobby of Lauderdale City Hall, 1891 Walnut Street, Lauderdale Minnesota.

The City of Lauderdale is requesting a lump sum proposal to include labor and materials for the project including deep scrubbing, neutralizing, 2+ coats of sealer, and 2+ coats of wax finish.

It is anticipated that the successful contractor will be notified on Wednesday, May 28, 2008. The project is required to be completed by Monday, June 30, 2008.

The community room floor was installed in 2007 and is approximately 2,000 square feet. The hallway and lobby floor was installed in 1999 and is approximately 309 square feet. The contractor is required to verify the field quantity and site conditions prior to submission of proposal. The project area is available for inspection Monday-Friday 9 a.m. to 4 p.m.

The proposals are to be sent to the attention of Mr. Jim Bownik, Assistant to the City Administrator, City of Lauderdale, 1891 Walnut Street, Lauderdale, MN 55113 by 1:00 PM, Thursday, May 22, 2008. Proposals may be mailed, faxed, emailed, or hand-delivered.

Work Order Agreement

Date: **21-May-08**

Service Location Information

Company or Building: Lauderdale City Hall
 Street Address: 1891 Walnut St.
 City: Lauderdale
 State, Zip Code: MN. 55113
 Primary Contact: Jim Bownik
 Direct Dial Phone: (651) 792-7656
 Alternate Contact: _____
 Direct Dial Phone: _____

Description Of Work: Perform deep scrub and refinishing of approximately 2309 square feet of VCT within the Lauderdale City Hall located at 1891 Walnut St. in Lauderdale, MN.

Lump Sum and & Per Unit Detail

Lump Sum Amount: **\$694.23**

Note: All quoted costs do not include sales taxes! All applicable sales taxes will be applied when this work is invoiced. All services and supplies are subject to sales taxes. ST3 form must be provided to be tax exempt.

Work Schedule

Price Quote: **\$694.23**
 Start Date: _____ Start Time: _____
 Estimated End Date: _____ Completion By Time: _____
 Price quotes are valid for 30 days

We hereby agree to do the above-described work in a good and satisfactory manner on the day or days mutually agreed upon. We will exercise caution in the performance of said work but do not assume responsibility for any damage whatsoever that is beyond our

Name: Dave Enyart
 ABM Janitorial Services
 760 Harding St. NE
 Minneapolis, MN. 55413
 E-mail: denyart@abm.com
 Company Phone: (612) 378-0646
 Direct Dial: (612) 278-8592
 Cell: (612) 366-2311
 Fax: (612) 253-0793

Customer Contact / Billing Information

Company: City of Lauderdale
 Contact: Jim Bownik
 Address: 1891 Walnut St.
 City, St, Zip: Lauderdale MN. 55113
 Company Phone: (651) 792-7650
 Contact Phone: (651) 792-7656
 Contact Fax: (651) 631-2066
 E-mail: jim.bownik@ci.lauderdale.mn.us

Customer Approval

I hereby order the work as above specified and agree that I will pay the entire amount as stipulated after the work has been completed, or within thirty days after receipt of statement thereof. Any changes to this agreement must be made in writing and signed by both parties.

 Date

 Authorized Signature

Jim Bownik

From: judie belde [belde@usfamily.net]
Sent: Thursday, May 22, 2008 1:19 PM
To: Jim Bownik
Subject: PROPOSAL

Dear Mr. Bownik:

Thank you for the opportunity to submit this proposal for the initial maintenance of VCT flooring in the meeting room, hallway and lobby of Lauderdale City Hall to be completed before Monday June 30, 2008.

Per specifications, we will deep scrub, neutralize, wax and seal using 2+ coats sealer and 2 + coats finish; field quantity as specified, site conditions as specified

Community Room floor 2,000 sq ft @ \$.40 per sq ft
Hallway and Lobby 309 sq ft @ \$.40 per sq ft

TOTAL \$ 923.60

Sincerely,

Greg Belde

President
BELDE BUILDING MAINTENANCE CORP
Cell 612-251-3279
Office 651-457-6337

--- Get FREE High Speed Internet from USFamily.Net! <<http://www.usfamily.net/mkt-freepromo.html>> ---

ServiceMASTER

Clean®

May 19, 2008

ServiceMaster of Maple Grove
9702 85th Ave N
Maple Grove, MN 55369

City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Dear Jim,

Thank you for meeting with me Today, I appreciate you considering ServiceMaster for your cleaning needs. Please feel free to call with any further assistance I may provide. My direct line number 763-424-0145, or my cell number is 612-490-2602.

This is a proposal for the stripping and waxing of the community room, the lobby and the hallway

Cleaning Proposal:

We will strip all of the remaining wax off of the floor and then apply two coats of sealer and two coats of wax,

Price for this is \$1,425.00 (this does not include sales tax)

Method:

We will strip all surfaces and dust mop the entire area. Then we will mop the area again and once it is dry we will apply the two coats of sealer and then apply the two coats of wax

If you have any questions about this or to schedule the work please contact me.

Sincerely,

Marc Christensen

612-490-2602 email: mchristensens@momg.com

LAUDERDALE COUNCIL ACTION FORM

MEETING DATE <u>Tuesday, May 27, 2008</u>	AGENDA NUMBER <u>13-A</u>
DESCRIPTION <u>Larpenieur Avenue Development</u>	<div style="text-align: right; margin-bottom: 10px;"> </div>

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

<p style="text-align: center;">BACKGROUND OR PAST COUNCIL ACTION</p> <p>Continued discussion on how to proceed with possible redevelopment of the Southwest quadrant of Larpenieur Avenue / Eustis Street. The area comprises approximately 1.5 acres of four individual parcels. One vacant, one closed and unoccupied, two improved and occupied. See attached memorandum for further information.</p>	
---	--

<p style="text-align: center;">OPTIONS</p>	
---	--

<p style="text-align: center;">STAFF RECOMMENDATION</p> <p style="text-align: right;">Provide direction to staff</p>	
---	--

<p style="text-align: center;">COUNCIL ACTION</p>	
--	--

MOTION BY _____
 SECOND _____
 STAFF ACTION

CEO
Scott L. Ericson

Scott Ericson
Sincerely,

with you soon.

If you have any immediate questions, please do not hesitate to call me at 952-938-0443. In the meantime, please take a minute to visit our company web site at www.midwestcommercialdevelopment.com. I am looking forward to speaking

I would be very interested in learning of any potential development or redevelopment opportunities that may exist in your community. I would also welcome an opportunity to meet with you to discuss any potential opportunities in your community. My email address is s.ericson@att.worldnet.net.

• Midwest Commercial Development can also provide development and redevelopment consulting services to municipalities and private property owners on a selective basis.

④ Development Consulting Services:

• Underutilized urban and suburban infill sites which are currently underdeveloped or undeveloped.

④ Existing properties for redevelopment, conversion and adaptive re-use applications:

- Retail
- Mixed Use
- Senior Multi Family
- Apartment and Condominium
- Redevelopment, adaptive re-use, expansions and conversions.

④ Raw land for development of:

we pursue are:

Midwest Commercial Development is interested in development and redevelopment opportunities involving both city owned properties and privately owned properties. A more specific description of the types of development opportunities

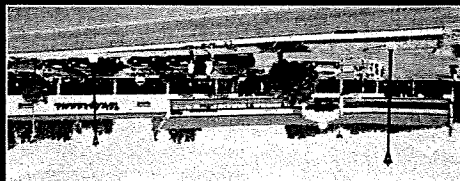
Midwest Commercial Development is currently looking for new development and redevelopment opportunities in your community. With over \$300,000,000 in completed development and redevelopment projects since 1980, Midwest Commercial Development is a fully integrated commercial real estate developer operating throughout Minnesota and the neighboring upper mid-west region. We are headquartered in Edina, MN.

Dear Brian:

Brian Heck
City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

May 12, 2008

REAL ESTATE
DEVELOPMENT



At this point, the Council needs to provide direction on how they wish to proceed. Does the Council wish to work with NewMech on possible redevelopment of these parcels or do they wish to move forward without NewMech?

I met with Scott Ericson, CEO of Midwest Commercial Development, and discussed the history of the area and the general vision the Council has for the area. Following our discussion he went to view the area and indicated he would provide me with an e-mail of his assessment. I included his letter for your information.

The Council and community indicated a desire to redevelop this area with the vision of creating a downtown feel or a "Gateway" type look with the potential of a gathering space or some other amenity such as a coffee shop. Discussions with our consultant seem to indicate that retail is not the best use of the site due to access issues and site size. The four parcels combined are approximately 1.5 acres.

This spring, representatives of NewMech again approached the City, stated they plan to move their operations and vacate the location by the end of 2009, and desired to work with the city to redevelop their location and the properties along Larpenteur Avenue. The City held meetings. The company's plans changed and it appears they are reconsidering their options.

Two years ago, the Rose Hill gas station closed its doors and discussions began with the property owners about redeveloping the area. Since these discussions began, NewMech, a subsidiary of the CorVal group, indicated a desire to participate in the redevelopment discussions with the vision to redevelop the entire 5+-acre site. The discussions stalled when NewMech changed course.

Approximately four years ago, Lauderdale applied for and received a grant to study the financial feasibility of redeveloping the southeast quadrant of Eustis and Larpenteur Avenue. The results of that study concluded a redevelopment project on that site financially impractical. However, the developer, the City spoke to indicate the southwest quadrant, especially the four properties abutting Larpenteur a much more feasible and attractive redevelopment opportunity.

To: Council
From: Brian W. Heck, City Administrator
Date: May 23, 2008
Re: Larpenteur Avenue

Memo

LAUDERDALE COUNCIL ACTION FORM

MEETING DATE <u>Tuesday, May 27, 2008</u>	AGENDA NUMBER <u>13-13</u>	DESCRIPTION <u>Street Light policy</u>
---	----------------------------	--

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

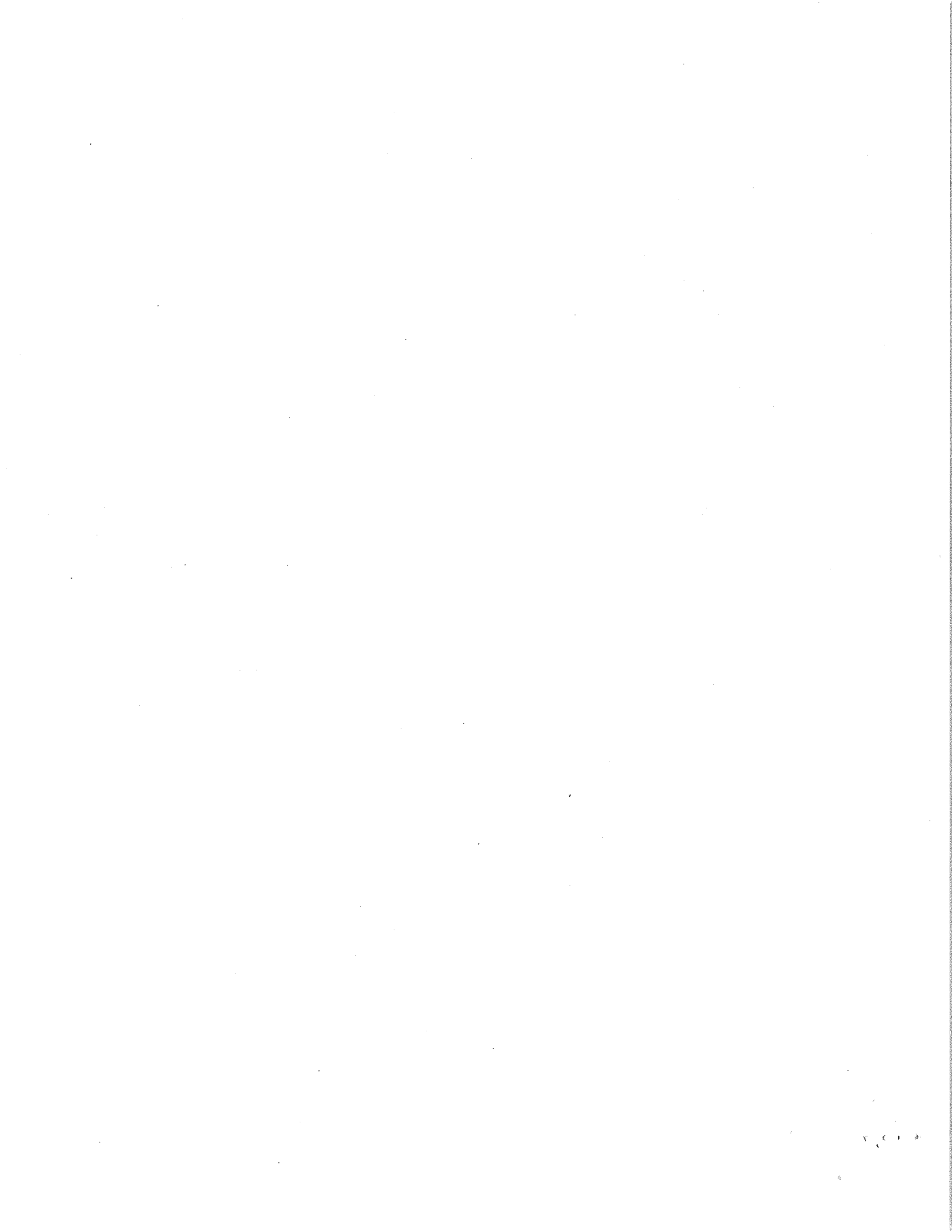
<p style="text-align: center;">BACKGROUND OR PAST COUNCIL ACTION</p> <p>The council asked staff at the last meeting to prepare and present a draft street light policy that covers requests to add, remove, or alter street lighting. Staff gathered information and prepared the attached draft policy for review and comment.</p> <p style="text-align: right;">Policy Attached.</p>

<p>OPTIONS</p>

<p>STAFF RECOMMENDATION</p> <p style="text-align: right;">Review, comment and provide direction to staff</p>

<p>COUNCIL ACTION</p>

MOTION BY _____
 SECOND _____
 STAFF ACTION



**LAUDERDALE POLICY
ON
REQUESTING THE REMOVAL, REPLACEMENT, OR
INSTALLATION OF STREET / ALLEY LIGHTING**

PURPOSE: the purpose of this policy is to establish uniform guidelines for the management of street and alley lighting in the City of Lauderdale in a manner that blends the desire for safety and security with the desire for limited "light pollution".

LIGHTING TYPE: Lauderdale participates in the Xcel Energy street lighting program and is in Rate Schedule A. Under this program, Xcel owns, operates, and maintains the streetlights. The type of streetlight provided is a standard overhead "cobra" head or cutoff Cobra head fixture mounted on a wood pole.

REQUESTING FIXTURE CHANGE: a resident may request the City contact Xcel to change a fixture to a cutoff cobra head if the resident experiences an excess of light spillage from the traditional cobra fixture. The request must be in writing and signed by the other property owners adjacent to the intersection where the light is located.

Upon receipt of the request, the City will contact Xcel and request the changing of the fixture. There shall be no cost to the resident for this alteration.

REQUESTING INSTALLATION OF A NEW FIXTURE: a resident may request the City contact Xcel Energy to install a streetlight in a location where one does not currently exist. The request must be made in writing and signed by all property owners in a 300' radius from where the fixture is desired.

Upon receipt of the request, the City will contact Xcel Energy and request the installation of the requested street light. New installations will consist of an overhead cutoff cobra head fixture mounted on a wood pole powered by overhead wires.

The residents making the request shall cover the cost for the installation, if any.

REQUESTING REMOVAL OF A STREETLIGHT: residents who wish to have an existing street light removed must make the request in writing and obtain the approval of all property owners within a 300' radius of where the street light is located. The City will review the request with law enforcement to determine impacts to public safety and security. If there are no discernable impacts, the City will request Xcel Energy remove the streetlight. If law enforcement and the City conclude removal of the streetlight will adversely affect public safety and security, the resident making the initial request shall be notified in writing by the City.

REQUESTING INSTALLATION OF DECORATIVE LIGHTING: residents who wish the City to install decorative lighting under Rate Schedule Q (Group 5) must select one of the styles approved by the City. The request must be made in writing and be signed by all (100%) property owners on the block where the light(s) are to be placed. The

applicant must include a deposit equal to 50% of the equipment and installation costs. Upon receipt of the application, the City will request Xcel install the new lighting and remove existing lighting, if applicable. Upon completion of the installation, the applicant must submit the balance of the equipment and installation costs.

ASSESSMENT: residents who request lighting in which they are responsible for some or all of the costs shall have unpaid portions added as a special assessment to their real property.

COUNCIL ACTION:

STAFF RECOMMENDATION:
 1) Discuss and provide suggestions for final draft of CIP.

OPTIONS:
 1) Include technology upgrades to council chambers in the draft CIP for 2009.
 2) Include council dais upgrades in the draft CIP for 2009.
 3) Include both items in the draft CIP for 2009.
 4) Include neither item in the draft CIP for 2009.

Enclosure: CTV technology upgrade recommendations and estimated costs.

Staff wants the council to also consider whether they want to change the location of the council dais. Considering the size of the room, options are limited. I think the current location is probably the only viable option. It could be moved from the corner to a wall, but council members would have to sit in a straight row and would have trouble seeing each other. Council daises are typically curved for this reason. Council daises are also typically larger to accommodate other staff members such as the city clerk, attorney, engineer, or other staff member that is an integral part of the meeting. However, the size of the room probably would not accommodate that type of setup. Another thing to consider is compliance with ADA standards. In order to comply with ADA standards the dais needs to either be lowered to floor level or have a ramp leading up to it.

CTV has provided recommendations and cost estimates for these technology upgrades. Cost estimates total almost \$13,000.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the goal setting session I mentioned I would be checking on potential upgrades to the council chambers for improved video quality and presentation capabilities. I suggested including the council chambers upgrades in the draft Capital Improvement Plan for 2009.

ACTION REQUESTED

- Consent _____
- Special _____
- Public Hearing _____
- Report _____
- Discussion/Action _____
- Resolution _____
- Work Session _____

LAUDERDALE COUNCIL

MEETING DATE May 27, 2008

ITEM NUMBER Council Chambers Upgrades 13-C

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR _____

Jim Bownik

From: Patrick Cook [pcook@ctv15.org]
Sent: Tuesday, May 20, 2008 10:49 AM
To: Jim Bownik
Subject: Fwd: Lauderdale Equipment

Jim,

Here's an updated list

Infrastructure (Rack) Equipment
QTY Cost Item
1 \$1,700 Marshall Tripple LCD in Rackmount (monitors)
1 \$500 Panasonic WJ-MP204C Data Multiplex Unit
1 \$150 Pull-out shelf
1 \$300 Panasonic DVD Recorder
3 \$45 Rack Shelves

Laptop Presentation Equipment
QTY Cost Item
1 \$1,600 Scando Pro II Scan Converter w/ Genlock
2 \$1,500 LG 42" LCD Monitors
2 \$120 Chief LCD Wall Mount Bracket
1 \$750 Computer Video Distribution Amplifier
1 \$300 Cables to Connect Displays To Amplifier

Additional Camera

QTY Cost Item
1 \$1,500 Panasonic Dome Camera w/ mount

Items needed to keep the picture from rolling when you switch
QTY Cost Item
2 \$900 Frame Synchronizer (single Channel)

or

1 \$2,500 Switcher w/ integrated frame sync's

This does not include cables, connectors or other materials. I'd estimate no more than \$250 for those.

CTV could do the installation, but not until the fall.

Let me know if you have questions.

-Pat

Patrick Cook
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