

LAUDERDALE CITY COUNCIL MEETING AGENDA

Tuesday, October 24, 2006

7:30 P.M. 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. **ROLL CALL – 7:30 P.M.** (city administrator)
2. **APPROVAL OF THE AGENDA – 7:35 P.M.** (moved by ___ 2nd ___)
3. **APPROVALS – 7:40 P.M.**
 - a. Approve minutes of the October 10, 2006 City Council Meeting.
(moved by ___ 2nd ___)
 - b. Approve claims totaling \$32,435.79. (moved by ___ 2nd ___)

4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS NOT ON THE AGENDA. – 7:55 P.M.**

Any member of the public may speak at this time on any item NOT on the agenda. In consideration of the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the council determines that additional time on a specific issue is warranted, the discussion on that issue shall be continued under "Additional Items" at the end of the agenda. Before addressing the City Council, members of the public are to step up to the podium and state their name, address, and the subject to be discussed. All remarks shall be addressed to the council as a whole and not to any member individually. No person other than members of the council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer. Your participation, as prescribed by the Council's ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL, is welcomed and your cooperation is greatly appreciated.

5. **REPORTS – 8:00 P.M.**
 - a) Halloween Party Progress
 - b) Comprehensive Plan Update
 - c) Park Improvement Progress
 - d) Seminary Storm Water Pond Update
6. **ACTION**
 - a) Parking on Eustis Street South of Larpenteur Avenue
 - b) Furnace Quote's

7. ITEMS REMOVED FROM THE CONSENT AGENDA

8. ADDITIONAL ITEMS

9. SET AGENDA FOR NEXT MEETING

- a) Approve Minutes
- b) Approve Claims
- c) Administrator Update
- d) Larpenteur Avenue Planning agreement

10. WORK SESSION

- a) Budget Discussion
- b) Administrator Update

***MINUTES OF THE LAUDERDALE CITY COUNCIL
TUESDAY, OCTOBER 10, 2006
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 call the roll. Council members present: Karen Gill-Gerbig, Denise Hawkinson, Karen Doherty, Clay Christensen and Mayor Jeff Dains.

Also present for the meeting: Brian B. Heck, City Administrator and Heather Butkowski, Deputy City Clerk.

Mayor Dains asked if there were any additions or deletions to the agenda. Mayor Dains added discussion on the nature area and discussion on political lawn signs.

Councilmember Gill-Gerbig moved to approve the agenda as amended. The motion was seconded by council member Doherty and carried.

Mayor Dains asked if there were any comments or changes to the council meeting minutes of September 26, 2006. There were none.

Council member Christensen moved and council member Hawkinson seconded approval of the September 26 meeting minutes. The motion carried.

Mayor Dains asked if there were any questions on the claims. Council member Doherty questioned the rental license refunds. Butkowski explained the refunds were for a group home that is exempt from the rental housing provisions and a home owned by a resident who is currently serving in the Iraq war.

Council member Gill-Gerbig moved approval of the claims in the amount of \$84,846.55 Council member Christensen seconded the motion and it carried.

The mayor stated this is the time established for members of the public to address the council with issues not present on the agenda. There being none, the meeting continued.

Mayor Dains asked if there were items members of the council wished to remove from the consent agenda: Mayor Dains removed approval of the planning agreement with Don Brauer and Associates.

Council members Doherty and Hawkinson provided an update on the progress of planning the annual city Halloween party. The party will run from 5:00 to 7:00 p.m. and there will be games, food, and candy for all who attend. It is free and the city is looking for donations to make the party a success.

Mayor Dains stated a couple of residents approached him about lawn signs located in the public right of way. He indicated there are only a few and just wants the community to

know signs are not allowed in the right of way. After additional discussion, the council directed staff to contact those residents who have signs in the right of way if there is a complaint.

Staff presented the resolution on setting an administrative fine for those landlords who do not comply with the rental housing ordinance. Staff suggested the administrative fine be set at the statutory maximum of \$1,000.00.

Council member Hawkinson moved Resolution #101006A Establishing an Administrative Fine of \$1,000.00 for Noncompliance with the Rental Housing Licensing Ordinance. Motion seconded by council member Gill-Gerbig and carried with council members Gill-Gerbig, Hawkinson, Doherty, Christensen and Mayor Dains all voting yes.

Heck provided a summary of the recycling contract. Council member Hawkinson commented that she would like to hear community opinion and comments before moving to weekly collection.

Council member Christensen moved to extend the existing recycling contract with Eureka! for an additional two years at the same terms, conditions, and costs. Motion seconded by council member Hawkinson and carried with council members Gill-Gerbig, Hawkinson, Doherty, Christensen and Mayor Dains all voting yes.

The council took up the issue of the proposed agreement for planning services offered by Don Brauer and Associates for anticipated work on the southwest corner of Eustis Street and Larpenteur Avenue. Mayor Dains wanted to be sure work would not begin on the project until the owners and the city had an opportunity to meet as the outcome of the meeting might alter the direction the project might take.

Council member Christensen stated he did not understand the clause on billing. It was his understanding the billing would be based on a phased approach and moving from one phase to the next would be approved by the council before work is done or time is billed.

Following additional discussion, the council directed staff to work with Ehlers and Associates and Don Brauer and Associates to simplify the billing and costs so all have the same understanding as to the administration of the contract. The council requested staff to bring the item back to the council for consideration at the November 14 Council meeting.

Mayor Dains brought up the issue of the nature center and agreed with council member Gill-Gerbig on her assessment of the nature area not being maintained. Mayor Dains stated he felt the trails were not put in very well in the beginning and any improvements need to follow the contour of the terrain. He also asked staff to look in to the resolution adopted when the area was acquired as the mayor recalled there being restrictions on how the area could be used.

Council member Gill-Gerbig stated her goal is multifold. She mentioned erosion, storm water run-off, drainage, invasive non-native species, best maintenance practices and answering the questions of what is the area for and how does the city define its use.

The council discussed the update by the City Administrator. Mayor Dains commented on the vacation item and suggested the Administrator send an e-mail to the council members notifying them when he plans to be out of the office on vacation.

Council member Doherty asked about the 2007 budget and if the council will have an opportunity to discuss it before the December Truth in Taxation hearing. Heck stated he would include a couple of budget documents in the Friday Report Packet and place the budget discussion on the agenda. The mayor asked that data be gathered on the cost of running a police department for a city the size of Lauderdale.

The council discussed some additional supervisory issues and moved into closed session to discuss labor negotiations at 9:36 p.m.

The council moved back into open session at 10:17 p.m. and adjourned on a motion by Doherty and a second by Hawkinson at 10:18 p.m.

CITY OF LAUDERDALE

Claims for Approval

October 24, 2006 City Council Meeting

<u>Payroll</u>		
10/20/06 Payroll:	Direct Deposit # 500230-500238, check #7911	\$7,693.28
10/20/06 Payroll:	Payroll Liabilities, e-payments 97E-100E	\$6,348.71
<u>Vendor Claims</u>		
10/24/06 Claims:	Check # 18352-18373	\$18,393.80

Subtotal of Claims From Above**\$32,435.79**

Total Claims for Approval

\$32,435.79

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500230	000000011	BOWNIK, JAMES	21	BI-WEEKLY	\$1,218.07	10/20/2006	Outstanding
500231	000000007	BUTKOWSKI, HEATHER	21	BI-WEEKLY	\$1,098.47	10/20/2006	Outstanding
500232	000000014	CHRISTENSEN, CLAY	21	BI-WEEKLY	\$184.70	10/20/2006	Outstanding
500233	000000004	DOHERTY, KAREN	21	BI-WEEKLY	\$184.70	10/20/2006	Outstanding
500234	000000016	GILL-GERBIG, KAREN	21	BI-WEEKLY	\$184.70	10/20/2006	Outstanding
500235	000000041	HAWKINSON, DENISE	21	BI-WEEKLY	\$184.70	10/20/2006	Outstanding
500236	000000001	HECK, BRIAN	21	BI-WEEKLY	\$2,004.13	10/20/2006	Outstanding
500237	000000002	HINRICHS, DAVID C	21	BI-WEEKLY	\$1,119.98	10/20/2006	Outstanding
500238	000000005	HUGHES, JOSEPH A	21	BI-WEEKLY	\$1,240.18	10/20/2006	Outstanding
007911	000000010	DAINS, JEFFREY	21	BI-WEEKLY	\$273.65	10/20/2006	Outstanding
007910		VOID	21		\$0.00	10/20/2006	Void
					<u>\$7,693.28</u>		

CITY OF LAUDERDALE

Payments

Current Period: OCTOBER 2006

Batch Name	102006paytax	Payment	Computer Dollar Amt	\$6,348.71	Posted
Refer	487	NORTH STAR BANK, CHECKING S	Ck# 000097E	10/20/2006	
Cash Payment	G 101-21703	FICA WITHHOLDING.	10/20/06 payroll taxes		\$1,876.66
Invoice					
Cash Payment	G 101-21701	FEDERAL TAXES	10/20/06 payroll taxes		\$764.11
Invoice					
Transaction Date	10/20/2006	Due 0	NORTH STAR CHEC 10100	Total	\$2,640.77
Refer	488	ICMA RETIREMENT TRUST - 457	Ck# 000098E	10/20/2006	
Cash Payment	G 101-21705	ICMA RETIREMENT	from 10/20/06 payroll		\$1,569.22
Invoice					
Transaction Date	10/20/2006	Due 0	NORTH STAR CHEC 10100	Total	\$1,569.22
Refer	489	PERA	Ck# 000099E	10/20/2006	
Cash Payment	G 101-21704	PERA	from 10/20/06 payroll		\$1,238.33
Invoice					
Transaction Date	10/20/2006	Due 0	NORTH STAR CHEC 10100	Total	\$1,238.33
Refer	490	MN DEPARTMENT OF REVENUE	Ck# 000100E	10/23/2006	
Cash Payment	G 101-21702	STATE WITHHOLDING	October '06 withholding		\$900.39
Invoice					
Transaction Date	10/20/2006	Due 0	NORTH STAR CHEC 10100	Total	\$900.39
Fund Summary				BATCH Total	\$6,348.71
101		10100 NORTH STAR CHECKING			
			\$6,348.71		
			\$6,348.71		

Pre-Written Checks	\$6,348.71
Checks to be Generated by the Compute	\$0.00
Total	\$6,348.71

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

OCTOBER 2006

			Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING					
Paid Chk#	018352	10/24/2006		AFSCME	
	G 101-21709	UNION DUES	\$85.40		October '06 union dues
		Total AFSCME	\$85.40		
Paid Chk#	018353	10/24/2006		AMERIPRIDE	
	E 101-43100-228	MISC REPAIRS MAINT SUPPLIE	\$179.75		toiler paper & napkins
		Total AMERIPRIDE	\$179.75		
Paid Chk#	018354	10/24/2006		CINTAS	
	E 601-49000-425	CLOTHING	\$28.65		pw clothing
	E 601-49000-425	CLOTHING	\$28.65		pw clothing
		Total CINTAS	\$57.30		
Paid Chk#	018355	10/24/2006		CITY OF FALCON HEIGHTS	
	E 101-42200-321	FIRE CALLS	\$718.00		9/06 fire calls
		Total CITY OF FALCON HEIGHTS	\$718.00		
Paid Chk#	018356	10/24/2006		CITY OF ROSEVILLE	
	E 101-43400-306	CONSULTING FEES	\$164.08		10/06 IT services
		Total CITY OF ROSEVILLE	\$164.08		
Paid Chk#	018357	10/24/2006		EHLERS & ASSOCIATES	
	E 101-48412-550	OTHER IMPROVEMENTS	\$2,021.25		9/06 consulting services
		Total EHLERS & ASSOCIATES	\$2,021.25		
Paid Chk#	018358	10/24/2006		ESCHELON TELECOM, INC	
	E 101-41200-391	TELEPHONE/PAGERS	\$50.90		9/06 fax line
		Total ESCHELON TELECOM, INC	\$50.90		
Paid Chk#	018359	10/24/2006		EUREKA RECYCLING	
	E 203-50000-389	RECYCLING CONTRACTOR	\$1,660.10		9/06 recycling service
		Total EUREKA RECYCLING	\$1,660.10		
Paid Chk#	018360	10/24/2006		GOODIN COMPANY	
	E 101-43100-228	MISC REPAIRS MAINT SUPPLIE	\$39.46		women's restroom repairs
	E 101-43100-228	MISC REPAIRS MAINT SUPPLIE	\$25.54		women's restroom repairs
		Total GOODIN COMPANY	\$65.00		
Paid Chk#	018361	10/24/2006		GOPHER STATE ONE-CALL	
	E 101-43400-386	GOPHER STATE ONE CALL	\$40.60		9/06 locate calls
		Total GOPHER STATE ONE-CALL	\$40.60		
Paid Chk#	018362	10/24/2006		LILLIE SUBURBAN NEWS	
	E 101-41600-309	DELIVERY	\$669.60		9/06 Roseville Review delivery
		Total LILLIE SUBURBAN NEWS	\$669.60		
Paid Chk#	018363	10/24/2006		LMC	
	E 101-41200-308	TRAINING\CONFERENCES	\$15.00		JB safety meeting

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

OCTOBER 2006

			Check Amt	Invoice	Comment
Total LMC			\$15.00		
Paid Chk#	018364	10/24/2006	MET-COUNCIL ENVIRONMENTAL SER.		
	E 601-49000-387	WATER TREATMENT SERVICE	\$8,488.48		11/06 wastewater services
	Total MET-COUNCIL ENVIRONMENTAL SER.		\$8,488.48		
Paid Chk#	018365	10/24/2006	NAPA AUTO PARTS		
	E 101-43100-402	CITY TRUCK REPAIR/MAINTEN	\$24.60		ball mount
	Total NAPA AUTO PARTS		\$24.60		
Paid Chk#	018366	10/24/2006	OFFICE MAX		
	E 101-41200-201	GENERAL SUPPLIES	\$28.32		copier paper and vhs tapes
	Total OFFICE MAX		\$28.32		
Paid Chk#	018367	10/24/2006	POSTMASTER		
	E 101-41200-203	POSTAGE	\$117.00		3 rolls of stamps
	Total POSTMASTER		\$117.00		
Paid Chk#	018368	10/24/2006	PUBLIC EMPLOYEES INS PROGRAM		
	G 101-21706	HEALTH INSURANCE	\$1,338.16		11/06 health benefits
	Total PUBLIC EMPLOYEES INS PROGRAM		\$1,338.16		
Paid Chk#	018369	10/24/2006	RAMSEY COUNTY, PROP REC & REV		
	G 101-21706	HEALTH INSURANCE	\$319.31		10/06 employee benefits
	E 101-41300-355	MISC PRINTING/PROCESS SER	\$25.00		10/06 employee benefits
	Total RAMSEY COUNTY, PROP REC & REV		\$344.31		
Paid Chk#	018370	10/24/2006	SPRINT PCS		
	E 601-49000-391	TELEPHONE/PAGERS	\$34.51		9/06 pw phones
	E 101-43100-391	TELEPHONE/PAGERS	\$34.51		9/06 pw phones
	Total SPRINT PCS		\$69.02		
Paid Chk#	018371	10/24/2006	W. BROWN LAND SURVEYING, INC.		
	E 101-41400-355	MISC PRINTING/PROCESS SER	\$1,680.83		set 5 judicial markers in park
	Total W. BROWN LAND SURVEYING, INC.		\$1,680.83		
Paid Chk#	018372	10/24/2006	XCEL ENERGY, PARK & GARAGE		
	E 101-45200-383	GAS UTILITIES	\$5.94		9/06 garage & warming house
	E 101-45200-381	ELECTRIC	\$6.41		9/06 garage & warming house
	E 101-45200-381	ELECTRIC	\$8.85		9/06 garage & warming house
	E 101-43100-383	GAS UTILITIES	\$17.81		9/06 garage & warming house
	E 101-43100-381	ELECTRIC	\$19.24		9/06 garage & warming house
	E 101-45200-383	GAS UTILITIES	\$21.30		9/06 garage & warming house
	Total XCEL ENERGY, PARK & GARAGE		\$79.55		
Paid Chk#	018373	10/24/2006	XCEL ENERGY, STREET LIGHTING		
	E 101-43200-381	ELECTRIC	\$496.55		9/06 street lighting
	Total XCEL ENERGY, STREET LIGHTING		\$496.55		

CITY OF LAUDERDALE
*Check Detail Register©

OCTOBER 2006

	Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING	\$18,393.80		
Fund Summary			
	10100 NORTH STAR CHECKING		
101 GENERAL	\$8,153.41		
203 RECYCLING	\$1,660.10		
601 SEWER UTILITIES	\$8,580.29		
	<hr/>		
	\$18,393.80		

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date October 24, 2006

ITEM NUMBER 5B—Comprehensive Plan

STAFF INITIAL HAB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Comprehensive Plan Steering Committee met on October 17th to discuss housing within the city. I worked on the minutes from the meeting today. While the minutes aren't complete, I think they give a good indication of the issues most important to the group.

At the next meeting, we will finish the housing discussion. If you have any ideas you would like them to talk about, please let me know.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:



MINUTES

TUESDAY, OCTOBER 17, 2006

COMPREHENSIVE PLAN STEERING COMMITTEE

I. CALL TO ORDER

The meeting was called to order by Chair Milligan at 7:30 p.m.

II. ROLL CALL

Members Present: Lucy Beddow, Kevin Bumgardner, Nathan Cook, Tom Dvorak, Micah Harpel, Kendra Kauppi, Joe Kennedy, Kathy Lorfald, Brian Malzer, Bob Milligan

Members Absent: Mary Gaasch, Dan Grothe, Jeremy Schroetter

Staff Present: Heather Butkowski, Jim Bownik

Council Present: Clay Christensen, Karen Gill-Gerbig

III. INTRODUCTION AND AGENDA

There was a motion by Karen Gill-Gerbig to approve the agenda. The motion was seconded by Tom Dvorak. The motion was approved by all.

IV. APPROVAL OF MINUTES

There was a motion by Kevin Bumgardner to approve the September 19, 2006 minutes. The motion was seconded by Lucy Beddow and approved by all.

V. NEW BUSINESS

The group began by discussing the topics that struck them while reading through the group's interviews.

1. Bumgardner: that the location of the city within the Cities was important to people as well as good access to Highway 280.
2. Malzer: people seem to be content with the city and the services provided.
3. Dvorak: the location and the cat problem.
4. Lorfald: that residents have a lot of ideas.
5. Beddow: references to the small-town feel and access/location.
6. Kauppi: the connection to the University of Minnesota campuses and the rowdy tenants at some of the multi-family apartments.
7. Kennedy: the formation of two groups – the renters versus the homeowners north of Larpenteur.
8. Christensen: small town feel; desire for a gathering space; concern over rental property.
9. Butkowski: that some people have inaccurate information and the city should clarify some information.
10. Cook: people moved here because they got the best home value for their dollar; people take a lot of pride in living here; problems with traffic on Walnut/Roselawn.

The group was also asked to do a city walk and report back on how the city compared to the best/worst case scenario presented at the last meeting. Butkowski tied this question to the effort the city made in holding people more accountable to the nuisance ordinances this spring and summer. The group reported that they had not heard complaints from neighbors. Lerfald read the city's nuisance ordinance and thought it needed revising. She suggested adding the nuisance ordinance revision to the comprehensive plan.

The discussion turned to whether the city wanted to be reactive or proactive in dealing with housing issues. There was reference to using a carrot versus the stick. The group felt that the city should be proactive and focus on issues related to safety and sanitation. The group was less concerned with property appearance in the sense that some new communities limit residents in the house color or type of vegetation they are allowed. The group didn't want the city to be overbearing but Lauderdale doesn't want to be the place where "bad folks" go. The group felt that its "quirky" character should be maintained.

The discussion then moved to truth in housing inspection programs. A realtor on the committee explained how it worked in most communities. He reminded the group that disclosure of property problems was a state law that no one can get around. After hearing the pros and con of truth in housing inspection programs, the group felt the city should take a more active role in providing residents and prospective home buyers with information on buying a home in general and the types of information the city has for each property. For example, the city could make people aware that the property records, including information on permits pulled, are public information.

The final discussion surrounded what housing issues were left to be address and information city staff should bring to the next meeting. These included:

1. Unfinished building permits
2. Lot density
3. Rental density
4. Vacant/abandoned property
5. Met Council affordable housing requirements
6. Carrots like "yard of the month" programs
7. City wide clean up days (with the possibility to coordinate with other cities)

VI. OTHER BUSINESS

1. Committee members were informed of a training opportunity funded by Blue Cross and Blue Shield called *Finding the Future First: Implications of community design for the health of our cities*. Members wishing to attend were asked to tell Butkowski as soon as possible.


VII. NEXT MEETING DATE AND AGENDA

The next meeting is November 21st at 7:30 p.m. in the council chambers. On the agenda is a continuation of the housing discussion.

VIII. ADJOURNMENT

There was a motion by Lucy Beddow to adjourn at 9:00 p.m. The motion was seconded by Tom Dvorak. The motion was approved by all.

Memo

To: Council
From: Brian W. Heck, City Administrator 
CC: Staff
Date: October 19, 2006
Re: Seminary Pond Update

We are working with Tom Kellogg and Bonestroo in obtaining two to three quotes to complete the work to raise the height of the berm near the emergency spillway and about 50 to the south and 50 feet to the north.

We did solicit a quote from the contractor working on the park project, but the price quoted was a bit too high and the contractor wanted to increase the height by two feet along the entire berm.

We anticipate the work to be completed this year.

LAUDERDALE COUNCIL ACTION FORM

TYPE OF REQUEST

- Consent
- Action
- Resolution
- Information
- Work session

MEETING DATE Tuesday, October 24, 2006

AGENDA NUMBER 7A Parking on Eustis

DESCRIPTION Request to have county install no parking signs on Eustis south of Larpenteur

BACKGROUND OR PAST COUNCIL ACTION

Traffic and parking on Eustis south of Larpenteur Avenue has been discussed in the past. The issue here is parking too close to the entrance/exit to the Children's Home Society facility. Children's Home Society is requesting the city ask the county to install "No Parking" signs to keep vehicles approximately 10' from the entrance and exit to their building.

Attached is a letter from Daniel Smith, Vice President Finance and Administration.

OPTIONS

1. Deny request.
2. Direct staff to contact county to install proper signage.

STAFF RECOMMENDATION

Staff recommends contacting the county for installation of signage restricting parking on this area of Eustis Street.

COUNCIL ACTION

MOTION BY _____

SECOND _____

STAFF ACTION



Agenda -
10/24

1605 Eustis Street
Saint Paul, MN 55108-1219
tel 651-646-7771
fax 651-646-0436
web chsfs.org

2230 Como Avenue
Saint Paul, MN 55108-1798
tel 651-646-6393
fax 651-255-2409

September 22, 2006

Brian Bakken-Hech, City Administrator
Lauderdale City Hall
1891 Walnut St.
Lauderdale, MN 55113

Re: Street Parking Concerns near 1605 Eustis Street

Dear Mr. Bakken-Hech:

Children's Home Society & Family Services is a 117 year old social service agency with buildings in Lauderdale and St. Anthony Park. We employ approximately 250 individuals from these two locations, though we employ more than 420 agency-wide. Additionally, each month we serve approximately 1,000 clients and visitors, including children, at our Eustis Street location.

As the one responsible for our facilities, I have received complaints recently from employees that their visibility is extremely limited when they are exiting our parking lot due to many parked cars on the street on both sides of our two driveways. I have personally experienced difficulty seeing vehicles that may be traveling north or south on Eustis St. We have had at least two accidents involving our employees within the past several years as they attempted to turn onto Eustis from our parking lot.

I consider this a dangerous situation for our staff and visitors. I hate to think of our potential liability if an employee or visitor leaving our facility were critically injured. I therefore ask you to work with me to identify locations and erect signs for an acceptable "no parking zone" that will increase visibility for those leaving our parking lot. I look forward to your prompt response.

Sincerely,

Daniel J. Smith
Vice President, Finance & Administration

CC: Madonna W. King, President & CEO
Laura Arvold, Legal Counsel

Follow-up when decision is made

**LAUDERDALE COUNCIL
ACTION FORM**

<p>ACTION REQUESTED</p> <p>Consent _____</p> <p>Presentation _____</p> <p>Public Hearing _____</p> <p>Discussion _____</p> <p>Action <u> X </u></p> <p>Resolution _____</p> <p>Work session _____</p>	<p>MEETING DATE <u> October 24, 2006 </u></p> <p>ITEM NUMBER <u> Social Room Furnace </u></p> <p>STAFF INITIAL <u> Jim </u></p> <p>APPROVED BY ADMINISTRATOR <u> <i>BA</i> </u></p>
--	---

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Quotes were submitted by four companies to replace the social room furnace. The current furnace is a commercial sized heating system that is very old and inefficient. All companies are proposing two residential furnaces that are twinned together so they can act as one powerful unit when needed. This system would be more energy efficient than the current system because only one furnace will run during milder weather, but both will run when needed.

The quotes included options for adding air conditioning units to one or both of the furnaces. The recommendation for air conditioning is to add it to both furnaces. If the council decides to go with the heating option only, air conditioning can be added at any time in the future. Adding air conditioning would approximately double the cost of the project.

Q U O T E S	<u>COMPANY</u>	<u>HEATING ONLY</u>	<u>AIR CONDITIONING</u>	<u>TOTAL</u> <u>(before rebates)</u>
	CASHION	6,785	5,890	\$12,675
	KATH	6,980	7,310	\$14,290
	CARE	7,479	7,842	\$15,321
	APOLLO	8,675	5,650	\$14,325

The low quote is from Charles Cashion from Cashion Home Services. If the council authorizes Cashion Home Services to perform the work, installation is proposed for Saturday, Oct. 28th.

OPTIONS:

- 1) Approve the furnace replacement only.
- 2) Approve the furnace replacement and the addition of air conditioning.
- 3) Do not approve the furnace replacement or the addition of air conditioning.

STAFF RECOMMENDATION:

Approve the quote from Cashion Home Services for the replacement of the furnace for \$6,785.

COUNCIL ACTION:

Proposal

Page # _____ of _____ pages

Cashion Home Services

612-281-9422

4148 Jansen Ave NE

St. Michael, MN 55376

Proposal Submitted To: <u>City of Lauderdale</u>	Job Name: <u>Equipment Change out</u>	Job #: <u>06-1003</u>
Address: <u>1891 Walnut Street</u>	Job Location: <u>City Hall</u>	
<u>Lauderdale, MN 55113</u>	Date: <u>10-13-06</u>	Date of Plans: _____
Phone #: <u>651-792-7650</u>	Fax #: <u>651-631-2066</u>	Architect: _____

We hereby submit specifications and estimates for:

Option #1 Furnace: 2-Carrier ~~MXB~~ 60-140 Furnaces set atop
2-Carrier Cased evaporative coils for future Air conditioning.
(Recommended to be installed now versus later.)

Installation includes: venting of new furnaces in P.V.C. out
the side wall, connection to existing gas, electrical, ductwork
and removal and recycling of existing unit.

Digital Non-Programmable thermostat is included.

Option #2 A/C: Same as option #1 with
addition of 2-Carrier 13 seer air conditioners.
Installation includes Condensers, New Refrigeration Lines,
and equipment pad.

Warranty: 5 year Parts 2 years Labor.

Life time Heat exchanger warranty

All available utility rebates will be applied for by us
and sent to the city Hall.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ Option #1 6,785.⁰⁰ Option #2 12,675.⁰⁰ Dollars

with payments to be made as follows: Balance due on completion

Any alteration or deviation from above specifications involving extra costs will be
executed only upon written order and will become an extra charge over and
above the estimate. All agreements contingent upon strikes, accidents, or delays
beyond our control.

Respectfully
submitted Charles Cashion

Note — this proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are
hereby accepted. You are authorized to do the work as specified.

Payments will be made as outlined above

Date of Acceptance _____

Signature _____

Signature _____



3096 RICE ST
LITTLE CANADA

HEATING
AIR CONDITIONING
ELECTRICAL

651-484-3325

"Serving Your
Community
Since 1944"

ATTN: Jim Bownik

FAX:

PROPOSAL SUBMITTED TO CITY OF LAUDERDALE		HOME PHONE # 651-631-0300	WORK PHONE # 651-631-2066	DATE 10/31/06
ADDRESS 1891 WALNUT LAUDERDALE, MN. 55113		JOB LOCATION		
FURNACE MFG.	2- CARRIER	AFUE 92%	AFUE %	AFUE %
MODEL #	2- 58MxB140-20			
BTUH'S:	INPUT	140,000 / 280,000		
	OUTPUT	128,000 / 256,000		
FRESH AIR INTAKE	EXIST. NO	YES	NO	YES NO YES NO
FLUE LINER	EXIST. NO	YES	NO	YES NO YES NO
THERMOSTAT #	CARRIER Dig.			
WARRANTIES:	NON-Prog. INCL.			
PARTS & LABOR	5 YEARS	YEARS	YEARS	YEARS
HEAT EXCHANGER	Lifetime YEARS	YEARS	YEARS	YEARS
INSTALLED FURNACE PRICE	2- \$ 6,980.00	\$	\$	\$
AIR CONDITIONING PRICE	2- \$ 7,310.00	\$	\$	\$
TOTAL FURN. & A/C PRICE	\$ 14,290.00	\$	\$	\$
REBATES KATH/Carrier X-C1	= 600.00	\$	\$	\$
NET COST	\$ 13,690.00	\$	\$	\$
OPTIONS:	* FURNACE PRICE INCLUDES (TWINNING KIT AND A-COIL BOXES FOR A/C)			
HUMIDIFIER #	\$	\$	\$	\$
SET-BACK STAT Carrier Digital NON-Prog. INCL	\$	\$	\$	\$
AIR CLEANER # Carrier 24x20	\$	\$	\$	\$
Medina Air Cleaner	INCL.			
	* OPTION 3 *			

Prices include installation, permits, gas piping, wiring, venting and present furnace removal and disposal.

We Propose hereby to furnish material and labor complete in accordance with above specifications, for the sum of: _____ dollars (\$ _____).

TERMS:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are full covered by Workman's Compensation Insurance. One year parts and labor warranty by Kath.

Authorized Signature *Randy Johnson*

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

PROPOSAL

FROM CARE AIR CONDITIONING & HEATING INC 1467 1st AVENUE NW, Suite A PO BOX 120383 NEW BRIGHTON, MN 55112 phone 651-633-0125(off) 0975(fax)	JOB NAME \ LOCATION \ INFO DATE 10/3/2006
TO CITY OF LAUDERDALE 1891 WALNUT STREET LAUDERDALE, MN 55113 phone 651-631-0300	JOB NUMBER JOB PHONE

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Installation of new heating equipment for the kitchen and social room areas using 2 new furnaces (twinned together) to include: removal and disposal of old, down flow supply air plenum (for future A-coils), return air adapter, reconnect existing air cleaners, canvas connector, reconnect gas and electric, thermostat, condensate drain, PVC intake and exhaust venting, cap existing vent connector, reconnect fresh air intake, start-up and test equipment, associated materials, license, permits, tax and all labor with first class workmanship. ALL TO CODE!

						WARRANTY			REBATE		PRICE
MANUFACTURE	MODEL	EFF	BTU'S	REF	PARTS	LABOR	EXTEND	MANUF	UTILITY		
FURNACE	2- RUUD	UGTA09	92+%	180,000		2 YRS	5 YRS	20 YRS		\$150.00	\$7,479.00
OPTIONS: COMPLETE WITH ASSOCIATED MATERIALS AND LABOR.											
AIR CONDITIONING											
1	2- RUUD	UAND060	13.5	120,000	R22	2 YRS	5 YRS	10 YRS		\$600.00	\$7,842.00
2	2- RUUD	UANL060	13.0	120,000	R410A	2 YRS	5 YRS	10 YRS		\$300.00	\$8,649.00
Note: R22 is a current refrigerant from the past and being phased out of new equipment in 2010 R410A is a new "earth friendly" refrigerant and currently seen as the refrigerant of the future											
AIR CLEANING											
3	2- HONEYWELL	MODEL F300E1035	(25X20)			2 YRS	5 YRS				\$1,499.00
NOTES											
1 ABOVE SYSTEMS ARE DESIGNED FOR 120 PERSONS OCCUPANCY WITH VENTILATION											
2 ASBESTOS ABATEMENT NOT INCLUDED											
3 ACCESS AND WORKING AREA BY OTHERS											
4 SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS											

THANK YOU FOR THE OPPORTUNITY TO OFFER OUR SERVICES *Make 1612-208-1962*

WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF:

PAYMENT TO BE MADE AS FOLLOWS:

UPON COMPLETION OF OUR WORK
 1 1/2 % / MO (18% APR) FINANCE CHARGE ON ANY UNPAID BALANCE.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A PROFESSIONAL MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKERS COMPENSATION INSURANCE

AUTHORIZED
 SIGNATURE *Michael J. Rasmussen*
 MICHAEL J. RASMUSSEN, PRESIDENT

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS

ACCEPTANCE OF PROPOSAL -- THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE _____

SIGNATURE _____

DATE OF ACCEPTANCE _____

APOLLO HEATING & VENTILATING CORP.

6510 HWY. 36 BLVD. N. OAKDALE, MINNESOTA 55128

Phone 651-770-0603 • Fax 651-770-1936

PROPOSAL SUBMITTED TO		PHONE	DATE
City of Lauderdale Attn: Jim Bownik		Fax: 631-2066	10-3-06
STREET		792-7656	JOB NAME
1891 Walnut St			Furnace and Air Conditioner
CITY, STATE AND ZIP CODE			JOB LOCATION
Lauderdale MN 55113			
ARCHITECT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

Installation of two Lennox G51MP-60D-135, 92% AFUE (annualized fuel utilization efficiency) furnaces. Furnaces are twinned and operate from a two stage thermostat.

Installation includes two Lennox 5 ton down flow encased evaporator coils, removal and disposal, of old equipment, sheet metal work, gas piping, and electrical wiring.

Furnaces and coils complete for the sum of \$8,675.00.

Air Conditioning - two Lennox 13ACD060, 13SEER (Seasonal energy efficiency ratio) air conditioners for the sum of \$5,650.00. Includes lines and electrical wiring.

Any available utility rebates will be determined at time of purchase.

Warranty: One year parts and labor, five year manufacturers limited compressor part warranty, ten year limited heat exchanger part warranty.

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

As selected from above _____ dollars (\$ _____).

Payment to be made as follows:

Payments as billed upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

James R. Buck

JAMES R. BUCK
Note: This proposal may be

withdrawn by us if not accepted within _____ days.


Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Memo

To: Council
From: Brian W. Heck, City Administrator 
Date: October 20, 2006
Re: Budget

Copies of the proposed 2007 budget were included in the October 13 Friday report along with a year to date budget update.

I changed the proposed budget to reflect the decisions the council made when the draft levy was certified. These changes included adding the funds to support 24 hour police patrol, elimination of the water surcharge and moving funds from this fund to the Park Improvement Fund.

I also went back to the narratives and updated them to reflect the changes as well. I am currently in the process of gathering information on law enforcement expenses for smaller communities such as ours. I am also going to gather information from other Ramsey County cities that contract for service to illustrate how many hours they contract and what the city plans to spend in 2007 for these services.

