

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, OCTOBER 11, 2005
CITY HALL, 7:30 P.M.**

The City Council is meeting as a legislative body to conduct the business of the City according to ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **ROLL:**

Council members:

Gill-Gerbig _____ Doherty _____
Christensen _____ Giannetti _____
Mayor Dains _____

Staff: Bakken-Heck _____

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL**

- A. Approve minutes for 9/27/2005 City Council Meeting
- B. Approve claims totaling \$40,445.36

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

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

5. **CONSENT**

- A) Authorize purchase of 2006 Ford 1 Ton Truck from Monticello Ford for \$21,226 plus tax and related fees.
- B) Authorize attendance at annual LMC Conference in Rochester, MN December 1-3 by City Administrator and Council. Cost \$300.00 per person plus hotel (\$89.00 night) and incidentals.
- C) Appointment of election judges for November 8, 2005 election.

FILE

6. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS

7. INFORMATIONAL PRESENTATIONS

A) Martin Costello, Prosecution

8. PUBLIC HEARINGS

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the ROBERT'S RULES OF ORDER AND THE STANDING RULES OF ORDER AND BUSINESS OF THE CITY COUNCIL.

1. Variance request 1902 Walnut – Front Yard Set back

9. REPORTS

10. DISCUSSION

A) Property issue 2301 Ione and 1743 Pleasant

11. ACTION

1. NIMS Agreements
2. Health Insurance

12. ITEMS REMOVED FROM THE CONSENT AGENDA

13. ADDITIONAL ITEMS

14. SET AGENDA FOR NEXT MEETING

- 1) Animal control ordinance
- 2) Administrator Six Month Review
- 3) Budget report and update
- 4) 2006 fee schedule
- 5) Rental dwelling licensing and regulation
- 6) Establish meeting dates for November

15. WORK SESSION

A) Laprenteur Avenue update

16. CLOSED SESSION: Bob Alsop – pending litigation

17. ADJOURNMENT

LAUDERDALE CITY COUNCIL
MEETING MINUTES
TUESDAY, SEPTEMBER 27, 2005

The Mayor called the meeting to order at 7:30 p.m. and asked the administrator to call the roll.

Members Present: Karen Gill-Gerbig, Karen Doherty and Mayor Dains.

Members Not Present: Clay Christensen and Moose Giannetti

Staff Present: Brian Bakken-Heck, City Administrator and Heather Butkowski, Deputy City Clerk.

Council member Gill-Gerbig moved approval of the agenda, second by council member Doherty and passed.

The minutes of the September 13, 2005 council meeting were approved as presented on a motion by council member Doherty and a second by council member Gill-Gerbig.

The Mayor called for comments and questions of the claims. There being none, the council approved claims in the amount of \$49,656.42 on a motion by council member Gill-Gerbig and a second by council member Doherty.

ACTION ITEMS:

- 1) Administrator Bakken-Heck informed the council that the federal reimbursement rate for mileage increased .08 cents to .485 from .405. He recommended the city council increase the mileage reimbursement rate to coincide with the allowable federal rate.

Council member Gill-Gerbig moved to increase the mileage rate from .405 to .485 effective 9/27/05 and to make the rate retroactive to 9/1/05. Motion second by council member Doherty and carried on a roll call vote with all members voting yes.

- 2) Administrator Bakken-Heck told the council the Park and Community Involvement Committee (PCIC) is down to three members. Jim Bowink, Assistant to the City Administrator is recommending the appointment of Kathryn Kanicek to the PCIC committee.

Moved by council member Gill-Gerbig to appoint Kathryn Kanicek to the PCIC, second by council member Doherty and carried on a roll call vote with all members voting yes.

The council members went over several items for consideration for the meetings in October. The Council decided to have the following items on the October 11 agenda: truck purchase, property issue at 2301 Ione and 1743 Pleasant, visit by Martin Costello,

LAUDERDALE CITY COUNCIL
MEETING MINUTES
TUESDAY, SEPTEMBER 27, 2005

Larpenteur Avenue update and a closed session to discuss the park property litigation.
Other items will be discussed October 27.

The council went in to a work session to discuss the status of the city's health insurance program. Administrator Bakken-Heck expressed concern to the council about the cost of insurance for staff and seek alternative plans and bring options to the council for consideration.

There being no further business to discuss, the meeting adjourned at 8:10 p.m. on a motion by council member Doherty and a second by council member Gill-Gerbig.

The next meeting is scheduled for Tuesday, October 11, 2005 at 7:30 p.m.

Brian W. Bakken-Heck
City Administrator

Jeffrey Dains
Mayor

CITY OF LAUDERDALE

Claims for Approval

October 11, 2005 City Council Meeting

Payroll

10/07/05 Payroll:	Direct Deposit # 500026-500030	\$6,088.95
10/07/05 Payroll:	EFT: Federal Withholding & FICA	\$2,529.66
10/07/05 Payroll:	EFT: P.E.R.A	\$1,084.70
10/07/05 Payroll:	EFT: ICMA Retirement Fund	\$1,560.38
09/23/05 Payroll:	EFT: Federal Withholding and FICA	\$2,300.13
09/23/05 Payroll:	EFT: P.E.R.A	\$1,002.09
09/23/05 Payroll:	EFT: State Payroll Taxes	\$840.86

Vendor Claims

10/11/05 Claims:	Check # 17737-17746, 17749-17759	\$25,038.59
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Subtotal of Claims From Above **\$40,445.36**

Total Claims for Approval **\$40,445.36**

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500026	000000001	BAKKEN-HECK, BRIAN	20	BI-WEEKLY	\$1,495.31	10/7/2005	Outstanding
500027	000000011	BOWNIK, JAMES	20	BI-WEEKLY	\$1,255.24	10/7/2005	Outstanding
500028	000000007	BUTKOWSKI, HEATHER	20	BI-WEEKLY	\$976.02	10/7/2005	Outstanding
500029	000000002	HINRICHS, DAVID C	20	BI-WEEKLY	\$1,254.92	10/7/2005	Outstanding
500030	000000005	HUGHES, JOSEPH A	20	BI-WEEKLY	\$1,107.46	10/7/2005	Outstanding
					<hr/>		
					\$6,088.95		

CITY OF LAUDERDALE

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name AFSCME				
017737	0/11/2005	101105claims	\$69.85	union dues
Search Name AFSCME			\$69.85	
Search Name AVENET, LLC				
017738	0/11/2005	101105claims 10550	\$90.00	4th quarter 05 web hosting
Search Name AVENET, LLC			\$90.00	
Search Name BAKKEN-HECK BRIAN				
017739	0/11/2005	101105claims	\$111.28	conference reimbursement
Search Name BAKKEN-HECK BRIAN			\$111.28	
Search Name BIFFS, INC.				
017740	0/11/2005	101105claims W270575	\$80.91	park biffy through 09/27/05
Search Name BIFFS, INC.			\$80.91	
Search Name C.S.H. ENTERPRISES				
017741	0/11/2005	101105claims	\$70.00	garage door repair
Search Name C.S.H. ENTERPRISES			\$70.00	
Search Name CINTAS				
017742	0/11/2005	101105claims 470349831	\$26.63	clothing
017742	0/11/2005	101105claims 470353338	\$26.63	clothing
017742	0/11/2005	101105claims 470356893	\$26.63	clothing
Search Name CINTAS			\$79.89	
Search Name CITY OF ST ANTHONY				
017743	0/11/2005	101105claims 1346	\$20,601.59	november 05 police services
Search Name CITY OF ST ANTHONY			\$20,601.59	
Search Name EAST HENNEPIN AUTO SERVICE INC				
017744	0/11/2005	101105claims	\$27.36	09/05 fuel for tractor
017744	0/11/2005	101105claims	\$3.04	fuel for truck
Search Name EAST HENNEPIN AUTO SERVICE INC			\$30.40	
Search Name GLENWOOD INGLEWOOD				
017745	0/11/2005	101105claims	\$91.61	09/05 water delivery
Search Name GLENWOOD INGLEWOOD			\$91.61	
Search Name GOPHER STATE ONE-CALL				
017746	0/11/2005	101105claims	\$27.70	2nd quarter calls
Search Name GOPHER STATE ONE-CALL			\$27.70	
Search Name HOME DEPOT CRC				
017749	0/11/2005	101105claims	\$27.68	09/05 supplies
Search Name HOME DEPOT CRC			\$27.68	
Search Name HUGHES & COSTELLO				
017750	0/11/2005	101105claims	\$964.56	10/05 legal services

CITY OF LAUDERDALE

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
Search Name HUGHES & COSTELLO			\$964.56	
Search Name KENNEDY & GRAVEN				
017751	0/11/2005	101105claims	\$1,919.00	08/05 attorney fees
017751	0/11/2005	101105claims	\$11.46	08/05 attorney fees
Search Name KENNEDY & GRAVEN			\$1,930.46	
Search Name LMC				
017752	0/11/2005	101105claims 1-000023445	\$25.00	hr basics for supervisors - jim
017752	0/11/2005	101105claims 1-000023345	\$15.00	safety assistant meeting series - jim
Search Name LMC			\$40.00	
Search Name METRO GARAGE DOOR CO.				
017753	0/11/2005	101105claims 148536	\$140.53	service call + supplies
Search Name METRO GARAGE DOOR CO.			\$140.53	
Search Name MN CLERKS & FIN OFFICERS ASSOC				
017754	0/11/2005	101105claims	\$35.00	Heather's association membership
Search Name MN CLERKS & FIN OFFICERS ASSOC			\$35.00	
Search Name NORTH STAR BANK, PETTY				
017755	0/11/2005	101105claims	\$15.00	amp meeting
017755	0/11/2005	101105claims	\$43.09	jb mileage
017755	0/11/2005	101105claims	\$21.00	park committee meeting
017755	0/11/2005	101105claims	\$34.01	bbh mileage
017755	0/11/2005	101105claims	\$15.00	park committee meeting
017755	0/11/2005	101105claims	\$9.60	tire disposal
Search Name NORTH STAR BANK, PETTY			\$137.70	
Search Name PARK HARDWARE HANK				
017756	0/11/2005	101105claims	\$42.17	09/05 supplies
Search Name PARK HARDWARE HANK			\$42.17	
Search Name PARK SERVICE				
017757	0/11/2005	101105claims	\$181.83	09/05 fuel for trucks
017757	0/11/2005	101105claims	\$20.20	09/05 fuel for trucks
Search Name PARK SERVICE			\$202.03	
Search Name WASTE MANAGEMENT				
017758	0/11/2005	101105claims 2787852-0500-8	\$67.54	09/05 garbage service
Search Name WASTE MANAGEMENT			\$67.54	
Search Name XCEL ENERGY, CITY HALL				
017759	0/11/2005	101105claims 51-4574407-0	\$43.18	09/05 city hall utilities
017759	0/11/2005	101105claims 51-4574407-0	\$18.72	09/05 city hall utilities
017759	0/11/2005	101105claims 51-4574407-0	\$6.24	09/05 city hall utilities
017759	0/11/2005	101105claims 51-4574407-0	\$129.55	09/05 city hall utilities
Search Name XCEL ENERGY, CITY HALL			\$197.69	

CITY OF LAUDERDALE

Vendor Transactions

CHECK Nbr	Check Date	Batch Name Invoice	Amount	Comments
			\$25,038.59	

FILTER: (([Period] in(10) and [Act Year] = '2005') and [Tran Nbr] in(20,21,22,23,25) and ([Vendor Nbr]>0))

CITY OF LAUDERDALE COUNCIL ACTION FORM

MEETING DATE: Tuesday, October 11, 2005

ITEM: Truck Purchase

DESCRIPTION: the city's Chevrolet pick-up truck is inoperable and beyond reasonable cost to repair. The City has \$25,000 budgeted for a new pick-up truck. After some running around and mishaps, the City found a 2006 model year pick-up to replace the Chevrolet. The vehicle is a Ford one ton and is equipped with the necessary features to enable plowing and hauling by city crews. The purchase price is \$21,226.00. This price does not include tax and other fees. The estimated total cost is \$23,000.00.

OPTIONS/RECOMMENDATION:

Staff recommends approving the purchase of this vehicle. Delivery of the vehicle is anticipated for the first or second week of November.

ATTACHMENTS: None

CITY OF LAUDERDALE COUNCIL ACTION FORM

MEETING DATE: Tuesday, October 11, 2005

ITEM: LMC Annual Conference - Consent

DESCRIPTION: the League of Minnesota Cities Annual Conference and Exposition provides an opportunity for Council and staff to meet with other city officials and staff from around the state and discuss common issues and solutions. It also provides an opportunity for ongoing learning and education regarding some of the more pressing issues facing cities now such as working with limited resources, community based economic development and engaging the citizens in building a community vision.

The Conference runs from December 1 to December 3 at the Rochester Mayo Clinic Civic Center.

OPTIONS/RECOMMENDATIONS: authorize staff and council members, who so desire, to attend the conference. Cost is \$300 for registration (if registered prior to Oct. 31) hotel is \$89 per night not including tax plus incidentals (mileage, parking, etc.).

ATTACHMENTS: Conference information

LMC 2005 Annual Conference

Agenda: Thursday, Dec. 1

10 a.m.-4 p.m. **Exhibitor Set-Up** (*Exhibit Hall*)
Registration Open (*North Lobby*)
Nominating Committee (meets all day)

PRE-CONFERENCE ACTIVITIES:

10:30 a.m.-

Workshops

12:30 p.m.

Note: Please indicate your intention to attend the Pre-Conference on your registration form, so that appropriate arrangements can be made.

- ***Solving the Highway 52 Conundrum*** -- In a radical departure from the traditional approach to highway construction, Highway 52 will be finished in three years rather than the initial projection of 11-12 years. After the city of Rochester initiated a broad study of potential impacts (economic, congestion, etc.) over different lengths of time, the Minnesota Department of Transportation agreed to move ahead as quickly as possible using the design-build method for the first time. Take advantage of your trip to Rochester to:
 - Experience a fascinating "virtual tour" of the project.
 - Gain an understanding of the factors used to make the decision.
 - Hear the city's perspective on what has worked, pitfalls to avoid.
 - Discover how lessons learned on Highway 52 have made a difference for more recent projects.

- ***A Lesson in Economics: The Impact of the Medical Industry on Rochester and SE Minnesota*** (Mayo Clinic) -- Minnesota residents understand they have access to medical expertise and innovative treatments at Mayo. Less understood, however, is that Mayo's diversified health service activities create a substantial economic engine centered in Rochester. By joining other conference delegates at the famous clinic for a special program and tour, you'll:
 - Discover past and present economic impacts as measured in spending, "fresh dollars" flowing into the state, the multiplier effect of out-of-state funds being respent in the state, government revenues generated.
 - Become familiar with anticipated outcomes from the new Minnesota Partnership for Biotechnology and Medical Genomics that would improve the overall health of Minnesotans while reducing health care costs.
 - Hear how the city views its relationship with the medical industry in general and its biggest employer in particular.
 - Participate in a customized tour of clinic highlights.

12:30-1:30

Lunch On Your Own

p.m.

1:30-2:45 p.m. Special Interest Roundtables

Roundtable conversations will provide attendees a chance to learn from peers, gather quick hits of information and resources on various city issues. Each roundtable will last 30 minutes, providing delegates the opportunity to participate in two of the series of roundtables. (Session descriptions will be provided in the next couple of weeks.)

- *Municipal liquor stores*
- *Limits on city revenue*
- *Sharing city resources*
- *Emergency planning for cities*
- *Essential infrastructure policies*
- *Reaching out to new immigrants*
- *Defining community in community centers*

2:15-2:45 p.m. Orientation for Newcomers

CONFERENCE OPENING:

3-3:20 p.m. Opening Ceremony (*Presentation Hall*)

3:25-3:45 p.m. Conference Welcome (*Presentation Hall*)

3:45-4:45 p.m. Keynote Speaker: Bill Strickland (*Presentation Hall*)
Revitalizing Our Cities

As President and CEO of Manchester Craftsmen's Guild and the Bidwell Training Center in Pittsburgh, Pa., Bill Strickland has changed people's lives, offering a national model for education, training and hope. As keynote speaker for the Annual Conference, Bill will discuss the way in which many constituent communities -- educators, corporate leaders, human service providers, arts organization and others -- can join together in a united, holistic view of the community development process and create a mechanism where no one is left behind. He will illustrate this philosophy of inclusion in very specific terms using case examples to underscore his talking points. You'll leave moved, motivated to make a difference and ready to believe in the potential of each individual!

5-7:30 p.m. Marketplace Grand Opening (*Exhibit Hall*)

Substantial hors d'oeuvres and cash bar; live music by Swing Street; prize drawing. (5:45 p.m.)

7:30 p.m. Concert: Tingstad and Rumbel (*Auditorium*)

8:30 p.m. Intermission

8-9:30 p.m. Chocolate Fantasy (*Grand Lobby*)

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LMC 2005 Annual Conference

Agenda: Friday, Dec. 2:

7-8:30 a.m. **Women in City Government Breakfast**

7:30 a.m. **Registration Opens** (*North Lobby*)

7:30-8:30 a.m. **Continental Breakfast for All Delegates** (*Exhibit Hall*)

8:30-9:45 a.m. **Forum: Mood of the Voters** (*Auditorium*)

9:45-10:45 a.m. **Marketplace Grand Finale** (*Exhibit Hall*)

11 a.m.-12 p.m. **Concurrent Sessions I**

- ***By Popular Demand***
Strengthening Council-Staff Connections
- ***Especially for Staff***
Employee Health Care: Meeting the Challenges and Obligations
Providing employee health care benefits is traditionally viewed as part of the compensation package that helps attract new employees and retains veterans. But as these costs rise, cities must explore new ways to balance the need to provide health benefits to employees while keeping the soaring costs in check. This session examines examples of tools and programs available to address some of the challenges including:
 - Employee-driven health care options.
 - The possibility of cities "pooling" to providing health insurance.
 - Learning what other cities are doing to balance employee needs with budget constraints.
- ***Especially for Small Cities***
Survival: The Future of Small Towns
More than 85 percent of Minnesota cities are "small towns" with less than 5,000 people. During the past 100 years, these communities have faced social, economic, cultural and environmental changes that have altered the structure of rural Minnesota. The past three decades have seen a "rural renaissance," due in part to the advancement of technologies and reduced transportation costs. The Center for Small Towns, located at the University of Minnesota at Morris, annually hosts a series of three Symposiums on Small Towns events. The symposium series has focused on the past, present, and future of these small towns. Those who attend this session will hear about:
 - The initial formation of small towns and the changing economic base over the past 100 years.
 - Issues that are now impacting small towns.

- o Visions of the future for and by small towns.

- ***Land Use***

- **Issues in Eminent Domain**

- ***Land Use***

- **Taking Action for Clean Water**

Clean water and growth and development -- how can cities respond? Recent court developments have put the burden of reducing waterway pollution square upon cities. What can Minnesota cities do to meet the federal clean water standards? And, of course, the always important question -- where do cities get the money to do the clean up? Attend this session to get answers to these questions, as well as:

- o Learn why this has become such an important issue.
- o Get the current legislative update and future possibilities.
- o Learn what we can do, what we have to do, and the timelines in which to get it all done.

- ***Conference Within a Conference: The Possibilities of Community***

Here's your chance to learn practical tools and techniques for turning the possibilities of community into reality for your city. Changing demographics, changing technologies, and changing lifestyles may present challenges, but these trends also create exciting new opportunities.

The city-community connection is a continuum - from sharing information to getting input to engaging citizens in meaningful contributions to the quality of city life. This series of three sessions will focus on how each step along the way can be more effective and how the steps are inter-connected.

Engaging Community (featuring Bill Strickland) / Part 1 (of 3)

Is there really a lack of grassroots leadership in our cities, or is it just a matter of developing it? Do community members avoid involvement, or do cities need to find better ways to ask, inspire, tap their interests or skills? This session will share several approaches that have been successfully implemented by Minnesota cities and feature specific suggestions and insights by keynoter Bill Strickland on how to engage businesses and non-profit organizations as well.

12:15-
2:15 p.m.

Mayors Association Luncheon & LMC Annual Meeting (Auditorium)

2:30-3:30 p.m.

Concurrent Sessions II

- ***By Popular Demand***

- **Technology for the Times: Are You Wireless Yet?**

Does a municipal-run WiFi network make sense for your city? A few have been launched around the country; many other cities are exploring the possibilities. This session is perfect for those looking

for a handy overview to bring you "up to speed" on the latest technology buzzword. Attend to:

- o Become familiar with the jargon and "what's out there."
- o Learn the strengths and weaknesses of this technology.
- o Explore the advantages and disadvantages of city-run versus privately owned operations.
- o Benefit from the experience of Minnesota cities -- results of studies as well as actual implementation.

- ***Especially for Staff***

- **The Dynamics of Employee Motivation**

- Despite lots of research, the subject of motivation is not well understood and is often poorly practiced. If well-motivated employees are more creative and productive, it stands to reason that employee motivation goes hand-in-hand with effective management and leadership. Attend this session to:

- o Understand why job performance is a function of both ability and motivation.
 - o Learn some of the strategies for motivation.
 - o Discuss some of the factors that influence individual motivation.

- ***Especially for Small Cities***

- **Personnel: Making the Tough Decisions**

- Performance evaluation. Discipline. Termination. Just the words can strike terror in the hearts of most! Attend this session to learn how to manage -- or even eliminate -- an all-too common progression of dissatisfaction with an employee that leads to discipline or even termination. This program will:

- o Provide tips and highlights for using performance management as a tool to prevent disciplinary action.
 - o Explain what and how to document when taking disciplinary action.
 - o Address the process and pitfalls of employee termination.
 - o Dispel some myths about leaves of absence.

(Time will be reserved for questions and answers.)

- ***Land Use***

- **Next Steps in Reforming Annexation Laws**

- Ineffective annexation policy undercuts the well-being of Minnesota cities by impeding growth and economic development, destroying prime agricultural land and open spaces, and contributing to the degradation of the environment. While steps have been taken in the past to improve the state's annexation law, cities are still hobbled by a process that tends to discourage annexation. This session will:

- o Discuss the problems with the current annexation law.
 - o Share the recommended changes that were identified in the 2005 "Case Analysis of Annexation Issues in Greater

Minnesota" commissioned by the Coalition of Greater Minnesota Cities, the Minnesota Association of Small Cities and the League of Minnesota Cities.

- o Discuss the legislative outlook for annexation-related proposals for the upcoming 2006 legislative session.

- ***Creating Neighbor-Friendly Neighborhoods***

- **Capturing an Emerging Lifestyle / Part 1 (of 2)**

The alternatives to traditional suburban neighborhood design are varied and some are controversial. Since one concurrent session won't provide enough time for a thorough discussion, we have scheduled two time slots for this topic. In Part I, the panelists will concentrate on:

- o The history of the change movement.
- o Some local and regional examples of "new" neighborhoods.
- o The impact of market demand.

- ***Conference Within a Conference: The Possibilities of Community***

- **Getting Input from the Community / Part 2 (of 3)**

How do you move beyond handling specific complaint calls and upset public hearing crowds to having positive, pro-active dialogues about issues or budget allocations or the future of your city? How do you build consensus? Learn how strategies such as town hall meetings/summits, neighborhood gatherings & open houses, weblogs and "electronic democracy" software can enhance communications between city and community as well as among community members.

3:45-4:45 p.m.

Concurrent Sessions III

- ***By Popular Demand***

- **The Generation Gap: Connecting Different Value Systems**

When you grew up has a major impact on how you see others.

Understanding the differences can make it easier to establish positive, productive relationships with councilmembers, co-workers, or constituents from various age groups. By attending this session, presented by a national expert, participants will:

- o Learn about value programming -- the theory that your value system (Good, Right, and Normal) is set at age 10 -- and how it affects your world view.
- o Gain insights into the Mature, Baby Boomer, Generation X, and Millennial generations, including influences, cultural icons, and major generational themes.
- o Discover challenges of managing a workforce that spans Lucy and Desi to Sex in the City.
- o Identify messages and motivators that can help you successfully connect with each generation's set of values, expectations, and skills.

- ***Especially for Staff***

Performance Evaluations: They're a Two-Way Street

It's normal for employees and supervisors to feel a bit uncomfortable during performance evaluations. But, done properly, these annual reviews can provide important opportunities to learn from one another. This program will:

- o Demonstrate how to listen effectively and make sure you are being heard.
- o Illustrate common verbal and non-verbal cues.
- o Highlight the differences in an evaluation from the perspective of an employee and supervisor.
- o Provide a sample schedule of performance evaluations.

(Time will be reserved for questions and answers.)

• ***Economic Development***

Building Your Assets

If you want to avoid the "cookie cutter" approach to economic development but don't know how to determine what's right for your city, this session is for you. Participants will:

- o Gain an understanding of what city attributes have the potential to be assets for economic development.
- o Explore realistic goals for different situations.
- o Discuss policy decisions facing elected officials (such as big box retail or local retail, downtown or no downtown, developing a "big picture plan" or making incremental changes).
- o Identify implementation realities and issues—from incentives, to financial and personnel costs, to barriers.
- o Obtain practical tips through case studies of cities that have built upon various types of assets.

• ***Creating Neighbor-Friendly Neighborhoods***

Capturing an Emerging Lifestyle / Part 2 (of 2)

In Part II of this ongoing discussion about the forces that can drive the need for neighborhood and city re-design, the panelists will look more closely at:

- o How to make new development compatible with existing development.
- o Local regulation issues.
- o Some specific cases of the how's and why's of successes and failures.

(Audience participation will be incorporated into both of these sessions.)

• ***Conference Within a Conference: The Possibilities of Community***

Sharing Information with the Community / Part 3 (of 3)

Although the city newsletter, web site, and utility bill inserts are handy vehicles for disseminating information that constituents need to know, they still leave gaps and communication challenges for

cities to overcome. If you would like to develop a better working relationship with your local paper, reach the ethnic communities in your city or connect with the "younger generation," don't miss the words of wisdom shared by our panel of experts.

- 6-6:45 p.m. Cash Bar & Reception** (*North Lobby*)
Music by Woodwinds Whirlwinds (Complements of the City of Rochester and the Host City Committee).
- 6:45-9 p.m. LMC Reception & Awards Banquet** (*North Lobby*)
Dinner (with background music from the the City of Rochester).
Presentation of LMC Awards (C.C. Ludwig & Leadership).

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LMC 2005 Annual Conference

Agenda: Saturday, Dec. 3:

7:30-8:30 a.m. **Mayors Breakfast**
Delegates Continental Breakfast

8:30-9:30 a.m. **Special Session**
2006 Legislative Preview & Policy Development (*Auditorium*)
(continental breakfast still available)

- Comments from Gov. Tim Pawlenty (invited)

9:45-11 a.m. **Concurrent Sessions IV**

- ***By Popular Demand***
Cost Recovery Through Development Fees
During recent years, several legislative, administrative, and legal developments have put the spotlight on municipal building and development fees. Builders have claimed city fees are excessive and builders have undertaken several initiatives to make municipal officials more accountable. This session will use a case study to:
 - Discuss that tension between the city's right and responsibility to charge fees and the statutory limitations to ensure the city does not overcharge.
 - Examine the basic questions and answers that came out of the Andover case.
 - Provide some recommendations on minimizing exposure to lawsuits.
- ***Especially for Staff***
Developing Effective Personnel Policies
All cities need personnel policies to guide employees and supervisors. But the way you approach policies in a city that employs two people might be different than in a city that employs 80 people. Attend this session to:
 - Learn why personnel policies are important and what they actually are.
 - Get samples and build understanding of essential policies such as sexual harassment prevention, overtime and compensatory time, work hours, time off and equal employment opportunity.
 - Avoid pitfalls and understand how trends in personal time off, vacation and sick time, comp time and overtime, flex hours and benefits can shape your essential policies.
 - Gain knowledge about what policies will best meet the needs of your city.
 - Understand some of the mandatory policies and training requirements for city staff.

(Time will be reserved for questions and answers.)

- ***Especially for Small Cities***

- **Help! We're Losing Our Only Doctor: Exploring Health Care Options**

- Primary care physicians are few and far between in much of rural Minnesota, and access to medical care is often a real problem. It is not enough for medical schools to send temporary, rookie personnel to the rural areas -- we must find a way to graduate more and better rural doctors who will stay in and be a critical (and provide an economic impact) part of the community. Attend this session to learn more about:

- Minnesota's nationally-recognized The Rural Physician Associate Program (RPAP).
 - Public/Private partnerships to provide health care and health care incentives.
 - New visions for the future-such as use of technology applications.

- **Don't Meth With Me**

- The recent escalation of meth use in Minnesota is well documented. The resulting problems raise many questions for cities regarding responsibilities, liabilities and possibilities. Answers and actions will be the focus of this session, as participants:

- Review current legislation and issues related to prevention, enforcement, public and employee safety.
 - Determine who is responsible for coordinating, and paying for, clean-up.
 - Discuss approaches for helping city workers identify meth labs and training clean-up personnel.
 - Become familiar with steps taken by other cities to keep meth labs out, including model ordinances.

11:15 a.m.-
12:30 p.m.

Closing Keynote Luncheon: Nick Mezacapa
Nerves of Steel Workout

Nick Mezacapa has inspired audiences across the country with his unique and unforgettable presentations. Mr. Mezacapa weaves captivating personal life experiences with a refreshing and inspiring message. He draws from his experiences as a teacher, coach, priest (rector of Calvary Episcopal Church in Rochester), husband, and father with passion and authenticity. His experience as a cancer survivor, radio personality, and active thespian combine into a unique style.

[Return to Conference agenda & Keynote speakers page](#)

[Return to LMC 2005 Annual Conference and Marketplace page](#)

M E M O

DATE: OCTOBER 11, 2005
TO: HONORABLE MAYOR AND COUNCIL
FROM: HEATHER BUTKOWSKI, DEPUTY CLERK
RE: APPOINTMENT OF ELECTION JUDGES

BACKGROUND

Below is a list of residents we would recommend appointing to serve as election judges for the November 8, 2005 General Election. Election judges must be appointed by the City Council.

Barlow, Evelyn	1947 Eustis Street
Bowe, Donna	1790 Lake Street
Gordon, Eleanor	2309 Ione Street
James, Ginny	1825 Lake Street
Kruger, Regina	2379 Roselawn Ave
Kvalbein, Juliane	1662 Rosehill Circle
Matheny, Virginia	1974 Walnut Street
Moffatt, Andi	1773 Fulham Street
Schmidt, Mae	1774 Eustis Street
Sventek, Mary Jane	1835 Walnut Street
Wisen, Crystal	1765 Carl Street

Five of the judges are new as of last year, including Juliane Kvalbein. Juliane will be the Head Election Judge. A new head judge was needed because Donna Lawrence moved and will no longer be working here.

Judges must declare a party affiliation. Currently, the four major parties are Republican, Democratic-Farmer-Labor, Green, and Independence. According to data practices, this is personnel data that is not considered public information- but we must have as equal representation from all parties as possible.

Judges must attend a two-hour training session every two years as required by State Law.

Election judges were paid \$7.00 per hour in 2004 (\$8.00 for the head judge), and the city supplies breakfast, lunch and dinner.

COUNCIL ACTION REQUESTED

- 1) Motion to approve the election judges listed above for the November 8, 2005 General Election.

Memo

Date: October 11, 2005
To: Honorable Mayor and Council
From: Jim Bownik, A2CA 
Re: Front Yard Setback Variance Application for 1902 Walnut Street

BACKGROUND

PROPOSAL: Request to grant a 5-foot variance to the front yard setback requirements for the construction of a deck.

APPLICANT, PROPERTY OWNER, AND LOCATION:

Jeremy Carr, 1902 Walnut Street, Lauderdale, MN 55113.

VARIANCE REQUEST AND SITE PLAN

According to the current Zoning Ordinance, an exception exists to the 30-foot front yard setback regulation in the R-1 Suburban Residential District. According to Section 10-8-6: "Where adjacent structures existing on the effective date of the Ordinance codified in this Title have a front yard setback different from those required by this Title, the minimum front yard setback shall be the average of these existing structures".

The adjacent structures are set back 20.5 feet from the front property line. Thus, the minimum front yard setback for this property is 20.5 feet- which is the distance the subject property currently is from the front property line.

The applicant is proposing to construct an open deck that would extend 5 feet from the front of the house. Thus the applicant is requesting a 5-foot variance to the front yard setback requirements- to go from 20.5 feet to 15.5 feet.

The deck proposed for the front of the house is part of a larger project in which the deck is proposed to continue along the south side of the house into the back yard.

The lot size of the subject property is 40' x 127' (5,080 square feet). The property is zoned R-1 Residential.

Attachments

- Variance application from Jeremy Carr, 1902 Walnut Street.
- Setback requirements.

POLICIES AND PROCEDURES FOR VARIANCE APPROVAL

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. The following should be considered:

- Chapter 3 of the Zoning Ordinance defines variances as follows: "The Board shall hear requests for variances from the literal provisions of this Title in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of this Title. The Board of Appeals and Adjustments may not permit as a variance any use that is not permitted under this Title for property in the zone where the affected person's land is located".
- According to State Statute 462.357, Subd. 6, the following regulations apply to variances: The board of appeals and adjustments has the following powers with respect to the zoning ordinance: "To hear requests for variances from the literal provisions of the ordinance in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of the ordinance. "Undue Hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems".

PLANNING COMMISSION ACTION

The Planning Commission, which has not had a quorum or appointed members since the end of 2000 has not received any information in regards to this matter. Instead, this action item was placed directly on the council agenda per Title 2-1-10-4:K of the current Zoning Ordinance.

PUBLIC HEARING FOR THE VARIANCE REQUEST

Property owners adjacent to this property were sent notice of tonight's public hearing at least 10 days in advance.

CITY COUNCIL ACTION REQUESTED

Approve or deny the variance request, attaching any conditions deemed necessary for approval. If the variance is approved, building and other permit applications will be submitted to and approved by the City Building Official before being issued.

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: 651.631.0300 Fax: 651.631.2066

ZONING APPLICATION

Type of Request	Amount
<input checked="" type="checkbox"/> Variance	\$ 75
<input type="checkbox"/> Zoning Amendment	\$100
<input type="checkbox"/> Conditional Use	\$165
<input type="checkbox"/> PUD	N/A
<input type="checkbox"/> Other	

Name of Applicant Jeremy Carr

Address 1902 Walnut St.

City Lauderdale State MN Zip 55113

Address of Property _____
(if different than above)

Day Phone 612-986-4753 Evening Phone _____ Fax _____

Please describe why you are applying for this application Proposed front deck to extend 5ft from the front of the house. House is set back 20.5ft from property line. An awning roof extension will complement. Current deck extends 3.5ft, awning 2ft.

Jeremy Carr
Applicant's Signature

9/8/05
Date

For Office Use Only

Date of Application 9-12-05 Amount Paid 75.00 Receipt Number 7843
PIN # _____

Recommendation of Planning Commission (approve / deny) Meeting Date _____

Date of Public Hearing _____

City Council Action Taken (approved / denied) Meeting Date _____

Conditions? _____

SUPPLEMENTAL VARIANCE APPLICATION QUESTIONS

Application Number: _____

A variance to the zoning ordinance is required to provide relief to a property owner when the strict enforcement of zoning regulations for lot size, setbacks, parking requirements, etc., imposes an undue hardship on the petitioner or denies the petitioner the reasonable use of the land.

1) Please provide a short narrative to the following questions:

A) How does the ordinance deprive you of rights commonly enjoyed by other properties in the same zoning district, and leave the applicant with no reasonable use of the land, provided that the property owner shall not have created the hardship?

B) Explain if there are exceptional or extraordinary circumstances applying to your property which do not apply to other properties in the same zoning district (such as small lot size or lot shape).

C) Explain how granting the variance would be in keeping with the spirit and intent of the Zoning Ordinance.

2) Please submit ten (10) copies of a site plan and supporting data which shall be drawn to scale showing the following:

the size and location of the site, existing land use, zoning, existing drainage, proposed public and private roads, structures for the subject property and adjacent properties, parking and loading areas, driveways, and property lines. The Zoning Administrator may also require additional information as needed.

Jeremy Carr
1902 Walnut St.
Lauderdale, MN 55113
Tel: 612-986-4753

9/9/2005

Zoning Variance Proposal

Overview:

Resident proposes to build a front deck to replace the current deteriorating front deck and steps. The replacement deck is larger than the existing structure, extending 1ft-5in more towards the street. This creates a deck that extends a total of 5 feet from the front of the house or 15' 6" from the front property line. Note that the house is 20' 6" from the front property line. A peaked awning, which already exists, will be extended to provide shade, rain cover, and a balanced design. This overhang will be properly supported with (Qty 2) 4x4 posts to a doubled 2x10 beam supported by (Qty 4) 4x4 posts and footings. The deck will be slightly less than 12 ft wide.

Application:

- A.** This design enhances the property by creating a modest, usable, and friendly front deck. The current setback for such structures is 30 ft; however the house itself is set back only 20.5 ft. This setback leaves no room for an inviting structure such as a front deck. Please note that there is an additional 12 ft between the front property line and the front street.
- B.** Currently a front deck, which has existed for many years, exists at the property. It extends 3' 7" from the house and the awning provides only a hint of rain or shade protection out 2' from the house. The deck structure is deteriorating and needs replacement. An extension to this current design with railings and awning is thought to improve the property's appearance.
- C.** The spirit of zoning ordinances is to ensure construction that is safe and suitable for both the property and the neighborhood. This front deck is intended to add value to the property and the neighborhood. Ample open space exists in the front of this property as to not induce an overcrowded appearance. Improvements to the front walk, flower beds, and turf are also intended. Similar structures appear to exist (with similar setbacks) down the street.

Details: See Next

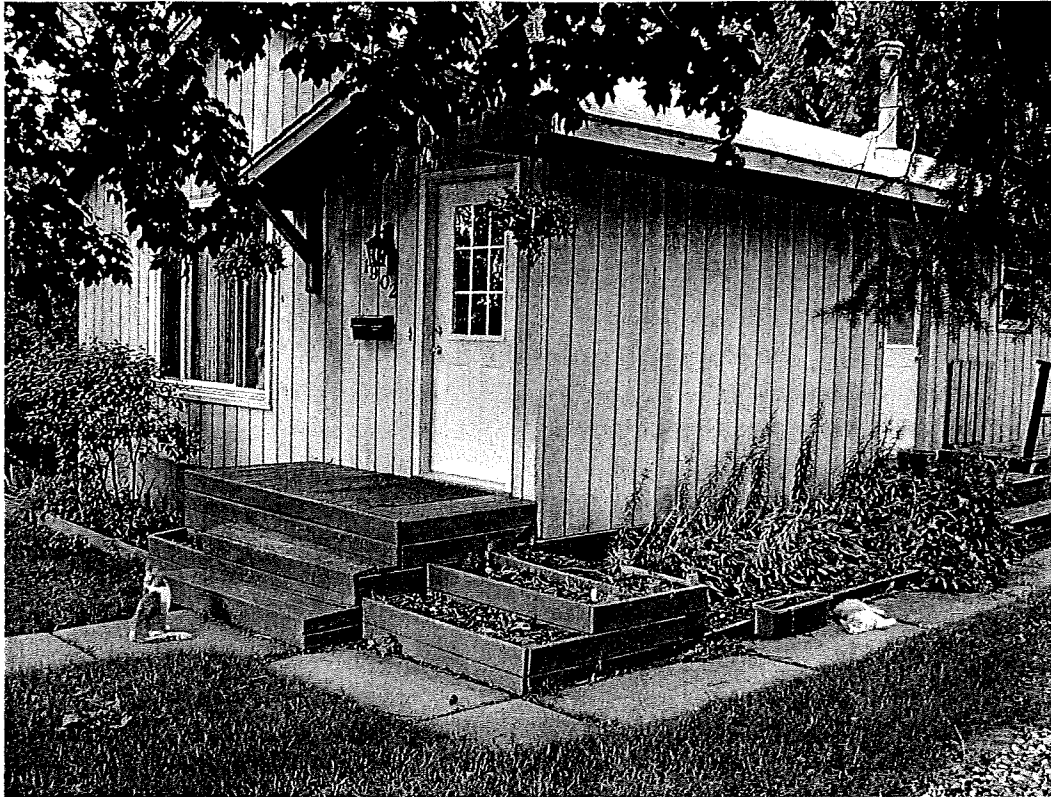


Figure 1: This depicts the current front of the house, front deck, and the awning.

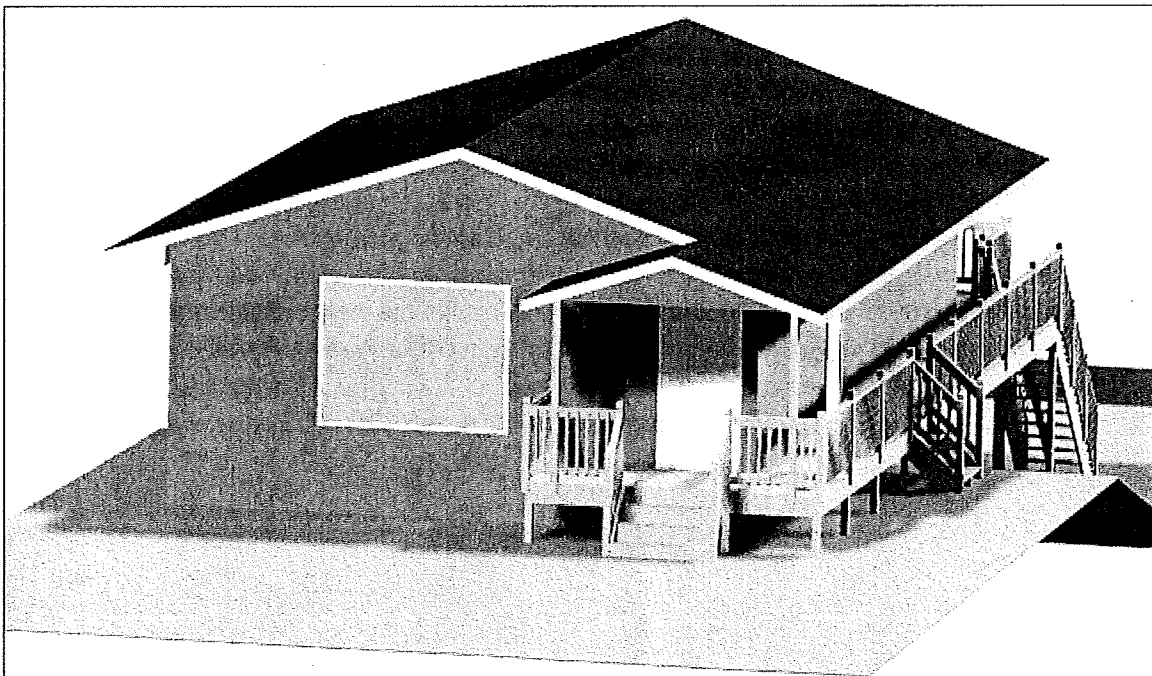


Figure 2: This picture shows a model of the intended appearance of the front deck and awning. Also shown are improvements to the side and rear deck. Details like lattice (around the base of the deck) and house siding are not included in this model.

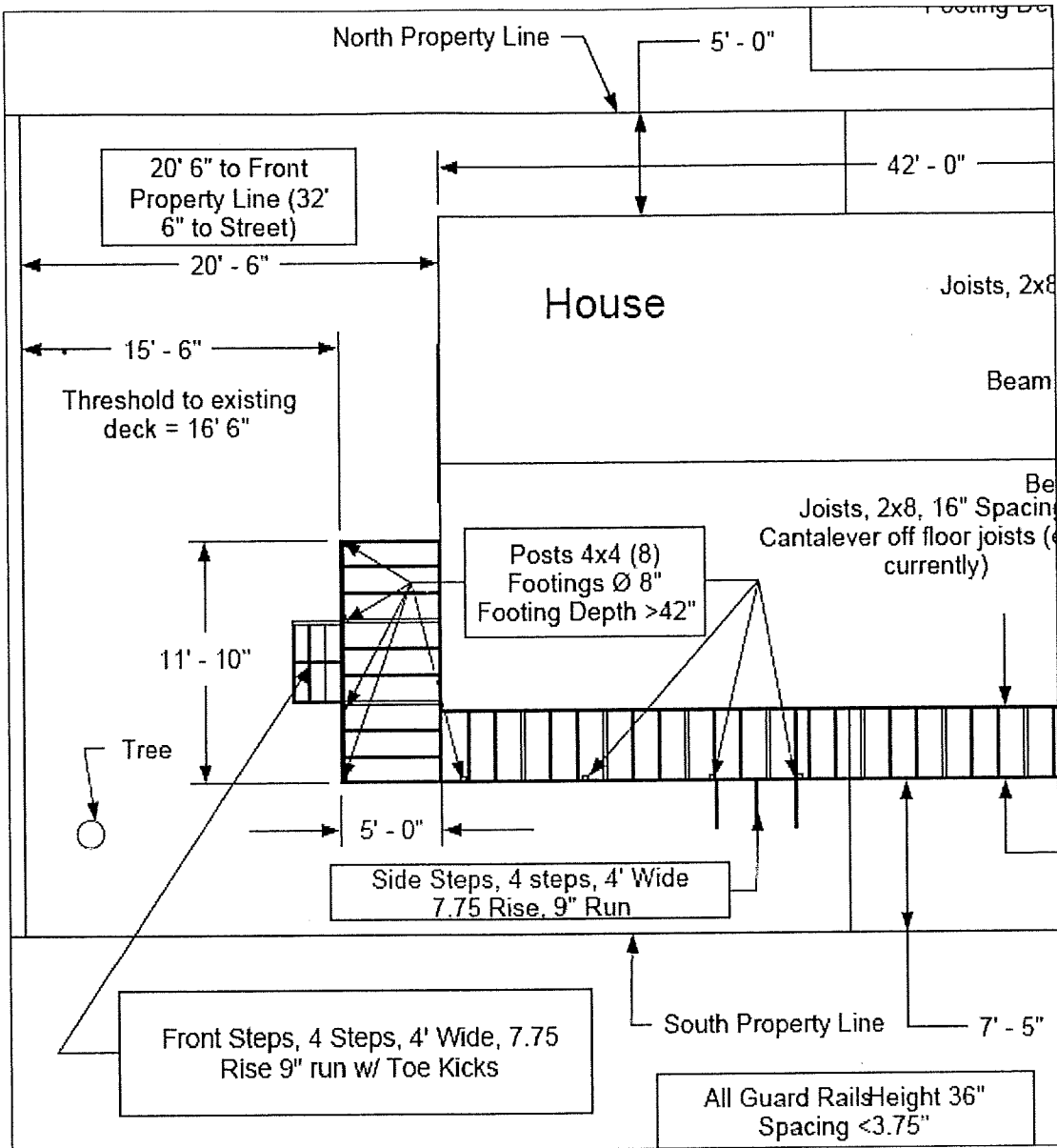


Figure 3: This is a drawing showing the building plans for the front deck portion of the house. Not shown, the outer beam is two 2x10's and the joists are 2x8.

TYPE OF SETBACK	REQUIREMENT	NOTES ***
Front Yard:		
Principal building	30 feet	See exception in 10-8-6 *
Attached garage	30 feet	See exception in 10-8-6 *
Detached garage	30 feet	See exception in 10-8-6 *
Setback between detached garage/principal building	6 feet	
Corner lot	30 feet	For yard defined as "Front Yard", also see exception in 10-8-6 *
Rear Yard:		
Principal building	20 feet	
Principal building on corner lot	20 feet	
Attached garage	20 feet	
Detached garage facing platted alley	8 feet	
Detached garage parallel to platted alley	3 feet	
Detached garage entered from street with no platted alley	3 feet	
Accessory building **	3 feet	
Setback between detached garage/principal building	6 feet	
Setback between accessory/principal building	6 feet	
Fence on platted alley	2 feet	
Fence not on platted alley	0 feet	
Side Yard:		
Principal building	5 feet	
Attached garage	5 feet	
Detached garage entered from street with no platted alley	5 feet	
Detached garage on platted alley	5 feet	
Accessory building **	3 feet	
Setback between detached garage/principal building	6 feet	
Setback between accessory/principal building	6 feet	
If corner lot, building side facing street	5 feet	For yard defined as "Side Yard", requirement is for all buildings on corner lots.
Fence	0 feet	
Driveway	0 feet	

* 10-8-6: Where adjacent structures existing on the effective date of the Ordinance codified in this Title have a front yard setback different from those required by this Title, the minimum front yard setback shall be the average of these existing structures.

** For zoning purposes, accessory building is defined as any building which is not the principal building or garage

*** The following notes apply to all buildings:

- 1). For all buildings, the setback is measured from the building foundation.
- 2). In all cases, no part of the construction (including footings) can encroach onto neighboring properties.
- 3). For all buildings, the overhang shall follow Uniform Building Code (UBC) Section 503.2.1(1), which states that projections shall not extend beyond "a point one third the distance to the property line from an assumed vertical plane located where fire-resistive protection of openings is first required due to location on property".
- 4). No building may be built in an easement area.

CITY OF LAUDERDALE COUNCIL ACTION FORM

MEETING DATE: Tuesday, October 11, 2005

ITEM: 2301 Ione

DESCRIPTION: it has come to the attention of the city that the owners of this property improperly constructed (re-constructed) a deck. Upon review, staff verified a newer deck structure to exist on the home and found through inspection the deck does not conform to the building or zoning code of the city and the owner did not acquire a building permit for the deck.

Based on the information provided upon inspection and building and zoning regulations, it appears the deck can not be constructed to be in conformance with city zoning or building codes.

OPTIONS/RECOMMENDATIONS: staff recommends the council require the removal of this structure by the home owner.

As an alternative, the Council can require the homeowner to bring the deck structure into compliance with existing regulations, however; as stated above, this may not be possible due to set back requirements and that the deck protrudes in to the neighbors property.

ATTACHMENTS: staff memorandum

Council Memo

To: City Council
From: Brian W. Bakken-Heck, City Administrator
CC: Dave Hinrich; Jim Bownik
Date: October 4, 2005
Re: 2301 lone

Staff was informed there may be an unsafe structure located at the above address. The structure is a deck off the north side of the home. Upon review of the property file, staff discovered no building permit exists for this deck. Based on this information, Dave went out to the house to get additional information on the structure.

However; before we go in to this issue, additional information regarding this property and the adjacent property – 1743 Pleasant – is needed.

The properties, 1743 and 2301 lone (formerly 1741 Pleasant) were owned by the same people and at the time of ownership, only one property identification number existed for both properties. Both are plated as 40' lots. 1743 Pleasant has a small structure located near the alley.

In approximately 1977, the owners wanted to construct an additional home on what is now 2301 lone. The Council, acting at the recommendation of the planning commission, approved the construction of the second house and provided for variances in the construction.

In 1981, the address officially changed from 1741 Pleasant to 2301 lone. Although there are two platted lots with legal descriptions, only one PIN existed. In 1991 the owner of 2301 lone asked about splitting the lot. As there were already two lots, a split was not needed. The County indicated to Ms. Peterson, then clerk that the owner only needed to request a split or PIN for the 1743 Pleasant parcel upon sale to another party.

The council passed a resolution in 1999 permitting the owner to obtain a PIN for 1743 Pleasant. The council passed a resolution allowing the owner to obtain a PIN and placed restrictions on future use of 1743 regarding set backs and new construction.

The house located at 2301 lone does not conform to set backs and other regulations.

Dave visited the house and assessed the deck on October 3, 2005. He found the existing house does not comply with the 5' set back to the side yard on the north side (side adjacent to 1743 Pleasant). The deck, which appears to have been recently constructed, projects over the property line.

Building code does not allow projections into a 2' side yard set back that is not protected for fire; the overhang of the existing house and the deck project into the side yard where fire protection is required.

Dave also found the decks construction violates building code and the City of Lauderdale zoning ordinance. Specifically, the deck was constructed without a building permit and has the following structural deficiencies:

1. Ledge board is not properly fastened
2. Ledge board is not flashed
3. Footings are not installed properly (posts rest on cinder block)
4. Posts are not properly attached to the footings
5. Posts are not properly attached to rim
6. Joists are not properly attached

Memo

Date:

October 11, 2005

To:

Honorable Mayor and Council

From:

Jim Bownik, A2CA

Re:

National Incident Management Plan (NIMS) and Intrastate Mutual-Aid
Agreement Resolutions



BACKGROUND

The Ramsey County Department of Emergency Management and Homeland Security is requesting that all cities in their jurisdiction pass these two resolutions by the end of October.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 101105A: Designation of the National Incident Management System as the Basis for all Incident Management in the City of Lauderdale, and Resolution No. 101105B: A Resolution Promoting the Use of Intrastate Mutual-Aid Agreements.



State and Local Guide:

**Resolution Adopting the National Incident
Management System**

&

**Resolution Promoting Intrastate
Mutual Aid Agreements**

Resolution Adopting the National Incident Management System (NIMS)

Compliance requirement: To recognize formally the NIMS principles and policies. States, territories, tribes and local entities will meet this requirement by approving a resolution that adopts NIMS as the standard for incident management. Please note that jurisdictions currently receiving homeland security grant funding and any county, city, township, or tribal government that intends to apply directly for federal preparedness, prevention or planning grants must adopt and implement NIMS at the local government level.

State and Local Jurisdiction Compliance NIMS principles and policies	
<p style="text-align: center;">State and Local jurisdictions shall approve a resolution that recognizes and adopts the NIMS.</p> <p>Such resolution must be adopted by the state or local jurisdiction no later than December 31, 2005.</p>	<p style="text-align: center;">Implementation Steps</p> <ul style="list-style-type: none"> - Take appropriate measures to ensure that the governing authority for your jurisdiction (i.e., city council, county board, etc.) approves a resolution that recognizes and adopts the NIMS. <i>Jurisdictions may use the sample resolution below in preparing a NIMS resolution.</i> - Notify Ben Kosel, HSEM state agency coordinator, when the resolution has been adopted. Fax a copy of the approved resolution to his attention as soon as possible. - If your jurisdiction has already complied with the step of adopting a NIMS resolution, fax the resolution to Ben Kosel at: 651-296-0459

Contact Information:

Ben Kosel
 State Agency Coordinator
 Division of Homeland Security and Emergency Management
 444 Cedar Street
 Suite 223
 Saint Paul, Minnesota 55101

Phone: 651.215.6937
 Email: Benjamin.kosel@state.mn.us
 Fax: 651.296.0459

RESOLUTION NO. 101105A
COUNTY OF RAMSEY, STATE OF MINNESOTA
DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM
AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE CITY OF LAUDERDALE

WHEREAS, the President of the United States of America issued Homeland Security Presidential Directive 5 to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system; and

WHEREAS, the President, in Homeland Security Presidential Directive 5, tasked the secretary of the U.S. Department of Homeland Security to develop and administer a National Incident Management System; and

WHEREAS, the secretary of the U.S. Department of Homeland Security developed and administered the National Incident Management System (NIMS) to provide for interoperability and compatibility among federal, state, and local capabilities, the NIMS will include: a core set of concepts, principles, terminology, and technologies covering the incident command system; multi-agency coordination systems; unified command; training; identification and management of resources (including systems for classifying types of resources); qualifications and certification; and the collection, tracking, and reporting of incident information and incident resources; and

WHEREAS, Minnesota Governor Tim Pawlenty issued Executive Order 05-02: DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE STATE OF MINNESOTA; and

WHEREAS, the collective input and guidance from all federal, state, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation, and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all Lauderdale agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities, and resources will improve the ability of Lauderdale to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of the NIMS are already an integral part of various incident management activities throughout the City of Lauderdale, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System; and

NOW, THEREFORE, we do hereby establish the National Incident Management System (NIMS) as the City of Lauderdale standard for incident management.

Adopted by the Lauderdale City Council on this 11th day of October, 2005.

Signed _____ (Seal):
Jeffrey E. Dains, Mayor

Attest: _____
Brian Bakken-Heck, City Administrator

Resolution Promoting Intrastate Mutual-Aid Agreements

Compliance requirement: To promote intrastate mutual-aid agreements.

State and Local Jurisdiction Compliance	
Mutual-aid agreements	
<p>State and Local jurisdictions should approve a resolution that recognizes and promotes the establishment and utilization of intrastate mutual-aid agreements.</p> <p>Such resolution should be approved by the state or local jurisdiction no later than December 31, 2006.</p>	<p style="text-align: center;">Implementation Steps</p> <ul style="list-style-type: none"> – Take appropriate measures to ensure that the governing authority for your jurisdiction (i.e., city council, county board, etc.) approves a resolution that recognizes and promotes the utilization and establishment of intrastate mutual-aid agreements. <i>Jurisdictions may use the sample resolution below to prepare this document.</i> – Notify Ben Kosel, HSEM state agency coordinator, when the resolution has been adopted. Fax a copy of the approved resolution to his attention as soon as possible. – If your jurisdiction has already complied with the step of adopting a mutual-aid resolution, fax the resolution to Ben Kosel at: 651-296-0459.

Contact information:

Ben Kosel
 State Agency Coordinator
 Division of Homeland Security and Emergency Management
 444 Cedar Street
 Suite 223
 Saint Paul, Minnesota 55101

Phone: 651.215.6937
 Email: Benjamin.kosel@state.mn.us
 Fax: 651.296.0459

RESOLUTION NO. 101105B
RESOLUTION BY THE CITY OF LAUDERDALE
COUNTY OF RAMSEY, STATE OF MINNESOTA
PROMOTING THE USE OF INTRASTATE MUTUAL-AID AGREEMENTS

WHEREAS, Chapter 12, Section 12.331 allows for Intrastate Mutual Aid, and direct, timely assistance between jurisdictions is critical; and

WHEREAS, the possibility of the occurrence of natural and other disasters of major size and destructiveness exists and is increasing; and

WHEREAS, there is a need to ensure that preparations of the City of Lauderdale will be adequate to deal with disasters; generally protect the public peace, health, and safety; and preserve the lives and property of the people of the state; and

WHEREAS, it is necessary to provide for the rendering of mutual aid among the political subdivisions of the state and to cooperate with the federal government with respect to carrying out emergency management functions; and

WHEREAS, it is the policy of Minnesota that all emergency response functions of this state be coordinated to the maximum extent with the comparable functions of the state government, including its various departments and agencies, of other states and localities, and of private agencies of every type, to the end that the most effective preparations and uses may be made of the state's labor supply, resources, and facilities for dealing with any disaster that may occur; and

WHEREAS, the director of each local organization for emergency management may, in collaboration with other public and private agencies within this state, develop or cause to be developed mutual-aid arrangements for reciprocal emergency management aid and assistance in an emergency or disaster too great to be dealt with unassisted. These arrangements must be consistent with the local emergency operations plan and, in time of emergency, each local organization for emergency management and its members shall render assistance in accordance with the provisions of the mutual-aid arrangements; and

NOW, THEREFORE, be it resolved that the City of Lauderdale promotes the efficiency and effectiveness of intrastate mutual aid by designating a city administrator, manager, public safety director, police chief, sheriff (if applicable), fire chief, public works director, or other officer who, exercising discretion and considering the needs of the political subdivision and its inhabitants, to dispatch equipment and personnel as considered necessary if a danger of fire, hazard, casualty, or another similar occurrence exists outside the political subdivision and by its suddenness it would be impractical for the governing body of the City of Lauderdale itself to authorize the dispatch of equipment and personnel to combat that emergency or disaster.

Adopted by the Lauderdale City Council on this 11th day of October, 2005

Signed _____
Jeffrey E. Dains, Mayor

(Seal):

Attest: _____
Brian Bakken-Heck, City Administrator

CITY OF LAUDERDALE COUNCIL ACTION FORM

MEETING DATE: Tuesday, October 11, 2005

ITEM: Health Insurance

DESCRIPTION: the cost for health insurance through the County is becoming increasingly expensive for the City and those who are participating in the program. We looked into a few alternatives and found a viable alternative plan with Blue Cross and Blue Shield of Minnesota. The combined savings to employees and the city exceed \$7,000 annually.

The attached memo provides more details on the program

OPTIONS/RECOMMENDATION:

1. Stay with County Plan
2. Drop County health (keep dental, life, STD and LTD) and go with new provider.

It is the recommendation of staff to move forward with Option 2.

ATTACHMENTS: memorandum and plan information

Council Memo

To: City Council
From: Brian W. Bakken-Heck, City Administrator
CC: Staff
Date: October 5, 2005
Re: Health Insurance

Heather and I met with Jim Alt the representative from Blue Cross and Blue Shield of Minnesota on Monday, October 3, 2005 to discuss alternative health coverage for City staff.

The rate for health insurance the city receives from Ramsey County will increase 11% in 2006. The single rate will be \$518 and the family rate will be \$1,235 per month. The cities cost for coverage for both employees for the year will exceed \$12,000 and employee costs will exceed \$8,500 per year.

Based on the information provided to Mr. Alt, the city can obtain group coverage in the small group plan from Blue Cross and Blue Shield at the tier 1 level. This is the lowest cost plan and is based on the health of the participants. As we have a good health history, we are a low risk and fall in tier 1. Future rates are based on all groups in tier 1, not just the City of Lauderdale. Additionally, if there is a group in the tier with extraordinary claims, the group is moved to a different tier rather than increasing the rate for the entire tier.

The benefits for this plan, a comprehensive major medical (CMM) is essentially the same as those provided by Ramsey County. The co-pay for office visits is the same, co-pay for emergency care is the same. Preventative care is covered at 100% without co-pay. Hospital is covered at 80% after the deductible is met as are therapy services. The deductible is \$300 per person / \$900 per family.

The rate for the single plan is \$188 per month; family rate is \$929 per month. The city saves \$330 per month on the single plan and the employees save \$297 per month. Annually, the city saves \$3,960 and the employee saves \$3,564.

Dental, life, STD and LDT would remain with the county unless a better option for Life, STD and LDT is provided.

comprehensive major medical with deductible plan

Please note: Benefits are subject to regulatory approval

PLAN HIGHLIGHTS	IN-NETWORK	EXTENDED/OUT-OF-NETWORK
Annual deductible options Employers choose one of four options. One deductible applies to services from all providers.	a \$ 300/person – \$ 900/family b \$ 500/person – \$1,000/family c \$ 1,000/person – \$2,000/family d \$ 2,000/person – \$4,000/family	
Out-of-pocket maximum These options correspond to the deductible selected. A separate out-of-pocket maximum of \$500 per person or \$1,000 per family for prescription drugs.	a \$1,500/person – \$5,000/family b \$1,800/person – \$5,000/family c \$2,250/person – \$5,000/family d \$2,500/person – \$5,000/family	a \$2,500/person b \$2,700/person c \$2,700/person d \$3,000/person
Lifetime maximum	\$3 million for services from all providers	
Office visits <ul style="list-style-type: none"> • Illness or injury • Behavioral health care (mental health, substance abuse, eating disorders and autism) • Chiropractic manipulation • In-office surgery/allergy-related services 	100% after \$25 copay 100% after \$25 copay* (see details below) 100% after \$25 copay* (see details below) 80% after deductible	60% after deductible 60% after deductible 60% after deductible; <i>no benefits for services from out-of-network provider</i> 60% after deductible
Preventive care <ul style="list-style-type: none"> • Well-child services and immunizations • Prenatal care • Routine physicals and eye exams • Cancer screenings 	100% 100% 100% 100%	60% after deductible 60% after deductible 60% after deductible 60% after deductible
Lab and X-ray services	100%; 80% after deductible for inpatient services	60% after deductible
In- and outpatient hospital services <ul style="list-style-type: none"> • Facility services (includes behavioral health care) • Professional services (includes behavioral health care) 	80% after deductible* (see details below) 80% after deductible* (see details below)	60% after deductible 60% after deductible
Emergency care <ul style="list-style-type: none"> • Facility services • Professional services 	100% after \$60 copay 80% after deductible	100% after \$60 copay 60% after deductible
Ambulance services	80%	80%
Medical supplies	80% after deductible	60% after deductible
Therapy services <ul style="list-style-type: none"> • Chiropractic therapy • Occupational and physical therapy • Speech therapy 	80% after deductible* (see details below) 80% after deductible 80% after deductible	60% after deductible; <i>no benefits for services from out-of-network providers</i> 60% after deductible** (see details below) 60% after deductible** (see details below)
Prescription drugs <ul style="list-style-type: none"> • 31-day supply; 3-cycle supply of oral contraceptives for 3 copays; formulary drugs only • Mail-order drugs (90-day supply) 	80% coverage, member responsible for a minimum of \$10 and a maximum of \$30 per prescription 100% after \$40 copay	80% coverage, member responsible for a minimum of \$10 and a maximum of \$30; you pay the pharmacy and file a claim. In addition to copays, member will be responsible for amounts in excess of the allowed amount

How cost sharing is calculated

Copays are flat fees you pay at the time you receive a service.

Coinsurance is the percentage of charges you pay for a service. It's based on the allowed amount.

Deductible charges are subtracted from the allowed amount.

Allowed amount is the negotiated amount that network providers have agreed to accept as full payment at the time your claim is processed. If you see a provider who doesn't participate with Blue Cross, the allowed amount is either the billed charge or a percentage of the network allowed amount, whichever is less.

* For highest level of coverage, use Select Network providers for outpatient chiropractic and behavioral health services. For all other services use the Blue Cross Network.

** Physical, occupational and speech therapy services limited to a \$500 maximum per calendar year

This is only an outline of plan benefits. The contract and certificate include complete details of what is and isn't covered. Services not covered include eyeglasses, hearing aids, items primarily used for a non-medical purpose, over-the-counter drugs/nutritional supplements, services that are cosmetic, experimental, not medically necessary, or covered by workers' compensation or no-fault auto insurance. Pre-existing conditions may not be covered for a limited period of time. This limit is reduced by prior continuous coverage and doesn't apply to pregnancy, newborns, adopted children or handicapped dependents. We feature a large network of health care providers. Each provider is an independent contractor and is not our agent. Nonparticipating providers do not have contracts with Blue Cross and Blue Shield of Minnesota. Blue Cross and Blue Shield of Minnesota is an independent licensee of the Blue Cross and Blue Shield Association. Benefits are effective Jan. 1, 2005.



BlueCross BlueShield
of Minnesota

F7097R06 (9/04)
(Plan numbers a 118, b 120, c 122, d 123)



Small Employer 2 - 50 Rates
Effective October 1, 2005 - December 31, 2005
Table 1, Area 1

AGE	AwareGold	AwareGold WithCopey	CMM Copey \$15	CMM Copey \$25	CMM ✓ \$300	CMM ✓ \$500	CMM \$1000	CMM \$2000
<30	\$242	\$215	\$199	\$195	\$188	\$183	\$174	\$164
30-34	\$281	\$249	\$232	\$226	\$219	\$212	\$202	\$191
35-39	\$276	\$245	\$228	\$223	\$215 ✓	\$209	\$199	\$187
40-44	\$297	\$263	\$244	\$239	\$231 ✓	\$224	\$213	\$201
45-49	\$362	\$321	\$298	\$292	\$282	\$273	\$260	\$245
50-54	\$466	\$414	\$384	\$375	\$363	\$352	\$335	\$316
55-59	\$600	\$532	\$494	\$483	\$466	\$453	\$431	\$407
60-64	\$726	\$644	\$598	\$584	\$564	\$548	\$521	\$492
65+	\$510	\$453	\$420	\$411	\$397 ✓	\$385	\$367	\$346
1 Child	\$207	\$184	\$171	\$167	\$161	\$156	\$149	\$141
2 Children	\$414	\$368	\$342	\$334	\$322	\$312	\$298	\$282
3 or more	\$621	\$552	\$513	\$501	\$483 ✓	\$468	\$447	\$423

Health rates are subject to change based on the accuracy of the data, health history and eligibility of the applicants.

Counties in Area 1 include: Anoka, Carver, Dakota, Hennepin, Olmsted, Ramsey, Scott, Wabasha, Washington

Blue Cross offers programs in disease management, smoking cessation, prenatal care and case management to "make a healthy difference in people's lives". Ask your Blue Cross sales representative about these programs offered to fully insured groups.



MEMO

To: Honorable Mayor and Councilmembers
From: Dave Callister and Jessica Cook
Subject: Larpenteur Corridor Redevelopment
Date: October 6, 2005

On September 29 and 30, 2005, Mayor Dains, Councilmember Gill-Gerbig, City staff and Ehlers met with three developer groups to receive feedback on the proposed redevelopment of the southeast quadrant of Larpenteur and Eustis. These developer meetings were held to:

- gain insight into market (developer) reaction to redevelopment opportunities
- get direct feedback on the concept plans
- gauge the market for high density housing and retail on the proposed site.

This memo summarizes the feedback, and provides options for the Council to consider in pursuing the City's redevelopment goals.

Developer Feedback

We met with the following developers:

Development Group	Type of Developer/Development	Sample Projects
Dominium Development & Acquisition, LLC	Multifamily Rental Housing	808 Berry Place, St. Paul Silver Lake Village, St. Anthony
Cornerstone Development/ Wayne Olson Development Consultant	Mixed use	Kensington Square, Richfield
Dan Hunt & Associates/Pratt Homes	Condominiums with small-scale retail	Condos at Silver Lake Village, St. Anthony

Prior to the meetings, each development group received project information, including the City's goals, concept plans, and financial feasibility analysis, and viewed the site. The common themes that emerged are summarized below.

Market Feasibility

The Lauderdale "Gateway" is a terrific area for rental and owner-occupied housing. Although the rental housing market is generally weak, this area is perceived as a "niche" market that would support up to 250 general occupancy rental units. The market for condominiums is strong for units with an average sale price up to \$200,000. Units along the park or with views would command higher prices. The density of the proposed concepts is too high for the marketplace. The market for townhomes in this location would be very strong.

The concepts prepared by The Brauer Group and Charrette Center include 25,000 – 47,000 square feet of retail and commercial space. The consensus of the developers is that no more than 20,000 square feet of retail could be supported. Retail will also be limited because of difficult access from Larpenteur. Rents would need to be \$5-\$6 per square foot for retailers to succeed. Rents at these levels would require the housing portion of the project to subsidize the retail construction.

Conclusion: The market for a mixed-use development is sufficiently strong to attract redevelopment to the "Gateway" area. All of the developers would be interested in building projects in the area if redevelopment costs were lower.

Financial Feasibility

The project as proposed in the concept plans has a bigger financial gap than we projected because:

- Acquisition prices will be higher than we estimated given current market conditions
- Sale prices for condos should average less than \$200,000
- Buildings will be limited to four stories above underground parking and retail. Higher buildings cost 15-20% more to construct and rents/sales prices will not support the higher construction costs. Limiting housing to four stories will reduce the density and reduce the tax increment.
- We had estimated that developers could pay up to \$15,000 per unit for land. Developers told us they could only pay about \$5,000 per rental units and 10,000 per condo unit.

Conclusion: The project, as currently conceived, is not financially feasible.

Consistency with City Goals

After receiving feedback from the developers on financial and market feasibility, we asked:

1. What types of development are most likely to achieve the goals established by the City and still be feasible?
2. What are the best areas to target initial development?

The developers' consensus was that it is most economical to keep the current ownership of the existing apartment buildings. The developers offered several suggestions for addressing the historical and potential problems of aging apartments, by either converting them to condominiums or giving the existing properties a new façade. They discouraged redeveloping a portion of the site, for example just the units along Larpenteur Avenue, because the market will not accept new rental or ownership units immediately adjacent to the existing apartments. All of the developers felt that only addressing a portion of the apartments will not meet the City's goals.

The developers concurred that the best areas to target for initial development would be the southwest quadrant of Lauderdale and Eustis, including the New Mech site. Given the proximity to Highway 280, the new uses for that site would most likely be rental housing and new convenience and neighborhood retail.

Conclusion: The City has options to achieve its redevelopment goals that are more financially feasible than the initial concept.

Next Steps

1. On Attachment A, we have briefly outlined some redevelopment options that are likely to be financially feasible. We recommend, as the next course of action, that the Council assess these options to determine whether they meet the Council's redevelopment goals. The Council may also decide that none of the options are worth pursuing, and wait for the value of the existing apartments to decline, either by virtue of condition or market shifts, to a point where redevelopment of the southeast quadrant may be feasible.
2. Ehlers will complete a preliminary financial feasibility analysis of the selected options. The Council will then review and refine the selected options.
3. Communicate the options generated through a community open house. The open house will seek feedback on the City's statement of need, project goals, redevelopment process, and the refined options.

Appendix A Redevelopment Options

Option 1: Use City Incentives to Renovate Existing Apartments

There are many examples of obsolete apartment complexes that have been renovated and repositioned with city involvement. The steps in such rehabilitation projects usually include:

- a. Consolidate the properties under one ownership entity. While none of the developers indicated that multiple ownership limits rehab potential, it is our experience that properties are viewed as one "complex" in the marketplace. The success of one property hinges on the condition of all. Renters will not pay for a refurbished unit next to a poorly managed project generating police calls.
- b. Provide financing tools, such as low-interest loans, tax increment financing, special taxing district, or housing tax credits to pay for improvements.
- c. Change the look of the buildings with new roof lines, new facades, and interior modifications.
- d. Make site improvements such as burying overhead utilities and improving parking and drainage.
- e. Enter into agreements with the owner(s) that require them to conduct background checks on potential tenants, have on-site management, and include certain lease terms that make eviction mandatory for certain offenses, such as drug use.

Option 2: Convert the apartments to condominiums.

The apartments may be renovated and converted to condominiums with a sales price at \$150,000 or less. The conversion could take place over time, as the units become vacant, thereby reducing relocation costs. This option is most likely to be financially feasible if the current owners undertake the conversion. The city could provide incentives by paying for public improvements such as burying the utilities and streetscaping improvements.

Option 3: Begin redevelopment on the southwest quadrant of Larpenteur and Eustis.

The developers all identified the southwest quadrant as a good redevelopment site. The existing development density is low and the market potential for new development is high. The likely uses would be new retail and rental housing. The new development could "book-end" the existing apartments, providing improved market conditions for the current owners to make investments. However, keep in mind that the investment decisions of the owners will be largely driven by their personal financial objectives.