



*Our Mission is to Provide Quality Public Services in a
Fiscally Responsible Manner While Preserving the
City's Open Space Character*

NOTICE OF MEETING

**City of Lake Elmo
3800 Laverne Avenue North
City Council Meeting
Tuesday, September 18, 2012 7:00 p.m.**

AGENDA

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. APPROVAL OF AGENDA**
- E. ORDER OF BUSINESS/GROUND RULES**
- F. ACCEPT MINUTES**
 - 1. Accept September 4, 2012 City Council minutes
- G. PUBLIC COMMENTS/INQUIRIES**
- H. PRESENTATIONS**
- I. CONSENT AGENDA**

Note: Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

- 2. Accept Financial Report dated August 31, 2012
- 3. Accept Building Permit Report dated August 31, 2012
- 4. Approve Payment of Disbursements and Payroll
- 5. 2012 Crack Seal Project - Receive Contractor Quotes and Award Contract

6. 2012 Street and Water Quality Improvements - Pay Request No. 1
7. Approve Resolution 2012-44 to Set Hearing for 2013 Budget and Levy Discussion

J. **REGULAR AGENDA**

8. 2011 Street and Water Quality Improvements - Final Assessment Hearing
9. Ordinance 2012-62 Zoning Amendment Codification; Approve Resolution No. 2012-46 Authorization of Summary Publication Ordinance 2012-62
10. Approve Proposed General Levy and Proposed 2013 Budget; Resolution No. 2012-47
11. Lake Elmo Traffic Enforcement Update
12. Legion Avenue Sewer Survey Results

K. **SUMMARY REPORTS AND ANNOUNCEMENTS**

- Mayor and Council
- Administrator
- City Attorney
- City Engineer
- Planning Director
- Finance Director

L. Adjourn

**LAKE ELMO CITY COUNCIL MINUTES
SEPTEMBER 4, 2012**

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES
SEPTEMBER 4, 2012**

Mayor Johnston called the meeting to order at 7:00 P.M.

PRESENT: Mayor Johnston, Council Members Emmons, Smith, Pearson and Park

Also Present: City Administrator Zuleger, City Attorney Snyder, City Engineer Griffin, Finance Director Bendel, Planning Director Klatt and City Clerk Thone.

MAYOR JOHNSTON provided an overview of public comments and business order.

APPROVAL OF AGENDA

Council Member Pearson requested to add Item 10 involving Traffic Enforcement to the agenda. Council Member Emmons requested to move Item 3 from Consent Agenda to Regular Agenda.

*MOTION: Council Member Pearson moved to approve the September 4, 2012 City Council Agenda as Amended. Council Member Smith seconded the motion. **Motion passed 5-0.***

ACCEPTED MINUTES

City Administrator Zuleger explained that Item 12(b) from the August 21, 2012 meeting involving the Keats Avenue Street Improvements in fact did not pass per the statutory 4/5 vote requirement. Mr. Zuleger reported that it is the Administration's recommendation that the Council re-hear and reconsider the item.

The council acknowledged the amendments made to the minutes, and Council Member Emmons also specifically requested two additional amendments to the minutes.

ITEM 1: THE AUGUST 21, 2012 CITY COUNCIL MINUTES WERE APPROVED AS AMENDED BY CONSENSUS OF THE CITY COUNCIL.

PUBLIC COMMENTS/INQUIRIES:

Karen Johnston of Friends of the Library reported the interim library is now closed and the new Lake Elmo Library is now open. She reported many positive happenings and progress the library made during the time at the interim location. She thanked all involved in the success of both the interim library and the hard work put forth to open the new library.

PRESENTATIONS:

A) YOUTH SERVICES BUREAU

MARY PLANTEN-KRELL provided a presentation on the services the Youth Service Bureau has to offer the community of Lake Elmo and surrounding communities. The services cover awareness programs, chemical health programs, and diversion programs that aim to head off larger problems that could occur without some type of intervention

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for local youths and families. She explained municipal funding is an important aspect of the program and the YSB has requested the support in the amount of \$3000 from the City of Lake Elmo.

B) PROCLAIM WEEK OF SEPTEMBER 17 TO 23, 2012 CONSTITUTION WEEK

Council Member Pearson read the proclamation proclaiming the week of September 17 through September 23, 2012 as Constitution Week.

CONSENT AGENDA

2. Approve Payment of Disbursements and Payroll in the Amount of \$71,068.54.
3. Approve Updated 2012 Fee Schedule
4. Affirm Hiring of Building Official Rick Chase
5. 2012 Rain Garden Project - Award Contract
6. Authorization for John Shiltz to Dispense Beer and Wine Coolers at the Lake Elmo Days Community Event on September 7 and 8, 2012

*MOTION: Council Member Pearson moved to approve the Consent Agenda 2,4,5,6 as presented. Council Member Park seconded the motion. **MOTION PASSED 5-0.***

*Council Member Smith acknowledged that the Council is excited to welcome the New Building Official Rick Chase.

ITEM 3: FEE SCHEDULE

Council Member Emmons inquired about sewer fees and clarification on the updated fee schedule. City Clerk Thone clarified that the update was a routine housekeeping matter and there will be annual review of the fees for 2013.

*MOTION: Council Member Emmons moved to approve Consent Agenda 3 as presented. Council Member Pearson seconded the motion. **MOTION PASSED 5-0.***

ITEM 7: ORDINANCE 2012-61 APPROVING ZONING TEXT AMENDMENT – SHORELAND STANDARDS

Planning Director Klatt explained the zoning text amendment related to the shoreline standards calling for slightly larger shoreland boat house requirements, which the Planning Commission approved. The proposed requirement would meet the state requirement. Mr. Klatt informed the council that the applicant, who is seeking the amendment, desires to build a structure under the proposed requirements. The applicant also requested that the setback requirements also be amended to conform to State standards. The Commission did not take action on the setback question, as it was not publically noticed in time for the last meeting.

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SEPTEMBER 4, 2012**

Mayor Johnston cautioned whether the public was aware of the City Code allowance of boathouses. He questioned whether the public would have concerns with the additional structures on the shorelands. Council Member Emmons expressed his appreciation for staff's work on this.

*MOTION: Council Member Pearson moved to approve **ORDINANCE 2012-61 APPROVING ZONING TEXT AMENDMENT – SHORELAND STANDARDS**. Council Member Smith seconded the motion. **MOTION PASSED PASS 5-0. THIS DECISION/APPROVAL DOES REQUIRE A FOUR-FIFTHS SUPER MAJORITY VOTE PER STATE STATUTE 429.031.***

ITEM 8: MALMQUIST RAD-2 CONCEPT PLAN EXTENSION: 9424 STILLWATER BOULEVARD

City Administrator Zuleger explained that the city passed a resolution to allow for an open space development. The project and current zoning were previously approved. The Council has already granted at least one extension since the approval.

The staff recommends the additional extension to continue to work on the zoning for the project, work with MnDOT and their recommendations, especially noting traffic concerns, and what the impact of this development would be. MnDot is asking that the developer submit a preliminary plat before they officially comment on the project.

Mayor Johnston suggested public comments be held until after the council speaks on the project.

Council Member Smith questioned the number of requests from the public to speak about the extension, noting we are not here to approve or disapprove the project – just extending the time to properly and expressed her support for the project, citing the need for senior housing in the city limits.

Council Member Pearson expressed his continuing concern regarding Jamaca Court's inclusion in the project and expressed his hesitancy in supporting the project with the inclusion of Jamaca Court.

Council Member Park supported the project and the extension.

Council Member Emmons expressed concerns about the traffic on Highway 5 and ensuring safe access to and from the area. Mr. Emmons also expressed that some residents had expressed concerns about the height of the project.

Mayor Johnston stated he would not support any project with traffic going through Jamaca Court or increased density zoning. He expressed concerns with the lengthy process and stress it may have on the residents and staff. He stated he would support the project with the following three conditions: 1) No traffic thru Jamaca Court; 2) a preliminary plat plan in six months; and 3) an approved traffic management plan from MnDOT in 6 months.

Council Member Smith agreed that Jamaca Court should not be included but stated this is simply an extension, not an approval. She made her position clear that she believes it is a good project, but the debate should be limited to the extension and not attaching additional conditions to the plan at

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this time. She supports granting the extension and fixing the highway 5 safety issues, and discussing them accordingly.

Council Member Park inquired whether this was a 1-year extension. Planning Director Klatt stated it was, but the length was flexible.

City Administrator Zuleger clarified for council the preliminary plat is required before MnDOT will address the traffic issue. Because Jamaca Court is not a state road it will not be addressed. Discussion was had about the MnDOT process and the traffic engineering process.

Council Member Smith stated her preference of a year extension due to the length of time needed to complete many of the required processes.

Tammy Malmquist, 20 year small business owner in Lake Elmo, expressed her commitment to the community's children and seniors, and the development project is to provide a farm school and senior housing for the community.

Council Member Park inquired if the 6 months would be adequate time to accomplish everything that needs to be completed to bring back a completed plan. Ms. Malmquist was hesitant to commit to having everything accomplished in only 6 months. Council Member Park suggested a one-year period for bringing back the preliminary plat only. Council Member Emmons expressed concern over the length of the project to date. Ms. Malmquist responded she feels the project has gained much support from developers and they are ready to move forward. Mayor Johnston raised concerns about single point access of the project property.

Mayor Johnston inquired whether the developer would be ready to go in 6 months. The developer responded it would take 2-3 months from the preliminary plat submission, but agreed the timeline of 6 months in providing the preliminary plat to council was feasible. He also reminded the Council that the preliminary process is financially significant.

Council Member Smith expressed her concerns with the significant time involved between just the preliminary and final plat process. Ms. Smith also pointed out that she has no personal interest in this project with regard to her profession as a real estate agent.

City Attorney Snyder explained the process of approving the concept plan is simple but the preliminary plat is more complex and there are specific statutory (max is 120 days) requirements for the application process. He cautioned setting limits on the review period.

Public Comments:

Ed Neilson, 9498 Stillwater Blvd North, commented that he did not support an extension of the project deadline. He presented a private 'survey' of people who do not support the project or the extension of the deadline. He also alleged that the support for the project has declined due to trust issues.

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John Yarusso, 8282 27th Street North, commented he supports the project, and it is his belief that there is a need in the community for this type of project.

Judy Boyle, 3415 Jamaca Avenue, expressed her support for the extension, and it is her belief that there is a need in the community for senior housing.

Sharon Benardy, 8253 27th Street North, expressed her support of the extension and the project and the need for senior housing in the community.

Larry Weiss, 9302 Stillwater Blvd, expressed he does not support the extension nor the project and expressed his frustration over the lengthy process and the lack of action on the project. Mr. Weiss also is concerned with the constant changes and extensions that keep occurring. He expressed concerns over how this will affect the property values.

Rita Conlin, 8560 Ironwood Trail, expressed her support for the extension and the project, and stated in her experience on the council and planning commission all valuable projects begin as a concept and this is part of the process. She warned that if the Council were to deny the extension, it could be viewed as selective treatment. She encouraged the council to support moving forward with the project and approving the extension.

Brittany O'Keefe, 8308 Stillwater Blvd, expressed her support for the project and the need for the family based atmosphere of the project for children and seniors both.

Pat Wyant, 8772 Ironwood Trail North, expressed her support for the extension of this project and it is her belief that there is a need in the community for senior housing.

Allen Cooperschmidt, 2769 Legion Avenue North, expressed his support for the extension.

Council Member Smith expressed empathy for the surrounding property owners who do not support the project. She hopes they would eventually see it as positive.

*MOTION: Council Member Smith made a motion to approve the **MALMQUIST RAD-2 CONCEPT PLAN EXTENSION: 9424 STILLWATER BOULEVARD for a 6-month period to submit the preliminary plat.** Council Member Park seconded the motion.*

Council Member Emmons raised concerns about extending the timelines on such projects and expressed concerns on the future densities/zoning of this project.

Council Member Pearson expressed council has conveyed the items that are important to them and noted the applicant would be wise to take heed and bring back a project considering the concerns presented such as the Highway 5 access to ensure when the project is brought forward, the expectations are clear and well defined.

*MOTION: Mayor Johnson moved to amend original motion **to include no traffic on Jamaca Court.** Council Member Pearson seconded the motion.*

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Council Member Emmons inquired whether there is a secondary access to the property excluding Jamaca Court and his concern for full access for the property. City Attorney Snyder cautioned council from adding too many conditions to the extension. Council Member Park expressed her support for the extension w/o the exclusion. Pearson and Johnston and Smith expressed their support for the extension with the exclusion.

Vote to Amend Motion; vote passed 4-1, Emmons Nay.

MOTION: Council Member Smith *made a motion to approve the amended MALMQUIST RAD-2 CONCEPT PLAN EXTENSION: 9424 STILLWATER BOULEVARD for a 6-month period to submit the preliminary plat that must exclude traffic on Jamaca Court.* Council Member Park seconded the motion. ***Motion passed 4-1. Emmons, nay***

ITEM 9: CITY OF LAKE ELMO STAFF RETREAT (Discussion Item Only)

City Administrator Zuleger explained the upcoming staff retreat and the positive additions to staff. There was a discussion about the dynamic of the meeting with regards to having council members present versus absent.

ITEM 10: TRAFFIC ISSUE ON HIGHWAY 5:

Mayor Johnston spoke about his concerns over the traffic on Highway 5. He raised for discussion the possibility of adding a traffic control enforcement officer for a period of time, and if positive results are observed, the Council could add a line item to the 2013 budget to continue the enforcement.

City Administrator Zuleger added the traffic concerns are well known and documented. He informed the Council that it would cost the city for an officer at 20 hours a week would cost \$6800 monthly for the drive time periods of morning and evening commuting time. Mr. Zuleger also stated that unfortunately the City's ticket revenue share is only about \$20 per ticket. Mayor Johnston explained that in the past, the City received a half-share of the fine, but now only recovers \$20 of the fee due to state budget issues. A proposal of a one month trial was discussed as well as the importance of measuring the success of the program. Council Members Smith and Pearson voiced their support for the trial.

MOTION: Council Member Emmons *made a motion to spend an amount not to exceed \$7,500 for one month for an officer to focus on speed enforcement.* Mayor Johnston seconded the motion. ***Motion passed 5-0.***

Olivia Moris updated the council on the opening of the new Lake Elmo Public Library and its progress to date. Approximately 90 library cards have been issued to residents. The collection currently stands at approximately 3,500 volumes. Ms. Moris stated her intention to share the Library Management Plan with the Council. The next Library Board meeting is September 12, 2012.

SUMMARY REPORTS AND ANNOUNCEMENTS

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Mayor Johnston – no report.

Council Member Emmons reported meeting with staff and some consultants on theming of the Village area.

Council Member Smith reported her continuing concerns regarding Highway 5 traffic. She also reminded the public about Lake Elmo Days.

Council Member Pearson reported he attended the Village theme meeting with Council Member Emmons and City Administrator Zuleger. He also attended a Truck Committee meeting with Mr. Zuleger.

Council Member Park – no report.

City Administrator Zuleger gave an update on the ongoing truck discussions. He also reported the new light post brackets/planters have arrived for the village/downtown area. He again welcomed the two new employees, Alyssa MacLeod and Rick Chase. Mr. Zuleger reported the recent issues with code enforcement, his recent meeting with Washington County Sheriff's Department, and several developer meetings. He will be meeting with the City of Woodbury to discuss that City's concerns on the comprehensive plan, specifically involving infrastructure and storm water.

City Attorney Snyder – no update.

Planning Director Klatt reported on the last Planning Commission meeting including progress by the Village Workgroup and the development of design standards. It was noted Commissioner Jennifer Pelletier resigned from the commission and that the commission is seeking applicants. Mr. Klatt notified the Council that the next commission meeting will involve a large grading project request.

City Engineer Griffin – no report.

Finance Director Bendel reminded the Council of the budget meeting Tuesday September 11, 2012 at 6:30 P.M.

ADJOURN: The meeting adjourned at 9:28 P.M.

LAKE ELMO CITY COUNCIL

Dean A. Johnston, Mayor

Sandie Thone, City Clerk



MAYOR AND COUNCIL COMMUNICATION

DATE: September 18, 2012

CONSENT

ITEM #: 2

MOTION

AGENDA ITEM: August 2012 Financial Reporting

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: City Administrator and Deputy Clerk

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, The City Council is asked to accept the August 2012 Financial Reporting Packet. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operations and report the financial (unaudited) statement to the City Council. City guidelines suggest the Council be updated on a regular basis.

STAFF REPORT: Attached please find a report for August reflecting the monthly detail supporting the year to date actual results and comparing those results to the 2012 Budget.

The most significant variances are highlighted below:

Revenues:

- General Contractor licenses to date have exceeded the full year budget by 41%. It is anticipated that this trend will continue.
- Heating Permits to date have exceeded the full year budget by 41% and it is anticipated that this trend will continue.
- Plumbing Permits to date have exceeded the full year budget by 55% and it is anticipated that this trend will also continue.
- Plan review fees continue to be strong with the new housing increased activity and on a YTD basis are 29% above the full year budget.
- Assessment searches to date continue to surpass budget due to the coordinated effort to ensure all search request fees are received. The average of five searches each week continues due to an increased volume of activity in the housing market.

Expenses:

All departments are at or well below their 67% of budget to date as all Departments continue to strive to identify and implement any cost saving measures. A few key items to note:

- Some recurring expense items show zero for January which stands out. This is a result of moving the expense back to December when the expense was incurred for year end.
- Unemployment Benefits and Workers Compensation are expensed as those benefits are paid out to claimants. A workers compensation premium refund was received in July due to lower salary dollars than estimated as well as in less costly rating classification codes.
- Although no contract services were budgeted for Administration, expenses were incurred to cover the front desk prior to being fully staffed.
- The Finance Department also used contracted services to cover the Finance department lack of full-time staff and is over budget in that category as a result. The contractor services were primarily used to prepare for the annual Financial Audit. Now that the majority of the audit is complete, those services have been discontinued.
- The Planning Department also uses a part-time contractor to cover the Planning Assistant functions until a full-time staff person was hired. The new Planning Assistant is now on staff full-time and it is anticipated that these services will no longer be needed.
- The Building Inspection Department contracted with the City of Hugo to provide support until the new Inspector was hired. It is anticipated that these services will only be needed through September as the new Inspector began in early September.

RECOMMENDATION: It is recommended that the City Council receive the August monthly Financial Reporting Packet *as part of tonight's Consent Agenda.*

Alternately, the City Council does have the authority to remove this item from the Consent Agenda and further discuss and review.

ATTACHMENTS:

1. August Financial Reports

REVENUE

| | BUDGET | Jan | Feb | Mar | Apr | May | June | July | Aug | YTD | % of Budget | Over/ (Under) |
|---------------------------------|--------------|-------------|--------------|--------------|-------------|--------------|--------------|----------------|--------------|--------------|----------------|------------------|
| Current Ad Valorem Taxes | 2,442,903.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,331,398.75 | 0.00 | 1,331,398.75 | 54.50% | (1,111,504.25) |
| Mobile Home Tax | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,376.22 | 0.00 | 3,376.22 | 42.20% | (4,623.78) |
| Liquor License | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 | 0.00 | 0.00 | 0.00 | 25.00 | 0.31% | (7,975.00) |
| Wastewater License | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (200.00) |
| General Contractor License | 2,000.00 | 1,340.00 | 225.00 | 220.00 | 390.00 | 75.00 | 425.00 | 75.00 | 75.00 | 2,825.00 | 141.25% | 825.00 |
| Heating Contractor License | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (50.00) |
| Blacktopping Contractor License | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (50.00) |
| Building Permits | 115,000.00 | 6,716.51 | 5,041.52 | 7,626.07 | 14,409.11 | 22,564.27 | 27,073.95 | 19,223.23 | 9,999.06 | 112,653.72 | 97.96% | (2,346.28) |
| Heating Permits | 6,000.00 | 730.00 | 230.00 | 455.00 | 600.00 | 1,200.00 | 2,890.00 | 1,040.00 | 1,275.00 | 8,440.00 | 140.67% | 2,440.00 |
| Plumbing Permits | 3,500.00 | 500.00 | 155.00 | 305.00 | 1,135.00 | 1,275.00 | 965.00 | 740.00 | 375.00 | 5,450.00 | 155.71% | 1,950.00 |
| Sewer Permits | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (300.00) |
| Animal License | 2,000.00 | 660.00 | 300.00 | 180.00 | 180.00 | 60.00 | 80.00 | 100.00 | 60.00 | 1,620.00 | 81.00% | (380.00) |
| Utility Permits | 5,000.00 | 0.00 | 291.80 | 330.00 | 185.20 | 0.00 | 670.00 | 1,355.00 | 1,152.00 | 3,984.00 | 79.68% | (1,016.00) |
| Burning Permits | 1,000.00 | 170.00 | 90.00 | 90.00 | 305.00 | 135.00 | 45.00 | 90.00 | 0.00 | 925.00 | 92.50% | (75.00) |
| MSA Maintenance | 75,000.00 | 43,789.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 43,789.00 | 0.00 | 87,578.00 | 116.77% | 12,578.00 |
| State Fire Aid | 40,000.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 3.75% | (38,500.00) |
| PERA Aid | 2,749.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (2,749.00) |
| Gravel Tax | 1,000.00 | 0.00 | 688.63 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 688.63 | 68.86% | (311.37) |
| Recycling Grant | 15,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,588.00 | 0.00 | 0.00 | 15,588.00 | 100.57% | 88.00 |
| Cable Franchise Revenue | 36,500.00 | 1,152.40 | 0.00 | 0.00 | 39,949.50 | 0.00 | 0.00 | 0.00 | 0.00 | 39,949.50 | 109.45% | 3,449.50 |
| Zoning and Subdivision Fees | 5,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (5,500.00) |
| Plan Check Fees | 38,000.00 | 2,457.00 | 2,571.96 | 2,565.06 | 6,126.06 | 9,921.70 | 12,681.08 | 10,206.00 | 2,752.39 | 49,281.25 | 129.69% | 11,281.25 |
| Copies, books, maps | 150.00 | 3.00 | 3.00 | 0.00 | 13.90 | 44.95 | 24.25 | 32.25 | 25.80 | 147.15 | 98.10% | (2.85) |
| Assessment Searches | 200.00 | 15.00 | 45.00 | 120.00 | 135.00 | 45.00 | 40.00 | 135.00 | 105.00 | 640.00 | 320.00% | 440.00 |
| Clean up Days | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,256.00 | 0.00 | 0.00 | 3,256.00 | 108.53% | 256.00 |
| Cable Optn Reimbursement | 2,000.00 | 47.50 | 0.00 | 0.00 | 687.50 | 0.00 | 0.00 | 0.00 | 632.50 | 1,367.50 | 68.38% | (632.50) |
| Fines | 53,000.00 | 0.00 | 4,154.15 | 7,570.16 | 7,684.31 | 4,851.06 | 5,576.67 | 4,056.49 | 5,334.42 | 39,227.26 | 74.01% | (13,772.74) |
| Misc Revenue | 6,384.00 | 1,648.44 | 0.00 | 4,662.63 | 7,146.68 | 3,121.00 | 1,925.00 | 56.24 | 16,326.58 | 34,886.57 | 546.47% | 28,502.57 |
| Internal Charges | 0.00 | 298.00 | 348.00 | 98.00 | 76.00 | 86.00 | 100.00 | 58.00 | 66.00 | 1,130.00 | N/A | 1,130.00 |
| Interest Earnings | 20,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (20,000.00) |
| Donations | 8,000.00 | 0.00 | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,500.00 | 93.75% | (500.00) |
| Total Revenues | 2,900,986.00 | 59,546.85 | 21,644.06 | 25,721.92 | 79,023.26 | 43,403.98 | 71,339.95 | 1,415,731.18 | 38,178.75 | 1,754,589.95 | 60.48% | (1,146,396.05) |
| EXPENSE BY DEPT | | | | | | | | | | | | |
| 410-General Government | 965,182.00 | 32,695.72 | 75,839.99 | 72,121.09 | 73,648.68 | 84,621.78 | 140,925.70 | 98,815.17 | 81,278.65 | 659,946.78 | 68.38% | 305,235.22 |
| 420-Public Safety | 1,081,541.00 | 26,340.35 | 32,247.14 | 42,972.36 | 33,057.62 | 42,287.54 | 51,529.53 | 33,891.86 | 314,383.63 | 576,710.03 | 53.32% | 504,830.97 |
| 430-Public Works | 482,749.00 | 23,080.10 | 44,427.22 | 21,205.76 | 29,856.45 | 46,604.56 | 61,813.60 | 37,808.52 | 31,727.39 | 296,523.60 | 61.42% | 186,225.40 |
| 450-Culture Recreation | 183,103.00 | 10,524.58 | 9,723.89 | 8,550.56 | 9,597.51 | 17,030.80 | 18,350.02 | 14,664.97 | 16,658.94 | 105,101.27 | 57.40% | 78,001.73 |
| 460-Compensation Adj | 13,411.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 13,411.00 |
| 493-Other Financing Uses | 175,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 175,000.00 |
| Total Expenses | 2,900,986.00 | 92,640.75 | 162,238.24 | 144,849.77 | 146,160.26 | 190,544.68 | 272,618.85 | 185,180.52 | 444,048.61 | 1,638,281.68 | 56.47% | 1,262,704.32 |
| Net | 0.00 | (33,093.90) | (140,594.18) | (119,127.85) | (67,137.00) | (147,140.70) | (201,278.90) | (1,230,550.66) | (405,869.86) | 116,308.27 | N/A | 116,308.27 |

Includes \$18k reimbursable MINDot expense

Library card svc fees: not budgeted
Currently interest only bkd at YE

Grant monies received

Good participation for clean up days

Majority of licenses early in year

DEPT 410 - GEN'L GOV'T

1110 - Mayor & Council

| | BUDGET | Jan | Feb | Mar | Apr | May | June | July | Aug | YTD | % of Budget | Over/ (Under) |
|----------------------------------|------------------|-----------------|-------------|-------------|-------------|---------------|-----------------|---------------|-------------|------------------|---------------|--------------------|
| PT Salaries | 16,435.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,217.50 | 0.00 | 0.00 | 8,217.50 | 50.00% | (8,217.50) |
| FICA Contributions | 1,019.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 509.49 | 0.00 | 0.00 | 509.49 | 50.00% | (509.51) |
| Medicare Contributions | 238.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 119.14 | 0.00 | 0.00 | 119.14 | 50.06% | (118.86) |
| Workers Compensation | 0.00 | 36.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 36.00 | 0.00% | 36.00 |
| Mitigation | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (1,000.00) |
| Miscellaneous | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 565.27 | 0.00 | (7.09) | 0.00 | 558.18 | 27.91% | (1,441.82) |
| Dues & Subscriptions | 11,200.00 | 3,391.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 298.19 | 0.00 | 3,689.19 | 32.94% | (7,510.81) |
| Conferences & Training | 3,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 355.00 | 800.00 | 0.00 | 0.00 | 1,155.00 | 33.00% | (2,345.00) |
| Total Mayor & Council | 35,392.00 | 3,427.00 | 0.00 | 0.00 | 0.00 | 920.27 | 9,646.13 | 291.10 | 0.00 | 14,284.50 | 40.36% | (21,107.50) |

1320 - Administration

| | | | | | | | | | | | | |
|-----------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|---------------|---------------------|
| PT Salaries | 220,671.00 | 9,446.62 | 17,718.94 | 12,755.74 | 12,653.83 | 24,869.80 | 16,906.02 | 16,970.32 | 18,094.47 | 129,415.74 | 58.65% | (91,255.26) |
| PERA Contributions | 8,617.00 | 684.85 | 1,154.12 | 924.79 | 917.41 | 1,607.90 | 1,225.68 | 1,230.36 | 1,311.86 | 9,056.97 | 105.11% | 439.97 |
| ICMA Contributions | 7,382.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (7,382.00) |
| FICA Contributions | 13,682.00 | 572.97 | 1,064.66 | 756.95 | 750.63 | 1,460.92 | 993.80 | 997.38 | 1,061.70 | 7,659.01 | 55.98% | (6,022.99) |
| Medicare Contributions | 3,200.00 | 134.01 | 249.01 | 177.04 | 175.56 | 341.68 | 232.42 | 233.36 | 248.30 | 1,791.38 | 55.98% | (1,408.62) |
| Health/Dental Insurance | 33,548.00 | 4,435.56 | (1,445.04) | 4,074.76 | 2,055.81 | 2,055.81 | 2,055.81 | 2,055.81 | 2,055.81 | 17,344.33 | 51.70% | (16,203.67) |
| Unemployment Benefits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,582.00 | 0.00 | 0.00 | 0.00 | 3,582.00 | 0.00% | 3,582.00 |
| Workers Compensation | 2,310.00 | 1,396.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (274.88) | 0.00 | 1,121.12 | 48.53% | (1,188.88) |
| Office Supplies | 6,000.00 | 595.59 | 492.70 | 592.58 | 281.62 | 1,176.12 | 1,034.12 | 652.74 | 1,529.02 | 6,334.49 | 105.91% | 354.49 |
| Printed Forms | 1,000.00 | 0.00 | 0.00 | 363.91 | 0.00 | 0.00 | 118.10 | 883.78 | 44.89 | 1,410.68 | 141.07% | 410.68 |
| Legal Services | 65,000.00 | 0.00 | 0.00 | 9,739.50 | 0.00 | 1,429.50 | 18,513.50 | 6,701.00 | 5,972.86 | 42,356.36 | 65.16% | (22,643.64) |
| Newsletter Website | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Assessing Services | 46,000.00 | 0.00 | 2,000.00 | 2,000.00 | 2,000.00 | 3,487.00 | 6,582.64 | 2,000.00 | 2,000.00 | 20,069.64 | 43.63% | (25,930.36) |
| Contract Services | 0.00 | 0.00 | 2,724.14 | 2,243.63 | 2,361.81 | 2,356.00 | 2,718.04 | 2,356.00 | 3,139.50 | 17,899.12 | 0.00% | 17,899.12 |
| Postage | 6,500.00 | 0.00 | 0.00 | 500.00 | 500.00 | 700.00 | 0.00 | 0.00 | 750.00 | 2,450.00 | 37.69% | (4,050.00) |
| Mitigation | 3,000.00 | 0.00 | 29.97 | 176.27 | 134.41 | 44.55 | 209.23 | 0.00 | 261.80 | 856.23 | 28.54% | (2,143.77) |
| Legal Publishing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 165.90 | 0.00 | 463.00 | 633.90 | 0.00% | 633.90 |
| Insurance | 39,500.00 | 380.00 | 500.00 | (78.53) | 0.00 | 0.00 | 33,966.75 | 0.00 | 0.00 | 34,768.22 | 88.02% | (4,731.78) |
| Cable Operation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Miscellaneous | 6,000.00 | 40.00 | 458.17 | 542.99 | 184.56 | 97.23 | 429.05 | 5,106.64 | 813.00 | 7,671.64 | 127.86% | 1,671.64 |
| Dues & Subscriptions | 3,500.00 | 0.00 | 0.00 | 58.50 | 117.78 | 141.00 | 0.00 | 125.00 | 120.00 | 562.28 | 16.07% | (2,937.72) |
| Books | 3,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Conferences & Training | 1,000.00 | 0.00 | 0.00 | 66.21 | 489.72 | 220.00 | 4,609.66 | 425.74 | 1,640.00 | 7,541.33 | 215.47% | 4,041.33 |
| Staff Development | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 470.00 | 0.00 | 0.00 | 0.00 | 470.00 | 47.00% | (530.00) |
| Total Administration | 470,410.00 | 17,685.60 | 24,946.67 | 34,894.34 | 22,623.14 | 44,039.51 | 89,850.72 | 39,463.25 | 39,511.21 | 313,014.44 | 66.54% | (157,395.56) |

1410 - Elections

| | | | | | | | | | | | | |
|------------------------|------------------|-------------|-----------------|---------------|-------------|-------------|-------------|---------------|---------------|-----------------|---------------|-------------------|
| PT Salaries | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (10,000.00) |
| Office Supplies | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 132.66 | 270.33 | 402.99 | 161.20% | 152.99 |
| Printed Forms | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (350.00) |
| Miscellaneous | 1,350.00 | 0.00 | 1,014.93 | 281.82 | 0.00 | 0.00 | 0.00 | 0.00 | 602.55 | 1,899.30 | 140.69% | 549.30 |
| Total Elections | 11,950.00 | 0.00 | 1,014.93 | 281.82 | 0.00 | 0.00 | 0.00 | 132.66 | 872.88 | 2,302.29 | 19.27% | (9,647.71) |

1450 - Communications

| | | | | | | | | | | | | |
|-----------------------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|---------------|--------------------|
| PT Salaries | 11,117.00 | 229.37 | 654.71 | 614.62 | 832.86 | 697.02 | 643.57 | 855.12 | 362.98 | 4,890.25 | 43.99% | (6,226.75) |
| PERA Contributions | 806.00 | 16.64 | 47.48 | 44.56 | 60.39 | 50.54 | 46.65 | 62.00 | 26.31 | 354.57 | 43.99% | (451.43) |
| FICA Contributions | 689.00 | 14.21 | 40.60 | 38.10 | 51.64 | 43.21 | 39.90 | 53.02 | 22.50 | 303.18 | 44.00% | (385.82) |
| Medicare Contributions | 161.00 | 3.33 | 9.49 | 8.90 | 12.08 | 10.11 | 9.33 | 12.40 | 5.27 | 70.91 | 44.04% | (90.09) |
| Health/Dental Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Workers Compensation | 503.00 | 56.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 56.00 | 11.13% | (447.00) |
| Newsletter | 5,400.00 | 0.00 | 0.00 | 0.00 | 61.00 | 2,456.02 | 0.00 | 0.00 | 2,145.52 | 4,662.54 | 86.34% | (737.46) |
| Info Technology/Web | 31,500.00 | 1,652.08 | 6,298.69 | 2,157.71 | 1,652.08 | 4,652.08 | 1,986.68 | 1,652.08 | 1,652.08 | 21,703.48 | 68.90% | (9,796.52) |
| Public Notices | 3,500.00 | 0.00 | 20.50 | 0.00 | 534.85 | 234.94 | 0.00 | 200.00 | 0.00 | 990.29 | 28.29% | (2,509.71) |
| Cable Operations | 4,000.00 | 137.50 | 272.25 | 348.00 | 233.75 | 303.00 | 220.00 | 316.25 | 200.75 | 2,031.50 | 0.00% | (1,968.50) |
| Repair/Main Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Total Communications | 57,676.00 | 2,109.13 | 7,343.72 | 3,211.89 | 3,438.65 | 8,446.92 | 2,946.13 | 3,150.87 | 4,415.41 | 35,062.72 | 60.79% | (22,613.28) |

May includes 3 pp plus new Clerk wages

Refund check rec'd for 2011 Work Comp audit

Front desk support

Thone Education reimb not included in 2012 budget

Will hit in Sept

May includes Website redesign of \$3k

1520 - Finance

| | | | | | | | | |
|-------------------------|-------------------|---------------|------------------|------------------|------------------|------------------|----------------|------------------|
| FT Salaries | 34,674.00 | 0.00 | 0.00 | 5,384.00 | 5,384.00 | 26,920.00 | 77.64% | (7,754.00) |
| PERA Contributions | 2,514.00 | 0.00 | 0.00 | 195.17 | 390.33 | 390.34 | 69.87% | (757.49) |
| FICA Contributions | 2,150.00 | 0.00 | 0.00 | 312.52 | 312.52 | 333.81 | 74.66% | (544.82) |
| Medicare Contributions | 503.00 | 0.00 | 0.00 | 73.08 | 73.08 | 78.07 | 74.63% | (127.62) |
| Health/Dental Insurance | 3,826.00 | 0.00 | 0.00 | 6.50 | 1,512.50 | 753.00 | 0.00% | (268.38) |
| Unemployment Benefits | 0.00 | 0.00 | 0.00 | 3,582.00 | 0.00 | 642.81 | 0.00% | 11,343.00 |
| Workers Compensation | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (74.00) |
| Office Supplies | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 70.40% | (367.71) |
| Printed Forms | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 26.46% | (500.00) |
| Audit Services | 30,000.00 | 0.00 | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00% | (3,190.00) |
| Contract Services | 30,000.00 | 0.00 | 16,126.50 | 0.00 | 0.00 | 6,775.00 | 89.37% | 29,107.12 |
| Software Programs | 0.00 | 0.00 | 0.00 | 18,290.00 | 500.00 | 740.62 | 197.02% | 0.00 |
| Mileage | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (100.00) |
| Miscellaneous | 2,500.00 | 10.00 | 1,563.00 | 0.00 | 0.00 | 0.00 | 62.92% | (927.00) |
| Dues & Subscriptions | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (100.00) |
| Conferences & Training | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (300.00) |
| Total Finance | 107,917.00 | 186.00 | 21,689.50 | 12,645.50 | 15,224.93 | 14,344.65 | 123.57% | 25,439.10 |

Apr/May pd in May
Prior Finance Director

Audit and APPR support

1910 - Planning & Zoning

| | | | | | | | | |
|------------------------------------|-------------------|-----------------|------------------|------------------|------------------|------------------|---------------|--------------------|
| FT Salaries | 104,109.00 | 4,308.90 | 5,773.95 | 5,965.20 | 8,179.05 | 8,046.00 | 53.56% | (48,345.81) |
| PERA Contributions | 7,548.00 | 249.33 | 332.44 | 332.44 | 498.66 | 583.34 | 46.31% | (4,052.67) |
| FICA Contributions | 6,455.00 | 256.23 | 343.42 | 355.29 | 485.26 | 474.42 | 49.78% | (3,241.61) |
| Medicare Contributions | 1,510.00 | 59.92 | 80.32 | 83.08 | 113.49 | 110.95 | 49.77% | (758.52) |
| Health/Dental Insurance | 22,566.00 | 2,675.70 | 793.61 | (440.89) | 793.61 | 793.61 | 31.00% | (15,569.53) |
| Workers Compensation | 749.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 56.83% | (323.36) |
| Office Supplies | 750.00 | 0.00 | 0.00 | 0.00 | 43.37 | 0.00 | 5.78% | (706.63) |
| Printed Forms | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 46.00 | 0.46% | (9,954.00) |
| Engineering Services | 12,000.00 | 0.00 | 1,613.50 | 1,867.50 | 0.00 | 1,439.50 | 94.28% | (686.50) |
| Contract Services | 3,000.00 | 0.00 | 1,698.66 | 2,278.26 | 0.00 | 1,370.34 | 486.78% | 11,603.44 |
| Mileage | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (400.00) |
| Miscellaneous | 750.00 | 0.00 | 0.00 | 350.00 | 0.00 | 0.00 | 95.73% | (17.08) |
| Dues & Subscriptions | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (750.00) |
| Books | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 32.95 | 10.98% | (267.05) |
| Conferences & Training | 1,500.00 | 0.00 | 255.00 | 0.00 | 0.00 | 0.00 | 0.00% | (1,245.00) |
| Total Planning & Zoning | 172,037.00 | 8,080.08 | 10,890.90 | 10,790.88 | 13,782.68 | 13,825.47 | 56.57% | (74,714.32) |

Refund check rec'd for 2011 Work Comp audit

1930 - Engineering Services

| | | | | | | | | |
|------------------------------------|------------------|-------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------------|
| Engineering Services | 70,000.00 | 0.00 | 6,845.06 | 7,203.11 | 7,982.26 | 4,577.60 | 60.36% | (27,750.39) |
| Total Planning & Zoning | 70,000.00 | 0.00 | 6,845.06 | 7,203.11 | 7,982.26 | 4,577.60 | 60.36% | (120,780.42) |

May invoice not turned in until June

1940 - City Hall

| | | | | | | | | |
|------------------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|---------------|---------------------|
| Cleaning Supplies | 600.00 | 0.00 | 0.00 | 10.13 | 71.06 | 0.00 | 13.53% | (518.81) |
| Building Repair Supplies | 800.00 | 0.00 | 0.00 | 237.44 | 0.00 | 0.00 | 29.68% | (562.56) |
| Telephone | 8,600.00 | 564.75 | 627.14 | 824.06 | 657.90 | 642.00 | 61.52% | (3,309.04) |
| Electric Utility | 11,500.00 | 0.00 | 1,339.55 | 1,166.06 | 771.09 | 1,116.83 | 58.64% | (4,755.88) |
| Refuse | 1,300.00 | 108.32 | 108.32 | 108.32 | 108.32 | 191.04 | 73.05% | (350.39) |
| Repairs Maint Contractual Bldg | 11,000.00 | 321.38 | 740.94 | 574.87 | 938.08 | 1,225.28 | 58.54% | (4,560.83) |
| Repairs Maint Contractual Equip | 5,000.00 | 213.46 | 293.26 | 172.67 | 251.14 | 638.67 | 49.24% | (2,538.05) |
| Miscellaneous | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00% | (850.00) |
| Total Planning & Zoning | 39,800.00 | 1,207.91 | 3,109.21 | 3,093.55 | 2,797.59 | 3,731.43 | 56.17% | (17,445.56) |
| Total General Government | 965,182.00 | 32,695.72 | 75,839.99 | 72,121.09 | 84,621.78 | 81,278.65 | 68.38% | (398,265.24) |

DEPT 420 - PUBLIC SAFETY

2100 - Police

| | | | | | | | | |
|------------------------------------|-------------------|-------------|-------------|-------------|-------------|-------------------|---------------|---------------------|
| Law Enforcement Contract | 493,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 244,733.20 | 0.00% | (248,266.80) |
| Total Planning & Zoning | 493,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 244,733.20 | 49.64% | (248,266.80) |

2150 - Prosecution

| | | | | | | | | |
|------------------------------------|------------------|-------------|-------------|-----------------|-----------------|-----------------|---------------|--------------------|
| Attorney Criminal | 51,000.00 | 0.00 | 0.00 | 8,565.00 | 4,310.00 | 4,250.00 | 0.00% | (20,948.00) |
| Total Planning & Zoning | 51,000.00 | 0.00 | 0.00 | 8,565.00 | 4,310.00 | 4,250.00 | 58.93% | (20,948.00) |

Refund check rec'd for 2011 Work Comp audit

DEPT 430 - PUBLIC WORKS

3100 - Public Works

| | | | | | | | | | | | | |
|-----------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|---------------|--------------------|
| FT Salaries | 127,257.00 | 7,352.98 | 10,005.83 | 9,669.19 | 9,617.31 | 14,796.05 | 10,096.98 | 9,617.32 | 9,630.30 | 80,785.96 | 63.48% | (46,471.04) |
| PT Salaries | 12,573.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 697.23 | 0.00 | 0.00 | 0.00% | (12,573.00) |
| PERA Contributions | 10,138.00 | 533.13 | 725.42 | 701.05 | 697.27 | 1,072.75 | 732.05 | 697.23 | 698.20 | 5,857.10 | 57.77% | (4,280.90) |
| FICA Contributions | 8,670.00 | 425.88 | 581.97 | 561.07 | 557.86 | 858.57 | 587.66 | 557.88 | 558.70 | 4,689.59 | 54.09% | (3,980.41) |
| Medicare Contributions | 2,027.00 | 99.59 | 136.12 | 131.23 | 130.48 | 200.80 | 137.41 | 130.44 | 130.65 | 1,096.72 | 54.11% | (930.28) |
| Health/Dental Insurance | 32,694.00 | 4,742.44 | 2,590.10 | 2,590.10 | 2,590.10 | 2,590.10 | 2,590.10 | 2,590.10 | 2,590.10 | 22,873.14 | 0.00% | (9,820.86) |
| Unemployment Benefits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Workers Compensation | 12,565.00 | 8,726.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (1,718.17) | 0.00 | 7,007.83 | 55.77% | (5,557.17) |
| Office Supplies | 500.00 | 0.00 | 213.93 | 53.12 | 0.00 | 0.00 | 0.00 | 0.00 | 776.50 | 1,043.55 | 208.71% | 543.55 |
| Shop Materials | 1,800.00 | 0.00 | 54.59 | 101.33 | 148.70 | 0.00 | 145.90 | 0.00 | 29.73 | 480.25 | 0.00% | (1,319.75) |
| Equipment Parts | 1,800.00 | 0.00 | 32.60 | 43.65 | 0.00 | 0.00 | 0.00 | 0.00 | 22.26 | 98.51 | 5.47% | (1,701.49) |
| Building Repair Supplies | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (1,000.00) |
| Small Tools and Minor Equip | 3,000.00 | 0.00 | 148.55 | 32.04 | 65.10 | 62.46 | 0.00 | 0.00 | 100.63 | 408.78 | 0.00% | (2,591.22) |
| Engineering Services | 2,000.00 | 0.00 | 45.00 | 202.50 | 517.50 | 0.00 | 1,392.00 | 945.00 | 270.00 | 3,372.00 | 168.60% | 1,372.00 |
| Contract Services | 6,000.00 | 0.00 | 115.95 | 30.55 | 105.85 | 242.15 | 269.70 | 252.50 | 172.65 | 3,189.35 | 19.82% | (4,810.65) |
| Telephone | 8,000.00 | 496.22 | 862.30 | 684.42 | 531.50 | 677.05 | 233.71 | 1,501.00 | 945.17 | 5,931.37 | 74.14% | (2,068.63) |
| Radio | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,384.93 | 6,384.93 | 2128.31% | 6,084.93 |
| Mifflage | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (100.00) |
| Insurance | 14,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20,276.35 | 0.00 | 0.00 | 20,276.35 | 139.84% | 5,776.35 |
| Electric Utility | 21,000.00 | 0.00 | 2,724.69 | 2,032.63 | 2,481.96 | 761.72 | 518.27 | 438.70 | 480.27 | 9,438.24 | 44.94% | (11,561.76) |
| Refuse | 2,000.00 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 1,662.56 | 83.13% | (337.44) |
| Repair Maint Bldg | 3,000.00 | 0.00 | 469.01 | 160.69 | 160.69 | 350.00 | 321.38 | 0.00 | 337.77 | 1,799.54 | 59.98% | (1,200.46) |
| Repair Maint NOT Bldg | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 18,014.14 | 89.78 | 53.88 | 18,157.80 | 3631.56% | 17,657.80 |
| Repair Maint Equip | 4,500.00 | 0.00 | 0.00 | 0.00 | 58.65 | 0.00 | 0.00 | 324.23 | 382.88 | 382.88 | 8.51% | (4,117.12) |
| Uniforms | 1,675.00 | 22.86 | 156.72 | 87.92 | 65.01 | 171.37 | 314.09 | 95.12 | 193.93 | 1,107.02 | 66.09% | (567.98) |
| Miscellaneous | 1,000.00 | 303.25 | 51.16 | (139.79) | 0.00 | 0.00 | 0.00 | 176.19 | 32.24 | 423.05 | 42.31% | (576.95) |
| Dues & Subscriptions | 150.00 | 0.00 | 60.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 | 85.00 | 56.67% | (65.00) |
| Conferences & Training | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (1,000.00) |
| Clean up Days | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,436.40 | 0.00 | 5,436.40 | 72.49% | (2,063.60) |
| Total Public Works | 287,249.00 | 22,910.17 | 19,181.76 | 17,149.52 | 17,935.80 | 21,990.84 | 55,837.56 | 21,017.31 | 23,964.96 | 199,987.92 | 69.62% | (87,261.08) |

To be reimb by WA City

July included City Landscaping Project to be reimb by City

3120 - Streets

| | | | | | | | | | | | | |
|------------------------------|------------------|---------------|-----------------|--------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|---------------|--------------------|
| Fuel, Oil & Fluids | 28,000.00 | 0.00 | 1,822.43 | 91.22 | 5,206.41 | 1,732.50 | 0.00 | 1,788.11 | 4,399.10 | 15,039.77 | 53.71% | (12,960.23) |
| Equipment Parts | 7,500.00 | 17.53 | 196.02 | 0.00 | 220.50 | 411.21 | 0.00 | 34.01 | 225.88 | 1,105.15 | 14.74% | (6,394.85) |
| Street Maintenance Materials | 12,000.00 | 152.40 | 13.86 | 0.00 | 577.02 | 1,232.39 | 1,096.61 | 433.01 | 212.89 | 3,718.18 | 30.98% | (8,281.82) |
| Sign Repair Materials | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (3,000.00) |
| Contract Services | 13,500.00 | 0.00 | 0.00 | 0.00 | 315.00 | 0.00 | 822.36 | 135.00 | 180.00 | 1,452.36 | 10.76% | (12,047.64) |
| Repairs Maint Equipment | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 572.30 | 572.30 | 7.15% | (7,427.70) |
| Total Streets | 72,000.00 | 169.93 | 2,032.31 | 91.22 | 6,318.93 | 3,376.10 | 1,918.97 | 2,390.13 | 5,590.17 | 21,887.76 | 30.40% | (50,112.24) |

3125 - Ice & Snow Removal

| | | | | | | | | | | | | |
|-------------------------|------------------|-------------|------------------|---------------|---------------|------------------|---------------|-----------------|-------------|------------------|---------------|--------------------|
| Landscaping Material | 1,000.00 | 0.00 | 0.00 | 0.00 | 7.45 | 38.48 | 0.00 | 0.00 | 0.00 | 45.93 | 4.59% | (954.07) |
| Sand Salt | 70,000.00 | 0.00 | 20,257.28 | 0.00 | 0.00 | 16,483.29 | 0.00 | 0.00 | 0.00 | 36,740.57 | 52.49% | (33,259.43) |
| Contract Services | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,432.50 | 0.00 | 4,432.50 | 59.10% | (3,067.50) |
| Repairs Maint Equipment | 2,500.00 | 0.00 | 870.43 | 991.04 | 431.00 | 0.00 | 121.09 | 401.56 | 0.00 | 2,815.12 | 112.60% | 315.12 |
| Total Streets | 81,000.00 | 0.00 | 21,127.71 | 991.04 | 438.45 | 16,521.77 | 121.09 | 4,834.06 | 0.00 | 44,034.12 | 54.36% | (36,965.88) |

3160 - Street Lighting

| | | | | | | | | | | | | |
|------------------------------|------------------|-------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|---------------|-------------------|
| Street Lighting | 24,500.00 | 0.00 | 2,085.44 | 2,200.38 | 2,175.77 | 2,044.43 | 2,017.26 | 2,067.02 | 2,082.48 | 14,672.78 | 59.89% | (9,827.22) |
| Total Street Lighting | 24,500.00 | 0.00 | 2,085.44 | 2,200.38 | 2,175.77 | 2,044.43 | 2,017.26 | 2,067.02 | 2,082.48 | 14,672.78 | 59.89% | (9,827.22) |

3200 - Recycling

| | | | | | | | | | | | | |
|------------------------|------------------|-------------|-------------|---------------|-----------------|-----------------|---------------|-----------------|-------------|------------------|---------------|-----------------|
| Recycling Supplies | 3,500.00 | 0.00 | 0.00 | 261.10 | 0.00 | 2,146.42 | 0.00 | 0.00 | 0.00 | 2,407.52 | 68.79% | (1,092.48) |
| Newsletter | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (3,000.00) |
| Miscellaneous | 6,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 368.72 | 7,500.00 | 0.00 | 10,368.72 | 159.52% | 3,868.72 |
| Total Recycling | 13,000.00 | 0.00 | 0.00 | 261.10 | 2,500.00 | 2,146.42 | 368.72 | 7,500.00 | 0.00 | 12,776.24 | 98.28% | (223.76) |

Include pmt for 2011 svcs of \$2,500

3250 - Tree Program

| | | | | | | | | | | | | |
|---------------------------|-----------------|-------------|-------------|---------------|---------------|---------------|-----------------|-------------|--------------|-----------------|---------------|-------------------|
| Contract Services | 5,000.00 | 0.00 | 0.00 | 512.50 | 487.50 | 525.00 | 1,550.00 | 0.00 | 89.78 | 3,164.78 | 63.30% | (1,835.22) |
| Total Tree Program | 5,000.00 | 0.00 | 0.00 | 512.50 | 487.50 | 525.00 | 1,550.00 | 0.00 | 89.78 | 3,164.78 | 63.30% | (1,835.22) |

Total Public Works

| | | | | | | | | | | | | |
|--|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|---------------|---------------------|
| | 482,749.00 | 23,080.10 | 44,427.22 | 21,205.76 | 29,856.45 | 46,604.56 | 61,813.60 | 37,808.52 | 31,727.39 | 296,523.60 | 61.42% | (186,225.40) |
|--|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|---------------|---------------------|

DEPT 460 - CULTURE, RECREATION

5200 - Parks & Recreation

| | | | | | | | | | | | | |
|-------------------------------------|---------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------|-----------------------|
| FT Salaries | 78,164.00 | 3,677.67 | 5,651.68 | 5,517.78 | 5,915.41 | 7,868.29 | 5,691.31 | 5,959.93 | 4,985.36 | 45,367.43 | 57.91% | (32,896.57) |
| PT Salaries | 30,551.00 | 961.04 | 750.08 | 0.00 | 679.76 | 3,305.08 | 4,398.67 | 3,475.02 | 3,947.21 | 17,516.86 | 57.34% | (13,034.14) |
| PERA Contributions | 7,882.00 | 336.28 | 464.12 | 400.20 | 478.13 | 767.53 | 545.61 | 531.54 | 483.30 | 4,006.71 | 50.83% | (3,875.29) |
| FICA Contributions | 6,740.00 | 275.77 | 381.77 | 327.00 | 393.78 | 670.00 | 610.45 | 569.89 | 538.71 | 3,767.37 | 55.90% | (2,972.63) |
| Medicare Contributions | 1,576.00 | 64.50 | 89.26 | 76.45 | 92.06 | 156.70 | 142.78 | 133.29 | 126.00 | 881.04 | 55.90% | (694.96) |
| Health Dental Insurance | 12,668.00 | 1,803.38 | 970.97 | 970.97 | 970.97 | 970.97 | 970.97 | 970.97 | 970.97 | 8,600.17 | 0.00% | (4,067.83) |
| Unemployment Benefits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| Workers Compensation | 7,522.00 | 3,138.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (617.88) | 0.00 | 2,520.12 | 33.50% | (5,001.88) |
| Shop Materials | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24.97 | 24.97 | 4.16% | (575.03) |
| Chemicals | 800.00 | 0.00 | 0.00 | 0.00 | 43.61 | 222.42 | 0.00 | 4.02 | 0.00 | 270.05 | 0.00% | (329.95) |
| Equipment Parts | 2,500.00 | 60.12 | 0.00 | 0.00 | 155.16 | 539.14 | 346.54 | 721.37 | 171.32 | 1,993.65 | 79.75% | (506.35) |
| Building Repair Supplies | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (500.00) |
| Landscaping Materials | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 144.35 | 0.00 | 0.00 | 2,308.47 | 2,452.82 | 81.76% | (547.18) |
| Small Tools and Minor Equip | 1,000.00 | 0.00 | 0.00 | 0.00 | 43.98 | 24.76 | 63.93 | 0.00 | 491.70 | 624.37 | 0.00% | (375.63) |
| Telephone | 550.00 | 0.00 | 115.90 | 103.38 | 88.69 | 89.08 | 88.60 | 102.38 | 88.63 | 676.66 | 123.03% | 126.66 |
| Mileage | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (100.00) |
| Insurance | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,364.00 | 0.00 | 0.00 | 3,364.00 | 67.28% | (1,636.00) |
| Electric Utility | 9,500.00 | 0.00 | 960.11 | 869.66 | 440.74 | 654.90 | 578.12 | 793.88 | 741.18 | 5,038.59 | 53.04% | (4,461.41) |
| Refuse | 2,500.00 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 207.82 | 246.45 | 1,701.19 | 68.05% | (798.81) |
| Repair-Maint Bldg | 700.00 | 0.00 | 9.60 | 16.01 | 0.00 | 0.00 | 102.09 | 0.00 | 188.18 | 315.88 | 45.13% | (384.12) |
| Repair-Maint NOT Bldg | 4,000.00 | 0.00 | 0.00 | 0.00 | 26.11 | 524.43 | 1,216.15 | 471.34 | 632.31 | 2,890.34 | 72.26% | (1,109.66) |
| Repair-Maint Equip | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 22.98 | 0.00 | 0.00 | 22.98 | 1.15% | (1,977.02) |
| Rental Buildings | 4,500.00 | 0.00 | 122.58 | 61.29 | 61.29 | 883.33 | 0.00 | 1,341.40 | 694.18 | 3,166.07 | 70.36% | (1,333.93) |
| Miscellaneous | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | (750.00) |
| Total Parks & Recreation | 183,103.00 | 10,524.58 | 9,723.89 | 8,550.56 | 9,597.51 | 17,030.80 | 18,350.02 | 14,664.97 | 16,658.94 | 105,101.27 | 57.40% | (78,001.73) |
| DEPT 460 - COMP ADJ | 13,411.00 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00% | (13,411.00) |
| DEPT 493 - OTH FINANCING | 175,000.00 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00% | (175,000.00) |
| GRAND TOTAL ALL DEPTS | 2,900,986.00 | 92,640.75 | 162,238.24 | 144,849.77 | 146,160.26 | 190,544.68 | 272,618.85 | 185,180.52 | 444,048.61 | 1,638,281.68 | 56.47% | (1,355,734.34) |

Refund check rec'd for 2011 Work Comp audit



MAYOR AND COUNCIL COMMUNICATION

DATE: 09/18/2012
CONSENT
ITEM #: 3
MOTION Consent Agenda

AGENDA ITEM: Year to Date Permit Report
SUBMITTED BY: Rick Chase, Building Inspector
THROUGH: Rick Chase, Building Inspector
REVIEWED BY: Cathy Bendel, Finance Director

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the monthly permit report. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

STAFF REPORT: Below are some key statistics for Jan 1-August 31:

| | <u>2012</u> | <u>2011</u> |
|-------------------------------|-------------|-------------|
| Total building permits: | 198 | 250 |
| (Ice and water damage repair) | | (44) |
| New homes | 22* | 14 |
| Total valuation | \$8,488,112 | \$5,423,800 |
| Avg home value | \$385,823 | \$451,983 |

*Please note that there were no new housing permits in August but we have seen some activity in the month of September

**City of Lake Elmo
Building Department**

Building Permit Detail Summary

December 31, 2011 Through August 31, 2012

Occupancy 0

Class of Work: 0

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|---|-------------|------------------------|-----------|
| 8521 | | 8/30/2012 | | 500 |
| 8522 | | 8/31/2012 | Residential | |
| 8468 | addition above garage, siding & windows | 8/2/2012 | Residential | 20,000 |
| 8493 | Basement finish (includes plmg&htg) | 8/15/2012 | Residential | 30,000 |
| 8502 | commercial plumbing alter | 8/30/2012 | Residential | 65,000 |
| 8471 | demolition | 8/6/2012 | Single Family Attached | 10,000 |
| 8513 | driveway/apron | 8/27/2012 | Residential | 8,300 |
| 8437 | fence | 7/2/2012 | Single Family Dwelling | 5,500 |
| 8515 | fence | 8/28/2012 | Residential | 10,002 |
| 8477 | furnace | 8/10/2012 | Residential | 2,731 |
| 8492 | Garage | 8/14/2012 | Accessory Building | 46,900 |
| 8501 | Garage | 8/16/2012 | Residential | 72,850 |
| 8510 | Gas Line Connection Pressure Test | 8/24/2012 | Residential | 0 |
| 8518 | Install three gas fireplaces | 8/29/2012 | Residential | 5,600 |
| 8527 | Install two gas fireplaces | 8/31/2012 | Residential | 3,000 |
| 8484 | mobile home setup | 8/14/2012 | Mobile Home | 4,500 |
| 8485 | mobile home setup | 8/14/2012 | Mobile Home | 3,000 |
| 8486 | mobile home setup | 8/14/2012 | Mobile Home | 3,000 |

Class of Work: 0

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------------------|--|------------------------|------------------------|-----------|
| 8487 | mobile home setup | 8/14/2012 | Mobile Home | 3,000 |
| 8488 | mobile home setup | 8/14/2012 | Mobile Home | 3,000 |
| 8489 | mobile home setup | 8/14/2012 | Mobile Home | 3,000 |
| 8467 | Pool and Fence | 8/2/2012 | Pool and Fence | 30,000 |
| 8507 | Remodel (including plmg&Htg) | 8/24/2012 | Residential | 8,400 |
| 8469 | reroof | 8/6/2012 | Residential | 10,800 |
| 8470 | reroof | 8/6/2012 | Residential | 8,400 |
| 8482 | reroof | 8/13/2012 | Mobile Home | 4,800 |
| 8483 | reroof | 8/14/2012 | Residential | 14,260 |
| 8504 | reroof | 8/22/2012 | Residential | 10,000 |
| 8508 | reroof | 8/24/2012 | Residential | 8,250 |
| 8512 | reroof | 8/27/2012 | Residential | 8,000 |
| 8509 | reside structure | 8/24/2012 | Residential | 6,800 |
| 8429 | Sign | 6/22/2012 | Church | 0 |
| 8506 | Storm Damage Repair on House roof,siding | 8/23/2012 | Residential | 27,000 |
| 8438 | swimming pool | 7/3/2012 | Single Family Dwelling | 26,400 |
| 8500 | swimming pool | 8/16/2012 | Residential | 20,000 |
| 8511 | window replacement | 8/24/2012 | Residential | 500 |
| 8516 | window replacement | 8/28/2012 | Residential | 6,836 |
| 8517 | window replacement | 8/28/2012 | Residential | 7,034 |
| Totals for Class of Work: 0 | | Number of Permits = 38 | Total Valuation = | 497,363 |

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|---------------------|-------------|-----------------|-----------|
|----------|---------------------|-------------|-----------------|-----------|

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|---------------------|-----------------------|-------------------|-----------|
| 8327 | sportcourt | 4/23/2012 | None | 30,000 |
| Totals for Class of Work: Add | | Number of Permits = 1 | Total Valuation = | 30,000 |

Class of Work: Remodel

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------------------------|-------------------------------------|-----------------------|------------------------|-----------|
| 8300 | Basement finish (includes plmg&htg) | 3/29/2012 | Single Family Dwelling | 25,000 |
| 8395 | Remodel (including plmg&Htg) | 6/6/2012 | Single Family Dwelling | 29,500 |
| 8496 | stucco | 8/16/2012 | Residential | 5,000 |
| Totals for Class of Work: Remodel | | Number of Permits = 3 | Total Valuation = | 59,500 |

Class of Work: New

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|---------------------|-----------------------|--------------------|-----------|
| 8444 | accessory structure | 7/11/2012 | Residential | 3,500 |
| 8449 | air cond | 7/16/2012 | Residential | 5,000 |
| 8443 | Deck | 7/11/2012 | Residential | 4,500 |
| 8466 | Pool House | 8/2/2012 | Accessory Building | 40,000 |
| 8499 | Porch | 8/16/2012 | Residential | 22,000 |
| Totals for Class of Work: New | | Number of Permits = 5 | Total Valuation = | 75,000 |

Class of Work: Repair

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|---------------------|-------------|------------------------|-----------|
| 8480 | Patio Door | 8/10/2012 | Residential | 6,000 |
| 8432 | reroof | 6/28/2012 | Single Family Dwelling | 15,300 |
| 8436 | reroof | 6/28/2012 | Residential | 11,000 |

Class of Work: Repair

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|---|--------------------------------|-------------|------------------------|----------------------------------|
| 8439 | reroof | 7/5/2012 | Residential | 7,500 |
| 8450 | reroof | 7/17/2012 | Single Family Dwelling | 8,000 |
| 8455 | reroof | 7/23/2012 | Residential | 8,400 |
| 8460 | reroof | 7/27/2012 | Residential | 6,065 |
| 8453 | reside structure | 7/20/2012 | Residential | 18,000 |
| 8298 | Roof Replacement (ice & water) | 3/27/2012 | Single Family Dwelling | 14,300 |
| 8304 | Roof Replacement (ice & water) | 4/10/2012 | Single Family Dwelling | 16,522 |
| 8440 | Shed | 7/6/2012 | Accessory Building | 2,000 |
| 8446 | Siding | 7/11/2012 | Commercial | 3,000 |
| 8448 | Siding | 7/16/2012 | Residential | 9,800 |
| 8442 | Siding & Window Replacement | 7/9/2012 | Residential | 24,500 |
| 8472 | window replacement | 8/6/2012 | Residential | 19,725 |
| Totals for Class of Work: Repair | | | | Total Valuation = 170,112 |

Totals for Occupancy: 0

Occupancy B

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|--------------------------------------|---------------------|-------------|------------------------|--------------------------------|
| 8337 | deck/ porch | 5/2/2012 | Single Family Dwelling | 3,500 |
| 8261 | Gasline | 1/17/2012 | Commercial | 1,400 |
| 8400 | Sign | 6/8/2012 | Office Building | 5,000 |
| Totals for Class of Work: Add | | | | Total Valuation = 9,900 |

Class of Work: Remodel

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------------------------|------------------------------|-------------|-----------------|--------------------------|
| 8357 | interior buildout incl P & H | 5/19/2012 | Commercial | 20,000 |
| 8411 | Siding & Window Replacement | 6/18/2012 | Commercial | 20,000 |
| Totals for Class of Work: Remodel | | | | Total Valuation = 40,000 |

Class of Work: New

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|---------------------|-------------|------------------------|-------------------------|
| 8321 | Deck | 4/19/2012 | Single Family Dwelling | 5,000 |
| Totals for Class of Work: New | | | | Total Valuation = 5,000 |

Class of Work: Repair

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------------------------------|---------------------|-------------|-----------------|--------------------------|
| 8301 | repair | 4/3/2012 | Commercial | 2,650 |
| 8263 | reroof | 1/23/2012 | Commercial | 38,420 |
| 8255 | Roof Replacement | 1/6/2012 | Office Building | 33,800 |
| Totals for Class of Work: Repair | | | | Total Valuation = 74,870 |

Totals for Occupancy: B

Number of Permits = 9

Total Valuation

129,770

Occupancy U-1

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|--|-------------|--------------------|-----------|
| 8295 | accessory structure | 3/23/2012 | Accessory Building | 2,600 |
| 8303 | accessory structure/porch overhang/kit remodel | 4/9/2012 | Accessory Building | 33,163 |

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|---------------------|-----------------------|--------------------|-----------|
| Totals for Class of Work: Add | | Number of Permits = 2 | Total Valuation = | 35,763 |
| <u>Class of Work: New</u> | | | | |
| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
| 8249 | accessory structure | 1/3/2012 | Accessory Building | 59,000 |
| Totals for Class of Work: New | | Number of Permits = 1 | Total Valuation = | 59,000 |
| Totals for Occupancy: U-1 | | Number of Permits = 3 | Total Valuation | 94,763 |

Occupancy R-3Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|--|-------------|------------------------|-----------|
| 8366 | addition | 5/22/2012 | Single Family Dwelling | 18,000 |
| 8289 | addition & remodel (Incid plmg & hvac) | 3/13/2012 | Single Family Dwelling | 45,000 |
| 8297 | addition & remodel (Incid plmg & hvac) | 3/27/2012 | Single Family Dwelling | 68,000 |
| 8318 | addition & remodel (Incid plmg & hvac) | 4/17/2012 | Single Family Dwelling | 30,000 |
| 8392 | addition & remodel (Incid plmg & hvac) | 6/6/2012 | Single Family Dwelling | 110,000 |
| 8418 | addition & remodel (Incid plmg & hvac) | 6/20/2012 | Single Family Dwelling | 92,437 |
| 8425 | air cond | 6/21/2012 | Residential | 4,000 |
| 8287 | Deck | 3/12/2012 | deck | 10,000 |
| 8322 | Deck | 4/20/2012 | Single Family Dwelling | 4,000 |
| 8447 | Deck | 7/12/2012 | deck | 4,500 |
| 8315 | Door Replacement | 4/16/2012 | Single Family Dwelling | 2,869 |
| 8386 | driveway | 6/5/2012 | Single Family Dwelling | 2,000 |

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|--------------------------------------|----------------------------|--------------------|------------------------|----------------------------------|
| 8274 | fence | 2/16/2012 | Single Family Dwelling | 3,000 |
| 8290 | fence | 3/16/2012 | Single Family Dwelling | 3,000 |
| 8325 | fence | 4/20/2012 | Single Family Dwelling | 960 |
| 8326 | fence | 4/23/2012 | Single Family Dwelling | 2,400 |
| 8336 | fence | 5/1/2012 | Single Family Dwelling | 6,000 |
| 8365 | fence | 5/19/2012 | Single Family Dwelling | 6,000 |
| 8250 | Fireplace | 1/3/2012 | Single Family Dwelling | 3,200 |
| 8258 | Fireplace | 1/11/2012 | Single Family Dwelling | 2,000 |
| 8311 | Fireplace | 4/13/2012 | Single Family Dwelling | 3,200 |
| 8346 | Fireplace | 5/9/2012 | Single Family Dwelling | 2,000 |
| 8389 | Fireplace | 6/6/2012 | Single Family Dwelling | 3,200 |
| 8313 | lawn Sprinkler | 4/16/2012 | Single Family Dwelling | 2,800 |
| 8348 | mobile home setup | 5/10/2012 | Mobile Home | 3,000 |
| 8309 | Porch | 4/12/2012 | Single Family Dwelling | 15,000 |
| 8394 | Porch | 6/6/2012 | Single Family Dwelling | 65,000 |
| 8323 | Shed | 4/20/2012 | Single Family Dwelling | 1,500 |
| 8374 | Shed | 5/25/2012 | Single Family Dwelling | 3,762 |
| 8414 | Shed | 6/19/2012 | Single Family Dwelling | 1,600 |
| 8335 | swimming pool | 5/1/2012 | Single Family Dwelling | 30,000 |
| 8373 | swimming pool | 5/24/2012 | Single Family Dwelling | 65,000 |
| Totals for Class of Work: Add | | | | Total Valuation = 613,428 |

Class of Work: Remodel

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------|----------------------------|--------------------|------------------------|------------------|
|-----------------|----------------------------|--------------------|------------------------|------------------|

Class of Work: Remodel

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|----------|-------------------------------------|-------------|------------------------|-----------|
| 8399 | Basement finish (includes plmg&htg) | 6/8/2012 | Single Family Dwelling | 8,000 |
| 8406 | Deck | 6/12/2012 | Single Family Dwelling | 5,600 |
| 8266 | Door Replacement | 1/27/2012 | Single Family Dwelling | 1,741 |
| 8312 | driveway | 4/13/2012 | Single Family Dwelling | 4,000 |
| 8376 | driveway | 5/30/2012 | Single Family Dwelling | 12,000 |
| 8270 | interior buildout incld P & H | 2/6/2012 | Single Family Dwelling | 20,000 |
| 8275 | Remodel | 2/17/2012 | Single Family Dwelling | 5,000 |
| 8334 | Remodel | 4/27/2012 | Single Family Dwelling | 8,000 |
| 8355 | Remodel | 5/15/2012 | Single Family Dwelling | 46,000 |
| 8267 | Remodel (including plmg&Htg) | 2/3/2012 | Single Family Dwelling | 25,000 |
| 8292 | Remodel (including plmg&Htg) | 3/19/2012 | Single Family Dwelling | 25,000 |
| 8350 | Remodel (including plmg&Htg) | 5/14/2012 | Single Family Dwelling | 40,500 |
| 8358 | Remodel (including plmg&Htg) | 5/19/2012 | Single Family Dwelling | 62,000 |
| 8405 | Remodel (including plmg&Htg) | 6/11/2012 | Single Family Attached | 1,800 |
| 8272 | repair | 2/7/2012 | Single Family Dwelling | 1,525 |
| 8362 | reside structure | 5/19/2012 | Single Family Dwelling | 6,000 |
| 8388 | reside structure | 6/5/2012 | Single Family Dwelling | 30,500 |
| 8413 | Roof Replacement (ice & water) | 6/19/2012 | Single Family Dwelling | 13,200 |
| 8342 | Siding | 5/4/2012 | Single Family Dwelling | 10,000 |
| 8277 | window replacement | 2/22/2012 | Single Family Dwelling | 4,993 |
| 8279 | window replacement | 3/2/2012 | Single Family Dwelling | 2,600 |
| 8368 | window replacement | 5/22/2012 | Single Family Dwelling | 3,700 |
| 8381 | window replacement | 5/31/2012 | Single Family Dwelling | 1,914 |
| 8397 | window replacement | 6/7/2012 | Single Family Dwelling | 20,925 |

Class of Work: Remodel

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|--|----------------------------|--------------------|------------------------|----------------------------------|
| 8276 | window replacement/door | 2/22/2012 | Single Family Dwelling | 5,152 |
| 8352 | window replacement/door | 5/14/2012 | Single Family Dwelling | 21,659 |
| 8401 | window replacement/door | 6/8/2012 | Single Family Dwelling | 30,810 |
| Totals for Class of Work: Remodel | | | | Number of Permits = 27 |
| | | | | Total Valuation = 417,619 |

Class of Work: New

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------|----------------------------|--------------------|------------------------|------------------|
| 8462 | Deck | 7/27/2012 | deck | 2,000 |
| 8461 | Garage | 7/27/2012 | Accessory Building | 15,000 |
| 8269 | New House | 2/3/2012 | Single Family Dwelling | 650,000 |
| 8268 | New House | 2/3/2012 | Single Family Dwelling | 460,412 |
| 8296 | New House | 3/27/2012 | Single Family Dwelling | 575,000 |
| 8310 | New House | 4/13/2012 | Single Family Dwelling | 437,000 |
| 8320 | New House | 4/18/2012 | Single Family Dwelling | 450,000 |
| 8331 | New House | 4/26/2012 | Single Family Dwelling | 424,000 |
| 8340 | New House | 5/3/2012 | Single Family Dwelling | 285,000 |
| 8347 | New House | 5/9/2012 | Single Family Dwelling | 268,700 |
| 8349 | New House | 5/14/2012 | Single Family Dwelling | 448,000 |
| 8356 | New House | 5/19/2012 | Single Family Dwelling | 290,000 |
| 8378 | New House | 5/31/2012 | Single Family Dwelling | 280,000 |
| 8393 | New House | 6/6/2012 | Single Family Attached | 320,000 |
| 8423 | New House | 6/20/2012 | Single Family Dwelling | 370,000 |
| 8421 | New House | 6/20/2012 | Single Family Dwelling | 400,000 |
| 8420 | New House | 6/20/2012 | Single Family Dwelling | 395,000 |

Class of Work: New

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|--------------------------------------|----------------------------|--------------------|------------------------|------------------------------------|
| 8419 | New House | 6/20/2012 | Single Family Dwelling | 320,000 |
| 8422 | New House | 6/20/2012 | Single Family Dwelling | 570,000 |
| 8445 | New House | 7/11/2012 | Residential | 498,000 |
| 8458 | New House | 7/26/2012 | Residential | 680,000 |
| 8457 | New House | 7/26/2012 | Residential | 350,000 |
| Totals for Class of Work: New | | | | Number of Permits = 22 |
| | | | | Total Valuation = 8,488,112 |

Class of Work: Repair

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------|--------------------------------|--------------------|------------------------|------------------|
| 8372 | Deck | 5/23/2012 | Single Family Dwelling | 10,000 |
| 8271 | Door Replacement | 2/6/2012 | Single Family Dwelling | 3,000 |
| 8319 | driveway | 4/18/2012 | Single Family Dwelling | 6,950 |
| 8339 | driveway | 5/2/2012 | Single Family Dwelling | 9,438 |
| 8256 | repair | 1/11/2012 | Single Family Dwelling | 18,500 |
| 8427 | reroof | 6/22/2012 | Residential | 10,112 |
| 8426 | reroof | 6/22/2012 | Residential | 6,230 |
| 8251 | Roof Replacement | 1/4/2012 | Single Family Dwelling | 2,000 |
| 8364 | Roof Replacement | 5/19/2012 | Single Family Dwelling | 21,511 |
| 8282 | Roof Replacement (ice & water) | 3/7/2012 | Single Family Dwelling | 13,000 |
| 8281 | Roof Replacement (ice & water) | 3/7/2012 | Single Family Dwelling | 4,900 |
| 8291 | Roof Replacement (ice & water) | 3/19/2012 | Single Family Dwelling | 9,000 |
| 8293 | Roof Replacement (ice & water) | 3/19/2012 | Mobile Home | 1,201 |
| 8294 | Roof Replacement (ice & water) | 3/22/2012 | Single Family Dwelling | 14,524 |
| 8299 | Roof Replacement (ice & water) | 3/28/2012 | Single Family Dwelling | 8,000 |

Class of Work: Repair

| <i>Permit #</i> | <i>Description of Work</i> | <i>Date Issued</i> | <i>Use of Building</i> | <i>Valuation</i> |
|---|--------------------------------|-------------------------------|--------------------------|------------------|
| 8305 | Roof Replacement (ice & water) | 4/10/2012 | Single Family Dwelling | 6,900 |
| 8316 | Roof Replacement (ice & water) | 4/16/2012 | Single Family Dwelling | 8,500 |
| 8317 | Roof Replacement (ice & water) | 4/16/2012 | Single Family Dwelling | 16,500 |
| 8329 | Roof Replacement (ice & water) | 4/23/2012 | Single Family Dwelling | 10,000 |
| 8330 | Roof Replacement (ice & water) | 4/25/2012 | Single Family Dwelling | 12,900 |
| 8341 | Roof Replacement (ice & water) | 5/4/2012 | Single Family Dwelling | 5,800 |
| 8343 | Roof Replacement (ice & water) | 5/7/2012 | Single Family Dwelling | 7,500 |
| 8351 | Roof Replacement (ice & water) | 5/14/2012 | Single Family Dwelling | 10,000 |
| 8354 | Roof Replacement (ice & water) | 5/15/2012 | Single Family Dwelling | 11,700 |
| 8353 | Roof Replacement (ice & water) | 5/15/2012 | Single Family Dwelling | 7,500 |
| 8363 | Roof Replacement (ice & water) | 5/19/2012 | Single Family Dwelling | 17,000 |
| 8369 | Roof Replacement (ice & water) | 5/22/2012 | Single Family Dwelling | 8,700 |
| 8380 | Roof Replacement (ice & water) | 5/31/2012 | Single Family Dwelling | 9,900 |
| 8377 | Roof Replacement (ice & water) | 5/31/2012 | Single Family Dwelling | 12,125 |
| 8387 | Roof Replacement (ice & water) | 6/5/2012 | Single Family Dwelling | 12,296 |
| 8391 | Roof Replacement (ice & water) | 6/6/2012 | Single Family Dwelling | 30,507 |
| 8379 | Siding | 5/31/2012 | Single Family Dwelling | 14,800 |
| 8404 | void permit | 6/11/2012 | Single Family Dwelling | 14,500 |
| <i>Totals for Class of Work: Repair</i> | | <i>Number of Permits = 33</i> | <i>Total Valuation =</i> | <i>355,494</i> |

Class of Work: Alter

| <i>Permit #</i> | <i>Description of Work</i> | <i>Date Issued</i> | <i>Use of Building</i> | <i>Valuation</i> |
|-----------------|----------------------------|--------------------|------------------------|------------------|
| 8430 | Basement finish | 6/27/2012 | Single Family Dwelling | 17,500 |
| 8428 | Fireplace | 6/22/2012 | Residential | 1,000 |

| <u>Class of Work: Alter</u> | | | | |
|--------------------------------------|---------------------|-----------------------|------------------------|-----------|
| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
| Totals for Class of Work: Alter | | Number of Permits = 2 | Total Valuation = | 18,500 |
| <u>Class of Work: Demolition</u> | | | | |
| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
| 8260 | demolition | 1/11/2012 | Single Family Dwelling | 6,000 |
| Totals for Class of Work: Demolition | | Number of Permits = 1 | Total Valuation = | 6,000 |

| Totals for Occupancy: R-3 | | Number of Permits = 117 | Total Valuation | 9,899,153 |
|-------------------------------|--|-------------------------|-----------------|-----------|
| <u>Occupancy R-1</u> | | | | |
| <u>Class of Work: Remodel</u> | | | | |

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-----------------------------------|-------------------------|-----------------------|------------------------|-----------|
| 8490 | addition & remodel | 8/14/2012 | Residential | 2,000 |
| 8412 | window replacement/door | 6/19/2012 | Single Family Dwelling | 23,636 |
| Totals for Class of Work: Remodel | | Number of Permits = 2 | Total Valuation = | 25,636 |

| <u>Class of Work: footings/foundation</u> | | | | |
|---|---------------------|-----------------------|-------------------|-----------|
| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
| 8491 | New House | 8/14/2012 | Residential | 1,200,000 |
| Totals for Class of Work: footings/found | | Number of Permits = 1 | Total Valuation = | 1,200,000 |

| Totals for Occupancy: R-1 | | Number of Permits = 3 | Total Valuation | 1,225,636 |
|---------------------------|--|-----------------------|-----------------|-----------|
| <u>Occupancy S-1</u> | | | | |

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|-----------------------|-------------|-----------------|--------------------------|
| 8264 | Communication Antenna | 1/25/2012 | Commercial | 48,000 |
| 8403 | Communication Antenna | 6/11/2012 | Commercial | 12,500 |
| Totals for Class of Work: Add | | | | Number of Permits = 2 |
| | | | | Total Valuation = 60,500 |

Totals for Occupancy: S-1

Total Valuation

60,500

Occupancy A-3

Class of Work: Add

| Permit # | Description of Work | Date Issued | Use of Building | Valuation |
|-------------------------------|---------------------|-------------|-----------------|-----------------------------|
| 8385 | addition & remodel | 5/31/2012 | Church | 1,370,000 |
| 1088 | addition & remodel | 6/4/2012 | Church | 1,370,000 |
| Totals for Class of Work: Add | | | | Number of Permits = 2 |
| | | | | Total Valuation = 2,740,000 |

Totals for Occupancy: A-3

Total Valuation

2,740,000

Grand Total of All Permits Issued:

Number of Permits 198

Total Valuation = 14,981,797



MAYOR AND COUNCIL COMMUNICATION

DATE: 09/18/2012

CONSENT

ITEM #: 4

MOTION Consent Agenda

AGENDA ITEM: Approve Disbursements in the Amount of \$254,454.60

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$254,454.60. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

| Claim # | Amount | Description |
|-----------------|----------------------|---|
| ACH | \$ 13,262.73 | Payroll Taxes to IRS & MN Revenue 9/6/2012 |
| ACH | \$ 4,624.67 | Payroll Retirement to PERA 9/6/12 |
| DD4158 – DD4180 | \$ 32,078.02 | Payroll Dated 9/6/12 (Direct Deposit) |
| 38901-38903 | \$ 993.27 | Payroll Dated 9/6/2012 (Payroll Paper Checks) |
| 1578-1585 | \$ 480.00 | Accounts Payable Dated 9/18/12 (Library Checks) |
| 38908-38958 | \$ 194,610.07 | Accounts Payable Dated 9/18/12 |
| 38904-38907 | \$ 8,405.84 | Accounts Payable Manual 9/7/12 & 9/12/12 |
| TOTAL | \$ 254,454.60 | |

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction.

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of \$254,454.60.

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

**“Move to approve the September 18, 2012, Disbursements as
Presented *[and modified]* herein.”**

ATTACHMENTS:

- 1. Accounts Payable Dated 9/18/2012

SUGGESTED ORDER OF BUSINESS *(if removed from the Consent Agenda):*

- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

Accounts Payable To Be Paid Proof List

User: joan z
Printed: 09/13/2012 - 1:48 PM
Batch: 007-09-2012

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|--------------------------------------|--------------------------------|--------|----------|------------|--------------------------------|-----------|------|------|------|----------------|
| AMFLAG American Flagpole & Flag Corp | | | | | | | | | | |
| 102618 | 08/31/2012 | 50.02 | 0.00 | 09/18/2012 | Street City Hall Flag Hardware | | - | | | No 0000 |
| 101-450-5200-44300 | Miscellaneous | | | | | | | | | |
| | 102618 Total: | 50.02 | | | | | | | | |
| | AMFLAG Total: | 50.02 | | | | | | | | |
| ARAM Aramark, Inc. | | | | | | | | | | |
| 629-7566052 | 08/23/2012 | 23.78 | 0.00 | 09/18/2012 | Uniforms | | - | | | No 0000 |
| 101-430-3100-44170 | Uniforms | | | | | | | | | |
| | 629-7566052 Total: | 23.78 | | | | | | | | |
| 629-7570811 | 09/13/2012 | 23.78 | 0.00 | 09/18/2012 | Uniforms | | - | | | No 0000 |
| 101-430-3100-44170 | Uniforms | | | | | | | | | |
| | 629-7570811 Total: | 23.78 | | | | | | | | |
| 629-7572649 | 09/03/2012 | 156.02 | 0.00 | 09/18/2012 | Monthly rug service Station #2 | | - | | | No 0000 |
| 101-420-2220-44010 | Repairs/Maint Bldg | | | | | | | | | |
| | 629-7572649 Total: | 156.02 | | | | | | | | |
| 629-7572650 | 09/03/2012 | 38.22 | 0.00 | 09/18/2012 | Monthly Mat Service | | - | | | No 0000 |
| 101-410-1940-44010 | Repairs/Maint Contractual Bldg | | | | | | | | | |
| | 629-7572650 Total: | 38.22 | | | | | | | | |
| 629-7572651 | 09/03/2012 | 154.25 | 0.00 | 09/18/2012 | Monthly rug service Station #1 | | - | | | No 0000 |
| 101-420-2220-44010 | Repairs/Maint Bldg | | | | | | | | | |
| | 629-7572651 Total: | 154.25 | | | | | | | | |
| | ARAM Total: | 396.05 | | | | | | | | |
| BENDEL Bendel Cathy | | | | | | | | | | |
| 09/12/12 | 09/12/2012 | 480.61 | 0.00 | 09/18/2012 | Lake Elmo Days - Supplies | | - | | | No 0000 |
| 204-450-5200-44300 | Miscellaneous | | | | | | | | | |
| 09/12/12 | 09/12/2012 | 53.54 | 0.00 | 09/18/2012 | Supplies - Budget Books | | - | | | No 0000 |
| 101-410-1520-42000 | Office Supplies | | | | | | | | | |
| | 09/12/12 Total: | 534.15 | | | | | | | | |
| | BENDEL Total: | 534.15 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|---|------------|----------|----------|------------|----------------------------------|-----------|------|------|------|----------------|
| BIFFS Biff's Inc. Multiple 101-450-5200-44120 Rentals - Buildings Multiple Total: BIFFS Total: | 08/22/2012 | 674.18 | 0.00 | 09/18/2012 | Portable Restrooms | | - | No | | 0000 |
| BRYAN Bryan Rock Products, Inc. Multiple 101-430-3120-42240 Street Maintenance Materials Multiple Total: BRYAN Total: | 08/17/2012 | 1,319.71 | 0.00 | 09/18/2012 | Rip Rap and 3/4 limerock | | - | No | | 0000 |
| BURBBLAC Burberl Black Dirt, Inc. 14222 101-430-3125-42250 Landscaping Materials 14222 Total: BURBBLAC Total: | 09/05/2012 | 64.13 | 0.00 | 09/18/2012 | Black Dirt | | - | No | | 0000 |
| CAPRA CAPRA'S UTILITIES INC. 2791 101-494-9400-44030 Repairs/Maint Imp Not Bldgs 2791 Total: CAPRA Total: | 08/28/2012 | 1,400.00 | 0.00 | 09/18/2012 | Water Service Repair 3053 Jamley | | - | No | | 0000 |
| CENTPOW Century Power Equipment 5682818 101-430-3120-42210 Equipment Parts 5682818 Total: CENTPOW Total: | 08/29/2012 | 4.49 | 0.00 | 09/18/2012 | Chainsaw Cap | | - | No | | 0000 |
| CHASERIC Chase Rick 09/12/2012 101-420-2400-42000 Office Supplies 09/12/2012 Total: CHASERIC Total: | 09/13/2012 | 100.77 | 0.00 | 09/18/2012 | Building Dept Supplies | | - | No | | 0000 |
| COLEMER Colemer Jamie 08/13/2012 101-430-3100-44170 Uniforms 08/13/2012 Total: | 09/13/2012 | 23.97 | 0.00 | 09/18/2012 | Reimburse Uniforms | | - | No | | 0000 |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|--|----------------------------|-----------|----------|------------|-----------------------------------|-----------|------|------|------|----------------|
| COLEMER Total: | | 23.97 | | | | | | | | |
| COMCAST COMCAST | | | | | | | | | | |
| 08/27/2012 | 08/27/2012 | 7.90 | 0.00 | 09/18/2012 | Monthly Service | | - | | No | 0000 |
| 101-420-2220-44300 | Miscellaneous | | | | | | | | | |
| 08/27/2012 Total: | | 7.90 | | | | | | | | |
| COMCAST Total: | | 7.90 | | | | | | | | |
| COMPENSA Compensation Consultants, Ltd | | | | | | | | | | |
| Sept 12 | 09/01/2012 | 40.00 | 0.00 | 09/18/2012 | Monthly FSA Admin Fee - Sept 2012 | | - | | No | 0000 |
| 101-410-1320-44300 | Miscellaneous | | | | | | | | | |
| Sept 12 Total: | | 40.00 | | | | | | | | |
| COMPENSA Total: | | 40.00 | | | | | | | | |
| CTYBLOOM City of Bloomington | | | | | | | | | | |
| Aug 12 | 08/31/2012 | 30.00 | 0.00 | 09/18/2012 | Lab Bacteria Tests | | - | | No | 0000 |
| 601-494-9400-42270 | Utility System Maintenance | | | | | | | | | |
| Aug 12 Total: | | 30.00 | | | | | | | | |
| CTYBLOOM Total: | | 30.00 | | | | | | | | |
| CTYOAKDA City of Oakdale | | | | | | | | | | |
| 10000460-01 | 08/31/2012 | 14,038.04 | 0.00 | 09/18/2012 | Water Service I-94 | | - | | No | 0000 |
| 601-494-9400-43820 | Water Utility | | | | | | | | | |
| 10000460-01 Total: | | 14,038.04 | | | | | | | | |
| 201208303326 | 09/13/2012 | 95.45 | 0.00 | 09/18/2012 | Repair Strobe on CV1 | | - | | No | 0000 |
| 101-420-2220-44040 | Repairs/Maint Eqpt | | | | | | | | | |
| 201208303326 Total: | | 95.45 | | | | | | | | |
| CTYOAKDA Total: | | 14,133.49 | | | | | | | | |
| CTYROSEV City of Roseville | | | | | | | | | | |
| 216418 | 08/31/2012 | 1,652.08 | 0.00 | 09/18/2012 | Monthly IT Services Sept 2012 | | - | | No | 0000 |
| 101-410-1450-43180 | Information Technology/Web | | | | | | | | | |
| 216418 Total: | | 1,652.08 | | | | | | | | |
| CTYROSEV Total: | | 1,652.08 | | | | | | | | |
| EMBROIDM Embroidme of Roseville | | | | | | | | | | |
| E 19100 | 08/29/2012 | 42.95 | 0.00 | 09/18/2012 | Staff Polo Shirt - Adam | | - | | No | 0000 |
| 101-410-1320-44300 | Miscellaneous | | | | | | | | | |
| E 19100 Total: | | 42.95 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|-------------------------------------|-------------------------------|------------|----------|------------|---|-----------|------|------|------|----------------|
| EMBROIDM Total: | | 42.95 | | | | | | | | |
| ENVENTIS ENVENTIS | | | | | | | | | | |
| 737500 | 09/01/2012 | 443.75 | 0.00 | 09/18/2012 | Telephone/Data Service PW - Aug 2012 | | - | | No | 0000 |
| 101-430-3100-43210 | Telephone | | | | | | | | | |
| 737500 | 09/01/2012 | 443.75 | 0.00 | 09/18/2012 | Telephone/Data Service CH - Aug 2012 | | - | | No | 0000 |
| 101-410-1940-43210 | Telephone | | | | | | | | | |
| 738507 | 09/01/2012 | 559.58 | | | | | | | | |
| 101-410-1940-43210 | Telephone | | | | | | | | | |
| 738507 | Total: | 559.58 | | | | | | | | |
| ENVENTIS | Total: | 1,003.33 | | | | | | | | |
| FASTENAL Fastenal | | | | | | | | | | |
| MNOAK2111 | 08/30/2012 | 26.11 | 0.00 | 09/18/2012 | Hardware | | - | | No | 0000 |
| 101-430-3100-42210 | Equipment Parts | | | | | | | | | |
| MNOAK2111 | Total: | 26.11 | | | | | | | | |
| FASTENAL | Total: | 26.11 | | | | | | | | |
| FERGUSON Ferguson Waterworks, Inc. | | | | | | | | | | |
| S01388504-001 | 08/30/2012 | 862.93 | 0.00 | 09/18/2012 | New Meters | | - | | No | 0000 |
| 601-494-9400-42300 | Water Meters & Supplies | | | | | | | | | |
| S01388504-001 | Total: | 862.93 | | | | | | | | |
| FERGUSON | Total: | 862.93 | | | | | | | | |
| HAGBERGS Hagbergs Country Market | | | | | | | | | | |
| 589819 | 09/08/2012 | 14.48 | 0.00 | 09/18/2012 | Prizes for Kids | | - | | No | 0000 |
| 101-420-2220-42090 | Fire Prevention | | | | | | | | | |
| 589819 | Total: | 14.48 | | | | | | | | |
| HAGBERGS | Total: | 14.48 | | | | | | | | |
| HARDDRIV Harddrives, Inc. | | | | | | | | | | |
| Pay Est #1 | 09/13/2012 | 125,950.85 | 0.00 | 09/18/2012 | 2012 Street & Water Quality - Est #1 | | - | | No | 0000 |
| 419-480-8000-45300 | Improvements Other Than Bldgs | | | | | | | | | |
| Pay Est #1 | Total: | 125,950.85 | | | | | | | | |
| HARDDRIV | Total: | 125,950.85 | | | | | | | | |
| INTERSTA Interstate All Battery Ctr | | | | | | | | | | |
| 48633 | 08/29/2012 | 59.92 | 0.00 | 09/18/2012 | Replacement Batteries for Helmet Lights | | - | | No | 0000 |
| 101-420-2220-42400 | Small Tools & Equipment | | | | | | | | | |
| 48633 | Total: | 59.92 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|--|----------------------|----------|----------|------------|-----------------------------------|-----------|------|------|------|----------------|
| INTERSTA Total: | | 59.92 | | | | | | | | |
| JOHNSON& Johnson & Turner Attorneys | | | | | | | | | | |
| Sept 12 | 09/05/2012 | | | | | | | | | |
| 101-410-1320-43040 | Legal Services | 2,288.00 | 0.00 | 09/18/2012 | Legal Services - Civil | | - | | No | 0000 |
| Sept 12 | 09/05/2012 | | | | | | | | | |
| 101-420-2150-43045 | Attorney Criminal | 4,250.00 | 0.00 | 09/18/2012 | Legal Services - Prosecution | | - | | No | 0000 |
| Sept 12 | 09/05/2012 | | | | | | | | | |
| 601-494-9400-43040 | Legal Services | 1,735.00 | 0.00 | 09/18/2012 | Legal Services - 3M | | - | | No | 0000 |
| Sept 12 | 09/05/2012 | | | | | | | | | |
| 206-450-5300-43040 | Legal Services | 370.50 | 0.00 | 09/18/2012 | Legal Services - Library Leases | | - | | No | 0000 |
| Sept 12 Total: | | 8,643.50 | | | | | | | | |
| JOHNSON& Total: | | 8,643.50 | | | | | | | | |
| LEOIL Lake Elmo Oil, Inc. | | | | | | | | | | |
| 08/31/2012 | 08/31/2012 | | | | | | | | | |
| 101-420-2220-42120 | Fuel, Oil and Fluids | 119.80 | 0.00 | 09/18/2012 | Fuel | | - | | No | 0000 |
| 08/31/2012 Total: | | 119.80 | | | | | | | | |
| LEOIL Total: | | 119.80 | | | | | | | | |
| Lillie Newspapers Inc. Lillie Suburban | | | | | | | | | | |
| 08/31/2012 | 08/31/2012 | | | | | | | | | |
| 101-410-1450-43510 | Public Notices | 69.70 | 0.00 | 09/18/2012 | 8/15 Notice '11 ST/Water/Eng | | - | | No | 0000 |
| 08/31/2012 | 08/31/2012 | | | | | | | | | |
| 101-410-1320-43510 | Legal Publishing | 16.40 | 0.00 | 09/18/2012 | 8/15 Notice - Shoreland/Planning | | - | | No | 0000 |
| 08/31/2012 | 08/31/2012 | | | | | | | | | |
| 101-410-1320-43510 | Legal Publishing | 29.48 | 0.00 | 09/18/2012 | 8/29 Notice - Planning Commission | | - | | No | 0000 |
| 08/31/2012 Total: | | 115.58 | | | | | | | | |
| Lillie Total: | | 115.58 | | | | | | | | |
| LTG PWR L.T.G. Power Equipment | | | | | | | | | | |
| 158696 | 08/30/2012 | | | | | | | | | |
| 101-450-5200-42210 | Equipment Parts | 7.89 | 0.00 | 09/18/2012 | Toro Hardware | | - | | No | 0000 |
| 158696 Total: | | 7.89 | | | | | | | | |
| LTG PWR Total: | | 7.89 | | | | | | | | |
| MENARDSO Menards - Oakdale | | | | | | | | | | |
| 34793 | 09/05/2012 | | | | | | | | | |
| 101-450-5200-44300 | Miscellaneous | 18.50 | 0.00 | 09/18/2012 | Generator panel Accessories | | - | | No | 0000 |
| 34793 Total: | | 18.50 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|----------------------------------|-----------------------------|----------|----------|------------|--|-----------|------|------|------|----------------|
| MENARDSO Total: | | 18.50 | | | | | | | | |
| MES Municipal Emergency Services | | | | | | | | | | |
| 00335327-SNV | 09/12/2012 | 45.38 | 0.00 | 09/18/2012 | Restocking for Wheel Chocks | | - | | No | 0000 |
| 101-420-2220-42400 | Small Tools & Equipment | | | | | | | | | |
| 00335327-SNV Total: | | 45.38 | | | | | | | | |
| MES Total: | | 45.38 | | | | | | | | |
| METCOU Metropolitan Council | | | | | | | | | | |
| 997667 | 09/05/2012 | 1,081.28 | 0.00 | 09/18/2012 | Monthly Wastewater Service - Sept 2012 | | - | | No | 0000 |
| 602-495-9450-43820 | Sewer Utility - Met Council | | | | | | | | | |
| 997667 Total: | | 1,081.28 | | | | | | | | |
| METCOU Total: | | 1,081.28 | | | | | | | | |
| MILLEREX Miller Excavating, Inc. | | | | | | | | | | |
| 16554 | 08/30/2012 | 416.25 | 0.00 | 09/18/2012 | Street Sweeping - Carriage Station | | - | | No | 0000 |
| 101-430-3120-43150 | Contract Services | | | | | | | | | |
| 16554 Total: | | 416.25 | | | | | | | | |
| MILLEREX Total: | | 416.25 | | | | | | | | |
| PETTYCI Petty Cash | | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | -20.00 | 0.00 | 09/18/2012 | Animal Licenses | | - | | No | 0000 |
| 101-000-0000-32240 | Animal License | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | -98.51 | 0.00 | 09/18/2012 | Surface Water | | - | | No | 0000 |
| 603-000-0000-37100 | Surface Water Utility Sales | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | -6.00 | 0.00 | 09/18/2012 | Book copies | | - | | No | 0000 |
| 101-000-0000-34105 | Sale of Copies, Books, Maps | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | -4.00 | 0.00 | 09/18/2012 | Candidate Filings | | - | | No | 0000 |
| 101-000-0000-36200 | Miscellaneous Revenue | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | 43.34 | 0.00 | 09/18/2012 | Lake Elmo Days Supplies | | - | | No | 0000 |
| 204-450-5200-44300 | Miscellaneous | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | 18.00 | 0.00 | 09/18/2012 | Planning Postage | | - | | No | 0000 |
| 101-410-1320-42000 | Office Supplies | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | 28.68 | 0.00 | 09/18/2012 | Office Supplies | | - | | No | 0000 |
| 101-410-1320-42000 | Office Supplies | | | | | | | | | |
| 09/11/2012 | 09/11/2012 | 115.78 | 0.00 | 09/18/2012 | Election Supplies | | - | | No | 0000 |
| 101-410-1410-42000 | Office Supplies | | | | | | | | | |
| 09/11/2012 Total: | | 77.29 | | | | | | | | |
| PETTYCI Total: | | 77.29 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|-------------------------------------|--------------------------------|--------|----------|------------|----------------------------------|-----------|------|------|------|----------------|
| PLANTH PLANT HEALTH ASSOCIATES, INC | | | | | | | | | | |
| 1091-12 | 07/11/2012 | 537.50 | 0.00 | 09/18/2012 | Forester Services - June 2012 | | - | | No | 0000 |
| 101-430-3250-43150 | Contract Services | | | | | | | | | |
| 1100-12 | 09/10/2012 | 537.50 | | | | | | | | |
| 101-430-3250-43150 | Contract Services | 250.00 | 0.00 | 09/18/2012 | Forester Services - June 2012 | | - | | No | 0000 |
| 1100-12 | Total: | 250.00 | | | | | | | | |
| PLANTH Total: | | 787.50 | | | | | | | | |
| PLUNKETT Plunkett's Pest Control | | | | | | | | | | |
| 3295726 | 09/01/2012 | 83.56 | 0.00 | 09/18/2012 | Pest control Service - City Hall | | - | | No | 0000 |
| 101-410-1940-44010 | Repairs/Maint Contractual Bldg | | | | | | | | | |
| 3295726 | Total: | 83.56 | | | | | | | | |
| PLUNKETT Total: | | 83.56 | | | | | | | | |
| RIVRCOOP River Country Cooperative | | | | | | | | | | |
| 08/31/2012 | 08/31/2012 | 924.25 | 0.00 | 09/18/2012 | Fuel | | - | | No | 0000 |
| 101-420-2220-42120 | Fuel, Oil and Fluids | | | | | | | | | |
| 08/31/2012 | Total: | 924.25 | | | | | | | | |
| RIVRCOOP Total: | | 924.25 | | | | | | | | |
| SAMSCLUB Sam's Club | | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 31.84 | 0.00 | 09/18/2012 | Water for Rehab | | - | | No | 0000 |
| 101-420-2220-44300 | Miscellaneous | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 7.96 | 0.00 | 09/18/2012 | Water for City Hall | | - | | No | 0000 |
| 101-410-1320-42000 | Office Supplies | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 661.15 | 0.00 | 09/18/2012 | Supplies - Lake Elmo Days | | - | | No | 0000 |
| 204-450-5200-44300 | Miscellaneous | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 61.96 | 0.00 | 09/18/2012 | Station Supplies | | - | | No | 0000 |
| 101-420-2220-42230 | Building Repair Supplies | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 762.91 | | | | | | | | |
| 09/10/2012 | 09/10/2012 | 16.56 | 0.00 | 09/18/2012 | Station Supplies | | - | | No | 0000 |
| 101-420-2220-42000 | Office Supplies | | | | | | | | | |
| 09/10/2012 | Total: | 16.56 | | | | | | | | |
| SAMSCLUB Total: | | 779.47 | | | | | | | | |
| SCHILL'S Schill's Dumpster Svc Inc | | | | | | | | | | |
| 8637 | 09/06/2012 | 338.68 | 0.00 | 09/18/2012 | Dumpster for Lake Elmo Days | | - | | No | 0000 |
| 204-450-5200-43150 | Contract Services | | | | | | | | | |
| 8637 | Total: | 338.68 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|----------------------------------|------------------------------|-----------|----------|------------|------------------------------------|-----------|------|------|------|----------------|
| SCHILLS Total: | | 338.68 | | | | | | | | |
| SHI SHI International | | | | | | | | | | |
| BOO741446 | 08/24/2012 | 29.39 | 0.00 | 09/18/2012 | Computer & Cables | | - | | No | 0000 |
| 101-420-2220-42000 | Office Supplies | | | | | | | | | |
| BOO741446 | 08/24/2012 | 37.71 | 0.00 | 09/18/2012 | Computer equipment | | - | | No | 0000 |
| 101-420-2220-42000 | Office Supplies | | | | | | | | | |
| BOO741446 Total: | | 67.10 | | | | | | | | |
| SHI Total: | | 67.10 | | | | | | | | |
| SW/WC SW/WC Service Cooperatives | | | | | | | | | | |
| 10/1/12 | 08/29/2012 | 17,041.50 | 0.00 | 09/18/2012 | Sept 2012 Premiums | | - | | No | 0000 |
| 101-000-0000-21706 | Medical Insurance | | | | | | | | | |
| 10/1/12 Total: | | 17,041.50 | | | | | | | | |
| SW/WC Total: | | 17,041.50 | | | | | | | | |
| TASCH T.A. Schifsky & Sons Inc | | | | | | | | | | |
| 53843 | 09/04/2012 | 284.57 | 0.00 | 09/18/2012 | Asphalt | | - | | No | 0000 |
| 101-430-3120-42240 | Street Maintenance Materials | | | | | | | | | |
| 53843 Total: | | 284.57 | | | | | | | | |
| TASCH Total: | | 284.57 | | | | | | | | |
| TCHYDROS TC Hydroseeding | | | | | | | | | | |
| 3182 | 08/29/2012 | 500.01 | 0.00 | 09/18/2012 | Drainage Seeding Tartan Meadows | | - | | No | 0000 |
| 101-430-3120-43150 | Contract Services | | | | | | | | | |
| 3182 Total: | | 500.01 | | | | | | | | |
| TCHYDROS Total: | | 500.01 | | | | | | | | |
| TDS TDS METROCOM - LLC | | | | | | | | | | |
| 651-779-8882 | 09/13/2012 | 182.70 | 0.00 | 09/18/2012 | Analog Lines - Fire | | - | | No | 0000 |
| 101-420-2220-43210 | Telephone | | | | | | | | | |
| 651-779-8882 | 09/13/2012 | 174.75 | 0.00 | 09/18/2012 | Analog Lines - Public Works | | - | | No | 0000 |
| 101-430-3100-43210 | Telephone | | | | | | | | | |
| 651-779-8882 | 09/13/2012 | 129.42 | 0.00 | 09/18/2012 | Analog Lines - Lift Station Alarms | | - | | No | 0000 |
| 602-495-9450-43210 | Telephone | | | | | | | | | |
| 651-779-8882 | 09/13/2012 | 45.34 | 0.00 | 09/18/2012 | Alarm - Well House #2 | | - | | No | 0000 |
| 601-494-9400-43210 | Telephone | | | | | | | | | |
| 651-779-8882 Total: | | 532.21 | | | | | | | | |
| TDS Total: | | 532.21 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|-------------------------------------|-------------------------------|----------|----------|------------|-------------------------------------|-----------|------|------|------|----------------|
| TESSMAN Tessman Company Corp | | | | | | | | | | |
| S165323-JN | 08/30/2012 | 265.86 | 0.00 | 09/18/2012 | Erosion blanket/seed/fertilizer | | - | | No | 0000 |
| 603-496-9500-42270 | Utility System Maint Supplies | | | | | | | | | |
| | S165323-JN Total: | 265.86 | | | | | | | | |
| | TESSMAN Total: | 265.86 | | | | | | | | |
| TKDA TKDA, Inc. | | | | | | | | | | |
| 09/04/2012 | 09/04/2012 | 81.25 | 0.00 | 09/18/2012 | General Engineering Services - | | - | | No | 0000 |
| 101-410-1910-43030 | Engineering Services | | | | Records | | | | | |
| | 09/04/2012 Total: | 81.25 | | | | | | | | |
| | TKDA Total: | 81.25 | | | | | | | | |
| TOWNCTRY Town & Country Cleaning Co | | | | | | | | | | |
| 912491 | 09/01/2012 | 245.81 | 0.00 | 09/18/2012 | September Cleaning Services | | - | | No | 0000 |
| 101-420-2220-44010 | Repairs/Maint Bldg | | | | | | | | | |
| | 912491 Total: | 245.81 | | | | | | | | |
| | TOWNCTRY Total: | 245.81 | | | | | | | | |
| TREGILGA Tregilgas Michael | | | | | | | | | | |
| Cable | 09/10/2012 | 55.00 | 0.00 | 09/18/2012 | Cable Operator - 9/10/12 | | - | | No | 0000 |
| 101-410-1450-43620 | Cable Operations | | | | | | | | | |
| | Cable Total: | 55.00 | | | | | | | | |
| | TREGILGA Total: | 55.00 | | | | | | | | |
| VISA-SL VISA | | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 760.00 | 0.00 | 09/18/2012 | VCOS Registration, | | - | | No | 0000 |
| 101-420-2220-44370 | Conferences & Training | | | | Winkels/Malmquist | | | | | |
| 09/02/2012 | 09/02/2012 | 322.60 | 0.00 | 09/18/2012 | VCOS Airfare, Malmquist | | - | | No | 0000 |
| 101-420-2220-44370 | Conferences & Training | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 322.60 | 0.00 | 09/18/2012 | VCOS Airfare, Winkels | | - | | No | 0000 |
| 101-420-2220-44370 | Conferences & Training | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 25.00 | 0.00 | 09/18/2012 | Airport Shuttle - Winkels | | - | | No | 0000 |
| 101-420-2220-44370 | Conferences & Training | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 159.00 | 0.00 | 09/18/2012 | Conference Registration - Breezy Pt | | - | | No | 0000 |
| 101-420-2220-44370 | Conferences & Training | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 398.75 | 0.00 | 09/18/2012 | Landscape Materials | | - | | No | 0000 |
| 101-450-5200-42250 | Landscaping Materials | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 556.60 | 0.00 | 09/18/2012 | Tent - Lake Elmo Days | | - | | No | 0000 |
| 204-450-5200-43150 | Contract Services | | | | | | | | | |
| 09/02/2012 | 09/02/2012 | 503.88 | 0.00 | 09/18/2012 | Signs - Lake Elmo Days | | - | | No | 0000 |
| 204-450-5200-43150 | Contract Services | | | | | | | | | |
| | 09/02/2012 Total: | 3,048.43 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|--------------------------------------|------------------|----------|----------|------------|------------------------|-----------|------|------|------|----------------|
| VISA-SL Total: | | 3,048.43 | | | | | | | | |
| WATERCON Water Conservation Svs Inc. | | | | | | | | | | |
| 3375 | 08/30/2012 | 243.97 | 0.00 | 09/18/2012 | Leak Detection Service | | - | | No | 0000 |
| 601-494-9400-44300 | Miscellaneous | | | | | | | | | |
| 3375 Total: | | 243.97 | | | | | | | | |
| WATERCON Total: | | 243.97 | | | | | | | | |
| XCEL Xcel Energy | | | | | | | | | | |
| 51-0630620-5 | 09/13/2012 | 117.61 | 0.00 | 09/18/2012 | Library | | - | | No | 0000 |
| 206-450-5300-43810 | Electric Utility | | | | | | | | | |
| 51-0630620-5 Total: | | 117.61 | | | | | | | | |
| 51-4504807-7 | 09/13/2012 | 101.97 | 0.00 | 09/18/2012 | Lights at Legion Park | | - | | No | 0000 |
| 101-450-5200-43810 | Electric Utility | | | | | | | | | |
| 51-4504807-7 | 09/13/2012 | 72.45 | 0.00 | 09/18/2012 | Lift Station | | - | | No | 0000 |
| 602-495-9450-43810 | Electric Utility | | | | | | | | | |
| 51-4504807-7 | 09/13/2012 | 33.22 | 0.00 | 09/18/2012 | Traffic Lights | | - | | No | 0000 |
| 101-430-3160-43810 | Street Lighting | | | | | | | | | |
| 51-4504807-7 Total: | | 207.64 | | | | | | | | |
| 51-4576456-3 | 09/13/2012 | 309.48 | 0.00 | 09/18/2012 | Fire Station #2 | | - | | No | 0000 |
| 101-420-2220-43810 | Electric Utility | | | | | | | | | |
| 51-4576456-3 Total: | | 309.48 | | | | | | | | |
| 51-4580376-5 | 09/13/2012 | 500.29 | 0.00 | 09/18/2012 | City Hall | | - | | No | 0000 |
| 101-410-1940-43810 | Electric Utility | | | | | | | | | |
| 51-4580376-5 | 09/13/2012 | 31.91 | 0.00 | 09/18/2012 | Traffic Lights | | - | | No | 0000 |
| 101-430-3160-43810 | Street Lighting | | | | | | | | | |
| 51-4580376-5 | 09/13/2012 | 407.37 | 0.00 | 09/18/2012 | City Hall | | - | | No | 0000 |
| 101-410-1940-43810 | Electric Utility | | | | | | | | | |
| 51-4580376-5 Total: | | 939.57 | | | | | | | | |
| 51-5275289-3 | 09/13/2012 | 45.97 | 0.00 | 09/18/2012 | Pebble Park | | - | | No | 0000 |
| 101-450-5200-43810 | Electric Utility | | | | | | | | | |
| 51-5275289-3 Total: | | 45.97 | | | | | | | | |
| 51-5356323.8 | 09/13/2012 | 2,934.84 | 0.00 | 09/18/2012 | Wells 1 & 2 | | - | | No | 0000 |
| 601-494-9400-43810 | Electric Utility | | | | | | | | | |
| 51-5356323.8 Total: | | 2,934.84 | | | | | | | | |
| 51-6736544-2 | 09/13/2012 | 1,885.09 | 0.00 | 09/18/2012 | Street Lights | | - | | No | 0000 |
| 101-430-3160-43810 | Street Lighting | | | | | | | | | |
| 51-6736544-2 Total: | | 1,885.09 | | | | | | | | |
| 51-6956201-4 | 09/13/2012 | 430.49 | 0.00 | 09/18/2012 | VFW Ballfield lights | | - | | No | 0000 |
| 101-450-5200-43810 | Electric Utility | | | | | | | | | |
| 51-6956201-4 Total: | | 430.49 | | | | | | | | |
| 51-7538112-1 | 09/13/2012 | 556.26 | 0.00 | 09/18/2012 | Public Works | | - | | No | 0000 |
| 101-430-3100-43810 | Electric Utility | | | | | | | | | |
| 51-7538112-1 Total: | | 556.26 | | | | | | | | |

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|-------------------------------|---------------------|------------|----------|------------|-------------------------------------|-----------|------|------|------|----------------|
| 51-8126093-5 | 09/13/2012 | 19.88 | 0.00 | 09/18/2012 | Water Tower 2 | | - | | | 0000 |
| 601-494-9400-43810 | Electric Utility | 19.88 | | | | | | | No | 0000 |
| | 51-8126093-5 Total: | 7,446.83 | | | | | | | | |
| | XCEL Total: | | | | | | | | | |
| YOCUM Yocum Oil Company, Inc. | | | | | | | | | | |
| 212261 | 08/30/2012 | 160.69 | 0.00 | 09/18/2012 | Bulk Oil Tank | | - | | No | 0000 |
| 101-430-3100-44010 | Repairs/Maint Bldg | 160.69 | | | | | | | | |
| | 212261 Total: | 160.69 | | | | | | | | |
| | YOCUM Total: | | | | | | | | | |
| ZIERT Ziertman Joan & Steve | | | | | | | | | | |
| Chk Req | 09/08/2012 | 81.40 | 0.00 | 09/18/2012 | Straw & Supplies for lake Elmo Days | | - | | No | 0000 |
| 204-450-5200-43150 | Contract Services | 81.40 | | | | | | | | |
| | Chk Req Total: | 81.40 | | | | | | | | |
| | ZIERT Total: | | | | | | | | | |
| ZIERTMAN Joan Ziertman | | | | | | | | | | |
| Aug 2012 | 09/10/2012 | 545.00 | 0.00 | 09/18/2012 | August Clerical Service | | - | | No | 0000 |
| 601-494-9400-43150 | Contract Services | 136.25 | 0.00 | 09/18/2012 | August Clerical Service | | - | | No | 0000 |
| Aug 2012 | 09/10/2012 | 1,362.50 | 0.00 | 09/18/2012 | August Clerical Service | | - | | No | 0000 |
| 602-495-9450-43150 | Contract Services | 681.25 | 0.00 | 09/18/2012 | August Clerical Service | | - | | No | 0000 |
| Aug 2012 | 09/10/2012 | 2,725.00 | | | | | | | | |
| 603-496-9500-43150 | Contract Services | 2,725.00 | | | | | | | | |
| Aug 2012 | 09/10/2012 | 2,725.00 | | | | | | | | |
| 101-410-1520-43150 | Contract Services | | | | | | | | | |
| | Aug 2012 Total: | 2,725.00 | | | | | | | | |
| | ZIERTMAN Total: | | | | | | | | | |
| | Report Total: | 194,610.07 | | | | | | | | |

Accounts Payable To Be Paid Proof List

User: Joan Z

Printed: 09/07/2012 - 2:17 PM

Batch: 004-09-2012

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close PO Line # |
|--------------------|-------------------|----------|----------|------------|---------------------------|-----------|------|------|------|-----------------|
| PETTYCI Petty Cash | | | | | | | | | | |
| 09/07/2012 | 09/07/2012 | 1,000.00 | 0.00 | 09/07/2012 | Change for Lake Elmo Days | | - | | | No 0000 |
| 101-000-0000-10200 | Petty Cash | | | | | | | | | |
| | 09/07/2012 Total: | 1,000.00 | | | | | | | | |
| | PETTYCI Total: | 1,000.00 | | | | | | | | |
| | Report Total: | 1,000.00 | | | | | | | | |

Accounts Payable To Be Paid Proof List

User: joan z

Printed: 09/07/2012 - 10:20 AM

Batch: 003-09-2012

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|---|------------|----------|----------|------------|--------------------------------|-----------|------|------|------|----------------|
| AAPARTYR AA Party Rental 09/07/2012 | 09/07/2012 | 957.84 | 0.00 | 09/07/2012 | Balance Due on Tent and Chairs | | - | | | 0000 |
| 204-450-5200-42000 Office Supplies | | 957.84 | | | | | | | | |
| 09/07/2012 Total: | | 957.84 | | | | | | | | |
| AAPARTYR Total: | | | | | | | | | | |
| CINDYS Cindy's Creative Celebrations 09/7/2012 | 09/07/2012 | 1,900.00 | 0.00 | 09/07/2012 | Hair Creations - Fall Festival | | - | | | 0000 |
| 204-450-5200-43150 Contract Services | | 1,900.00 | | | | | | | | |
| 09/7/2012 Total: | | 1,900.00 | | | | | | | | |
| CINDYS Total: | | | | | | | | | | |
| Report Total: | | 2,857.84 | | | | | | | | |

Accounts Payable To Be Paid Proof List

User: Joan z
 Printed: 09/12/2012 - 8:14 AM
 Batch: 005-09-2012

| Invoice # | Inv Date | Amount | Quantity | Pmt Date | Description | Reference | Task | Type | PO # | Close POLine # |
|------------------------------|-------------------------------|----------|----------|------------|---------------------|-----------|------|------|------|----------------|
| CAPRA CAPRA'S UTILITIES INC. | | | | | | | | | | |
| Yang | 09/12/2012 | 4,548.00 | 0.00 | 09/12/2012 | Yang - City Portion | | - | | | No |
| 601-000-0000-37150 | Water Connections - Municipal | | | | | | | | | 0000 |
| | Yang Total: | 4,548.00 | | | | | | | | |
| | CAPRA Total: | 4,548.00 | | | | | | | | |
| | Report Total: | 4,548.00 | | | | | | | | |



MAYOR AND COUNCIL COMMUNICATION

DATE: September 18, 2012

CONSENT

ITEM #: 5

MOTION

AGENDA ITEM: 2012 Crack Seal Project – Accept Quotes and Award Contract

SUBMITTED BY: Ryan Stempski, Assistant City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director
Mike Bouthilet, Public Works

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to accept quotes and award a construction contract to Gopher State Sealcoat, Inc. in the total amount of \$19,600.00 for the 2012 Crack Seal Project.

STAFF REPORT: In accordance with the City's annual street maintenance program, certain street segments have been scheduled to be seal coated in 2013 (see attached Location Map and Street List). Best pavement management practices recommend these streets to be crack sealed in 2012, one construction season prior to seal coating. This allows the crack sealant material to fully adhere to the pavement surfaces prior to the 2013 seal coat application.

Quotes were received from 3 qualified contractors on September 12, 2012. Gopher State Sealcoat, Inc. submitted the lowest quote of \$1.40 per pound of crack sealant material. See attached tabulation for a breakdown of the quotes received.

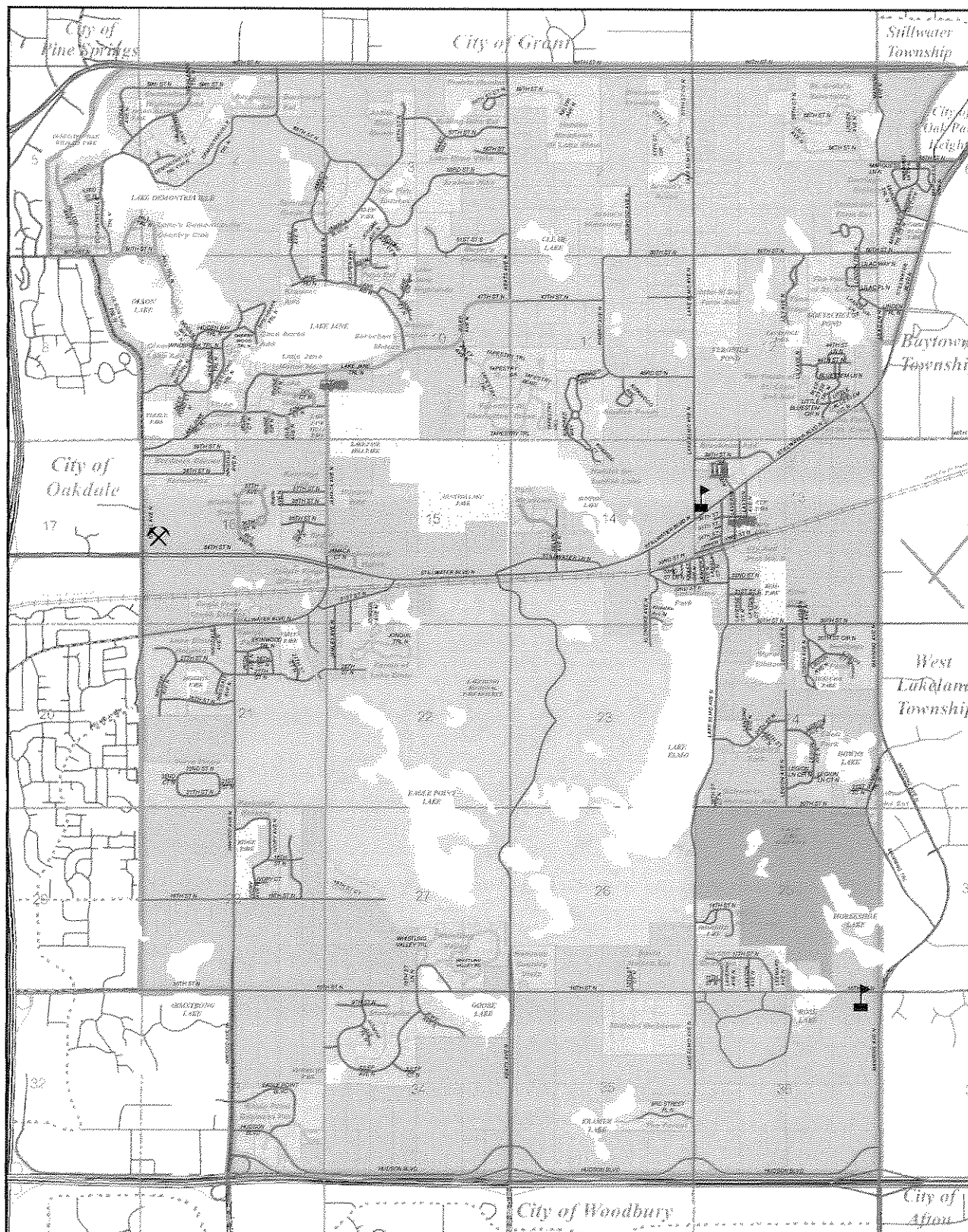
The low quote of \$19,600 came in under the engineer's estimate of probable costs, which was \$21,000 (\$1.50 per pound). The project will be funded through the Infrastructure Reserves Fund.

RECOMMENDATION: Staff is recommending that the City Council consider accepting the quotes and awarding a construction contract to Gopher State Sealcoat, Inc. in the amount of \$19,600.00 for the 2012 Crack Seal Project, as part of the *Consent Agenda*. The recommended motion for this action is as follows:

“Move to Accept the Quotes and Award a Contract to Gopher State Sealcoat, Inc. in the Amount of \$19,600.00 for the 2012 Crack Seal Project.”

ATTACHMENTS:

1. Project Location Map
2. Street List
3. Quote Tabulation
4. Construction Contract Signed by Gopher State Sealcoat, Inc.
5. Gopher State Sealcoat, Inc. Quote Proposal



2012 CRACK SEAL PROJECT

THE CITY OF
LAKE ELMO

Improvement Year

2012



City Hall
3610 Laverne Avenue N
651/777-5510
www.lakeelmo.org



Public Works Building
3445 Ideal Ave N
651/233-5414



Fire Stations

Station No. 1
3515 Laverne Ave N
651/776-5062

Station No. 2
4255 Jamaica Ave N
651/779-8852



Schools



Parcels



Subdivisions



City Parks



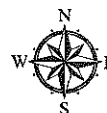
Golf Course



**Lake Elmo Regional
Park Reserve**

Park Office
651/430-4368

Lakes



0.5 0.25 0 0.5 Miles

Map Date: September 2012

Created By:

FOCUS ENGINEERING, inc.

2012 CRACK SEAL PROJECT - STREET LIST

| Street Segment | From | To | Length | Width | CDS | LBS | Area (SF) | Area (SY) |
|-----------------|-----------------------|-------------------|--------|-------|--------|-------|------------|------------|
| HIGHLANDS TRL N | DEMONTREVILLE TRAIL N | HILLTOP AVE N | 1,384 | 32 | 0 | 633 | 44,297.38 | 4,921.93 |
| HILLTOP AVE N | HIGHLANDS TRAIL N | CUL-DE-SAC | 614 | 30 | 45 | 335 | 23,440.01 | 2,604.45 |
| HILLTOP AVE N | 50TH ST N | HIGHLANDS TRAIL N | 2,037 | 32 | 0 | 931 | 65,175.09 | 7,241.68 |
| IRISH CT N | 42ND ST N | CUL-DE-SAC | 535 | 32 | 45 | 315 | 22,038.59 | 2,448.73 |
| IRVINE CIR N | 42ND ST N | CUL-DE-SAC | 524 | 32 | 45 | 310 | 21,691.17 | 2,410.13 |
| IVY CT N | 42ND ST N | CUL-DE-SAC | 874 | 32 | 45 | 470 | 32,887.47 | 3,654.16 |
| IRVINE CT N | LAKE JANE TRAIL N | CUL-DE-SAC | 498 | 32 | 45 | 298 | 20,846.78 | 2,316.31 |
| ISLE AVE N | 42ND ST N | CUL-DE-SAC | 650 | 32 | 46 | 371 | 25,976.94 | 2,886.33 |
| 50TH ST N | HILL TRAIL CT N | HILL TRAIL CT N | 964 | 23 | 0 | 317 | 22,171.98 | 2,463.55 |
| 50TH ST N | DEMONTREVILLE TRAIL N | HILL TRAIL CT N | 423 | 22 | 0 | 133 | 9,305.66 | 1,033.96 |
| HILL TRL N | 50TH ST N | 50TH ST N | 2,441 | 20 | 0 | 697 | 48,819.69 | 5,424.41 |
| HILL TRL N | 50TH ST N | CUL-DE-SAC | 1,826 | 18 | 25 | 491 | 34,382.33 | 3,820.26 |
| 45TH ST N | JANE ROAD N | JULEP AVE N | 1,695 | 32 | 0 | 775 | 54,252.70 | 6,028.08 |
| 47TH ST N | JULEP AVE N | KEATS AVE N | 775 | 32 | 0 | 354 | 24,807.36 | 2,756.37 |
| LAKE JANE TRL N | JAMACA AVE N | JANE ROAD N | 2,368 | 38 | 0 | 1285 | 89,970.80 | 9,996.76 |
| JAMACA AVE N | 35TH ST N | JAMACA CT N | 842 | 38 | 0 | 409 | 28,613.04 | 3,179.23 |
| JAMACA AVE N | 36TH ST N | 35TH ST N | 574 | 40 | 0 | 328 | 22,942.71 | 2,549.19 |
| JAMACA AVE N | 37TH ST N | 36TH ST N | 367 | 40 | 0 | 209 | 14,661.87 | 1,629.10 |
| JAMACA AVE N | LAKE JANE TRAIL N | 42ND ST N | 982 | 40 | 0 | 561 | 39,289.27 | 4,365.47 |
| JAMACA AVE CT N | 42ND ST N | 37TH ST N | 2,449 | 40 | 0 | 1399 | 97,945.51 | 10,882.83 |
| JULEP AVE N | JAMACA AVE N | SOUTH DEAD END | 1,170 | 28 | 0 | 468 | 32,769.80 | 3,641.09 |
| KELVIN CT | TAPESTRY RD N | 47TH ST N | 1,433 | 32 | 0 | 655 | 45,844.18 | 5,093.80 |
| 35TH ST N | KELVIN AVE N | NORTH CUL-DE-SAC | 1,592 | 28 | 62 | 713 | 49,894.46 | 5,543.83 |
| 37TH ST N | IRONWOOD TRAIL N | IRIS AVE N | 982 | 24 | 0 | 337 | 23,569.26 | 2,618.81 |
| IRIS AVE N | IRONWOOD AVE N | IRIS AVE N | 705 | 22 | 0 | 181 | 12,698.72 | 1,410.97 |
| IRIS AVE N | 37TH ST N | 35TH ST N | 929 | 22 | 0 | 239 | 16,723.08 | 1,858.12 |
| IRONWOOD TRL N | 35TH ST N | MN TH 5 | 1,006 | 20 | 0 | 230 | 16,089.19 | 1,787.69 |
| | 35TH ST N | 37TH ST N | 1,093 | 22 | 0 | 281 | 19,677.01 | 2,186.33 |
| | | | 31731 | | TOTALS | 14000 | 960,782.05 | 106,753.56 |

TABULATION OF QUOTES

2012 CRACK SEAL PROJECT
CITY OF LAKE ELMO, MINNESOTA
FOCUS PROJECT NO. 2012.115

FOCUS ENGINEERING, inc.

QUOTES RECEIVED BY: SEPTEMBER 12 2012, AT 4:30 PM

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ENGINEER'S ESTIMATE | | Gopher State Sealcoat, Inc. | | ACI Asphalt Contractors, Inc. | | Fahrner Asphalt Sealers, LLC | |
|-------------|-----------------------|----------|------|---------------------|-----------------|-----------------------------|-----------------|-------------------------------|-----------------|------------------------------|-----------------|
| | | | | UNIT PRICE | TOTAL AMOUNT | UNIT PRICE | TOTAL AMOUNT | UNIT PRICE | TOTAL AMOUNT | UNIT PRICE | TOTAL AMOUNT |
| 1 | ROUTE AND SEAL CRACKS | 14,000 | LBS | \$ 1.50 | \$ 21,000.00 | \$ 1.40 | \$ 19,600.00 | \$ 1.53 | \$ 21,420.00 | \$ 2.21 | \$ 30,940.00 |
| TOTAL | | | | | \$ 21,000.00 | | \$ 19,600.00 | | \$ 21,420.00 | | \$ 30,940.00 |

CITY OF LAKE ELMO - 2012 CRACK SEAL PROJECT
CONSTRUCTION CONTRACT

This Contract, made this _____ day of _____, 2012, by the City of Lake Elmo, Minnesota (hereinafter called the "Owner") and _____ (hereinafter called the "Contractor").

WITNESSETH that the parties hereto agree as follows:

The Contractor shall provide all labor, services, materials, equipment and machinery, transportation, tools, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals, including profit and overhead, necessary for the performance, testing, start-up, and completion of the work as described herein:

DESCRIPTION OF WORK: The Contractor shall route (3/4" x 3/4"), clean, dry, and seal existing bituminous cracks in the streets shown on the attached Location Map dated September, 2012. The work shall be completed per the applicable MnDOT Special Provisions (SP 2005) and in accordance with the special provisions outlined within this Construction Contract. The Contractor shall provide all necessary traffic control in accordance with the MMUTCD.

The Contractor shall provide certification that the sealant meets MnDOT 3723 or approved equal. Sealant materials may be placed during a period of rising temperature after the air temperature has reached 50 degrees F. The street surface must be completely dry and remain so throughout the application of the sealant material. The Contractor shall conduct the operation so that routing of cracks, cleaning, drying, and sealing are a continuous operation. Traffic shall not be allowed to knead together or damage the routed cracks. Routed cracks not sealed before traffic is allowed on the pavement shall be re-routed, if necessary, when routing and sealing operations resume at no additional cost to the Owner. Cleaning shall continue until the crack is dry and all dirt, dust or deleterious matter is removed from the crack and adjacent pavement to the satisfaction of the Engineer.

The cracks shall be sealed when the sealant material is at the pouring temperature recommended by the manufacturer. The Contractor shall fill the crack such that after curing, the sealant is flush with the adjacent pavement along the edges and the center does not sag more than 1/8 inch below the pavement or shoulder surface. Care shall be taken in the sealing of the cracks so that the cracks are not overfilled and the final appearance shall present a neat fine line. The sealant shall be tack free before opening to traffic. A given quantity of sealant material shall never be heated at the pouring temperature for more than six (6) hours and shall never be reheated.

The Contractor shall replace any sealant that loses its bond within two years after the sealant is applied.

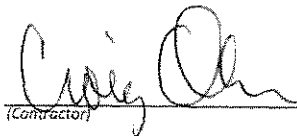
Actual quantities will be measured and paid per the unit price provided in the quote form completed by the Contractor. The City may add or reduce the number of streets in the project due to quote price, and the amount of crack sealing being performed.

All work shall be completed within the specified time frame and under the terms and conditions provided within this Construction Contract, and in accordance with the "General Conditions" shown in this contract. The contractor shall complete the proposed work by October 31, 2012.

The Owner will make payment for the whole contract upon acceptance by the Owner of all work required hereunder and in compliance with all the terms and conditions of this contract.

TOTAL PROJECT COST (INSERT FROM QUOTE FORM): \$ 19,600.00

IN WITNESS WHEREOF, the parties hereto have executed this contract as of the date first above written.


(Contractor)

(City of Lake Elmo)

GENERAL CONDITIONS

- I. **CHANGES IN WORK.** - The Owner may at any time, make changes in the drawings and specifications, within the general scope thereof. If such changes cause an increase or decrease in the amount due under this contract or in the time required for its performance, an equitable adjustment will be made, and this contract will be modified accordingly by a "Contract Change Order". No charge for any extra work or material will be allowed unless the same has been ordered on such contract change order by the Owner and the price therefore stated in the order.
- II. **INSPECTION OF WORK.** - All materials and workmanship will be subject to inspection, examination, and test, by the Owner, who will have the right to reject defective material and workmanship or require its correction.
- III. **COMPLETION OF WORK.** - If the Contractor refuses or fails to complete the work within the time specified in paragraph B of this contract, or any extension thereof, the Owner may terminate the Contractor's rights to proceed. In such event the Owner may take over the work and prosecute the same to completion by contract or otherwise, and the Contractor will be liable for any excess cost occasioned the Owner thereby; and the Owner may take possession of and utilize in completing the work such materials and equipment as may be on the site of the work and necessary therefore. If the Owner does not terminate the right of the Contractor to proceed, the Contractor will continue the work, in which event, actual damages for delay will be impossible to determine, and in lieu thereof, the Contractor may be required to pay to the Owner the sum of **\$100** as liquidated damages for each calendar day of delay, and the Contractor will be liable for the amount thereof. Provided, however, that the right of the Contractor to proceed will not be terminated because of delays in the completion of the completion of the work due to unforeseeable causes beyond the Contractor's control and without Contractor's fault or negligence.
- IV. **RELEASES.** - Prior to final payment, the Contractor will submit evidence that all payrolls, material bills, and other indebtedness connected with the work have been paid as required by the Owner.
- V. **OBLIGATION TO DISCHARGE LIENS.** - Acceptance by the Owner of the completed work performed by the Contractor and payment therefore by the Owner will not relieve the Contractor of obligation to the Owner (which obligation is hereby acknowledged) to discharge any and all liens for the benefit of subcontractors, laborers, material-person, or any other persons performing labor upon the work or furnishing material or machinery for the work covered by this contract, which have attached to or may subsequently attach to the property, or interest of the Owner.
- VI. **NOTICES AND APPROVAL IN WRITING.** - Any notice, consent, or other act to be given or done hereunder will be valid only if in writing.
- VII. **CLEANING UP.** - The Contractor shall keep the premises free from accumulation of waste material and rubbish and at the completion of the work shall remove from the premises all rubbish, implements and surplus materials.
- VIII. **WARRANTY.** - Contractor warrants and guarantees that title to all work, materials, and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to Owner no later than the time of payment free and clear of all liens. If within two years after completion of the work, any work is found to be defective, Contractor shall promptly, without cost to the Owner, correct such defective work as approved by the Owner.
- IX. **IDEMNIFICATION.** - Contractor shall defend and indemnify the city against claims brought or actions filed against the city or any of its officers, employees or agents for property damage, bodily injury or death to third persons, arising out of or relating to contractors work under the contract.
- X. **WORKERS' COMPENSATION INSURANCE.** - Contractor shall provide a certificate of insurance showing evidence of workers' compensation coverage or provide evidence of qualification as a self-insurer of workers' compensation.
- XI. **LIABILITY INSURANCE REQUIREMENTS.** - A certificate of insurance acceptable to the City shall be filed with the City prior to the commencement of the work. The certificate and the required insurance policies shall contain a provision that the coverage afforded under the contract will not be canceled or allowed to expire until at least 30 days prior written notice has been given to the city. Contractor shall maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence and an aggregate limit of not less than \$2,000,000. The CGL insurance shall cover liability arising from premises, operations, independent contractors, subcontractors, products-completed operations, personal injury and advertising injury, and contractually-assumed liability. The city shall be named as an additional insured under the CGL. Contractor shall maintain automobile liability insurance, and if necessary, umbrella liability insurance with a limit of not less than \$1,000,000 each accident and an aggregate limit of not less than \$2,000,000. The insurance shall cover liability arising out of any auto, including owned, hired, and non-owned autos.

**QUOTE PROPOSAL FOR
2012 CRACK SEAL PROJECT
FOCUS PROJECT NO. 2012.115
CITY OF LAKE ELMO, MINNESOTA**

| ITEM NO. | ITEM | UNIT | QUANTITY | UNIT PRICE | TOTAL AMOUNT |
|---------------------------------|-----------------------|------|----------|--------------|--------------|
| 1 | ROUTE AND SEAL CRACKS | LBS | 14,000 | \$1.40 | \$19,600.00 |
| TOTAL CRACK SEAL PROJECT | | | | \$ 19,600.00 | |

The quantities herein are approximate only. Payment will be made for the actual quantities of work ordered and installed. We have examined the site of the work and are acquainted with all conditions affecting the construction of the work.

We understand and agree that the City may chose to award the project to the lowest responsible quote or in the best interest of the City. The City reserves the right to reject any or all quotes, to waive any informalities in any Quote, and to omit any part of the above work.

We agree that if this Proposal is accepted, we will execute a Contract in the form attached to this bid package. If we are awarded the Contract, we will complete the work by **October 31, 2012**.

Respectfully submitted,

Firm Name Gopher State Sealcoat, Inc.
 Signature Craig Olson
 Signed by Craig Olson
 Title Estimator
 Contact Phone Number 952-931-9188
 Address 12519 Rhode Island Ave S.
Savage, MN 55378



MAYOR AND COUNCIL COMMUNICATION

DATE: September 18, 2012

CONSENT

ITEM #: 6

MOTION

AGENDA ITEM: 2012 Street & Water Quality Improvements – Approve Pay Request No. 1

SUBMITTED BY: Ryan Stempski, Assistant City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Jack Griffin, City Engineer
Cathy Bendel, Finance Director

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to consider approving Pay Request No. 1 for the 2012 Street & Water Quality Improvements.

STAFF REPORT: Hardrives, Inc., the Contractor for the project, has submitted Partial Pay Estimate No. 1 in the amount of \$125,950.85. This request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is \$6,628.99.

RECOMMENDATION: Staff is recommending that the City Council consider approving Pay Request No. 1 for the 2012 Street & Water Quality Improvements, as part of the *Consent Agenda*. The recommended motion for this action is as follows:

“Move to approve Partial Pay Estimate No. 1 in the amount of \$125,950.85, for the 2012 Street & Water Quality Improvements.”

ATTACHMENTS:

1. Partial Pay Estimate No. 1

PROJECT PAY FORM

| | | | | | |
|--|---------------|--------------------------|------------|---|--------------|
| PARTIAL PAY ESTIMATE NO. <u>1</u> | | | | FOCUS ENGINEERING, inc. | |
| 2012 STREET AND WATER QUALITY IMPROVEMENTS PROJECT NO. 2012.123 | | | | PERIOD OF ESTIMATE FROM <u>7/17/2012</u> TO <u>8/31/2012</u> | |
| PROJECT OWNER: CITY OF LAKE ELMO 3800 LAVERNE AVENUE NORTH LAKE ELMO, MN 55042 ATTN: JACK GRIFFIN, P.E., CITY ENGINEER | | | | CONTRACTOR: HARDRIVES, INC. 14475 QUIRAM DRIVE ROGERS, MN 55374 ATTN: MIKE LEUER, DIVISION MANAGER | |
| CONTRACT CHANGE ORDER SUMMARY | | | | PAY ESTIMATE SUMMARY | |
| No. | Approval Date | Amount | | | |
| | | Additions | Deductions | | |
| | | | | 1. Original Contract Amount | \$849,736.79 |
| | | | | 2. Net Change Order Sum | \$0.00 |
| | | | | 3. Revised Contract (1+2) | \$849,736.79 |
| | | | | 4. *Work Completed | \$132,579.85 |
| | | | | 5. *Stored Materials | \$0.00 |
| | | | | 6. Subtotal (4+5) | \$132,579.85 |
| | | | | 7. Retainage* <u>5.0%</u> | \$6,628.99 |
| | | | | 8. Previous Payments | \$0.00 |
| TOTALS | | \$0.00 | \$0.00 | 9. Amount Due (6-7-8) | \$125,950.85 |
| NET CHANGE | | \$0.00 | | *Detailed Breakdown Attached | |
| CONTRACT TIME | | | | | |
| START DATE: <u>7/17/2012</u> | | ORIGINAL DAYS <u>136</u> | | ON SCHEDULE | |
| SUBSTANTIAL COMPLETION: <u>10/19/2012</u> | | REVISED DAYS <u>0</u> | | YES <input checked="" type="checkbox"/> | |
| FINAL COMPLETION: <u>11/30/2012</u> | | REMAINING <u>91</u> | | NO <input type="checkbox"/> | |
| ENGINEER'S CERTIFICATION: The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents. | | | | FOCUS Engineering, inc. ENGINEER _____ DATE _____ | |
| CONTRACTOR'S CERTIFICATION: The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due. | | | | CONTRACTOR BY _____ DATE _____ | |
| APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA | | | | | |
| BY _____ | | | BY _____ | | |
| DATE _____ | | | DATE _____ | | |

PARTIAL PAY ESTIMATE NO. 1

2012 STREET AND WATER QUALITY IMPROVEMENTS
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2012.123

FOCUS ENGINEERING, inc.

| ITEM | DESCRIPTION OF PAY ITEM | UNIT | CONTRACT (Revised) | | | THIS PERIOD | | TOTAL TO DATE | |
|---------------|---|------|--------------------|-------------|---------------------|-------------|---------------------|---------------|---------------------|
| | | | QUANTITY | UNIT PRICE | AMOUNT | QUANTITY | AMOUNT | QUANTITY | AMOUNT |
| 1 | MOBILIZATION | LS | 1.0 | \$45,850.00 | \$45,850.00 | 0.5 | \$22,925.00 | 0.5 | \$22,925.00 |
| 2 | TRAFFIC CONTROL | LS | 1.0 | \$3,695.19 | \$3,695.19 | 0.5 | \$1,847.60 | 0.5 | \$1,847.60 |
| 3 | SILT FENCE | LF | 300 | \$3.21 | \$963.00 | 150 | \$481.50 | 150 | \$481.50 |
| 4 | INLET PROTECTION | EA | 23 | \$96.40 | \$2,217.20 | | | | |
| 5 | TREE REMOVAL | EA | 11 | \$267.77 | \$2,945.47 | 12 | \$3,213.24 | 12 | \$3,213.24 |
| 6 | SALVAGE AND REINSTALL MAILBOX | EA | 85 | \$65.00 | \$5,525.00 | | | | |
| 7 | SALVAGE AND REINSTALL SIGN | EA | 35 | \$133.88 | \$4,685.80 | | | | |
| 8 | SAWCUT BITUMINOUS AND CONCRETE PAVEMENT (ALL TYPES) | LF | 1,790 | \$2.49 | \$4,457.10 | | | | |
| 9 | REMOVE AND DISPOSE CONCRETE CURB AND GUTTER | LF | 55 | \$5.65 | \$310.75 | | | | |
| 10 | REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT | SY | 1,291 | \$4.60 | \$5,938.60 | | | | |
| 11 | REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT | SY | 520 | \$6.56 | \$3,411.20 | 41 | \$268.96 | 41 | \$268.96 |
| 12 | REMOVE AND DISPOSE OF EXISTING STORM SEWER CB/CBMH | EA | 11 | \$535.53 | \$5,890.83 | 9 | \$4,819.77 | 9 | \$4,819.77 |
| 13 | SALVAGE AND REINSTALL PAVERS | SY | 22 | \$51.90 | \$1,141.80 | | | | |
| 14 | SUBGRADE CORRECTION | SY | 1,404 | \$6.91 | \$9,701.64 | | | | |
| 15 | COMMON EXCAVATION (CV) (P) | CY | 1,351 | \$10.01 | \$13,523.51 | | | | |
| 16 | CLASS 5 AGGREGATE BASE (100% CRUSHED) | CY | 474 | \$14.00 | \$6,636.00 | | | | |
| 17 | SELECT GRANULAR BORROW | CY | 512 | \$9.43 | \$4,828.16 | | | | |
| 18 | HAUL OUT EXCESS MILLINGS | CY | 1,024 | \$8.96 | \$9,175.04 | 528 | \$4,730.88 | 528 | \$4,730.88 |
| 19 | PLACE RECLAIMED MATERIAL FROM OTHER SITES | CY | 451 | \$8.48 | \$3,824.48 | 180 | \$1,526.40 | 180 | \$1,526.40 |
| 20 | RECLAIM EXISTING BITUMINOUS AND BASE MATERIALS | SY | 38,406 | \$0.91 | \$34,949.46 | 38,406 | \$34,949.46 | 38,406 | \$34,949.46 |
| 21 | SUBGRADE PREPARATION OF RECLAIMED SURFACE | RS | 100 | \$254.39 | \$25,439.00 | | | | |
| 22 | SUBGRADE PREPARATION FOR PARKING LOTS | LS | 1 | \$1,695.91 | \$1,695.91 | | | | |
| 23 | 12" CLASS 5 RCP STORM SEWER | LF | 119 | \$36.42 | \$4,333.98 | 117 | \$4,261.14 | 117 | \$4,261.14 |
| 24 | 15" CLASS 5 RCP STORM SEWER | LF | 247 | \$37.49 | \$9,260.03 | 255 | \$9,559.95 | 255 | \$9,559.95 |
| 25 | 12" CONCRETE FLARED END SECTION | EA | 1 | \$963.96 | \$963.96 | | | | |
| 26 | CATCH BASIN, TYPE 402 WITH R-3250-A CASTING | EA | 3 | \$1,960.06 | \$5,880.18 | | | | |
| 27 | CATCH BASIN, TYPE 404 WITH R-3501-TB CASTING | EA | 4 | \$2,077.87 | \$8,311.48 | 4 | \$8,311.48 | 4 | \$8,311.48 |
| 28 | 4' DIA CBMH WITH 1' SUMP, TYPE 401 WITH SALVAGED R-3250-A CASTING | EA | 1 | \$1,686.93 | \$1,686.93 | | | | |
| 29 | 4' DIA CBMH, TYPE STO-9 WITH R-3501-TB CASTING | EA | 2 | \$2,238.54 | \$4,477.08 | 3 | \$6,715.62 | 3 | \$6,715.62 |
| 30 | 4' DIA CBMH WITH 1' SUMP, TYPE STO-9 WITH R-3501-TB CASTING | EA | 1 | \$2,184.98 | \$2,184.98 | 2 | \$4,369.96 | 2 | \$4,369.96 |
| 31 | 4' DIA CBMH, TYPE 406 WITH R-3250-A CASTING | EA | 3 | \$2,227.82 | \$6,683.46 | 3 | \$6,683.46 | 3 | \$6,683.46 |
| 32 | 5' DIA CBMH WITH 1' SUMP, TYPE 405 WITH R-3501-TB CASTING | EA | 1 | \$3,491.68 | \$3,491.68 | | | | |
| 33 | 4" PVC PERF EDGE DRAIN WITH BACKFILL AND WRAP | LF | 400 | \$5.19 | \$2,076.00 | | | | |
| 34 | B618 CONCRETE CURB AND GUTTER | LF | 30 | \$37.49 | \$1,124.70 | | | | |
| 35 | B624 CONCRETE CURB AND GUTTER | LF | 298 | \$37.49 | \$11,172.02 | | | | |
| 36 | D412 CONCRETE CURB AND GUTTER | LF | 804 | \$27.69 | \$22,262.76 | 647 | \$17,915.43 | 647 | \$17,915.43 |
| 37 | CONCRETE CURB CUT FOR RAIN GARDEN | EA | 17 | \$321.32 | \$5,462.44 | | | | |
| 38 | 6" CONCRETE FLUME | EA | 1 | \$642.64 | \$642.64 | | | | |
| 39 | 6" CONCRETE DRIVEWAY | SY | 520 | \$42.84 | \$22,276.80 | | | | |
| 40 | BITUMINOUS DRIVEWAY | SY | 1,225 | \$16.77 | \$20,543.25 | | | | |
| 41 | BITUMINOUS WEARING COURSE | TN | 3,900 | \$54.35 | \$211,965.00 | | | | |
| 42 | BITUMINOUS NON-WEARING COURSE | TN | 3,275 | \$58.60 | \$191,915.00 | | | | |
| 43 | BITUMINOUS MATERIAL FOR TACK COAT | GAL | 1,950 | \$2.13 | \$4,153.50 | | | | |
| 44 | SAW AND SEAL STREETS | LF | 7,800 | \$2.41 | \$18,798.00 | | | | |
| 45 | REMOVE CATCH BASIN CASTING | EA | 8 | \$114.17 | \$913.36 | | | | |
| 46 | INSTALL R-3501-TB CASTING | EA | 8 | \$803.30 | \$6,426.40 | | | | |
| 47 | SALVAGE AND REINSTALL CASTING (ALL TYPES) | EA | 7 | \$555.33 | \$3,887.31 | | | | |
| 48 | CULVERT END CLEANING | EA | 10 | \$176.73 | \$1,767.30 | | | | |
| 49 | DITCH GRADING | LF | 490 | \$4.71 | \$2,307.90 | | | | |
| 50 | CLASS 3 RIP RAP WITH GEOTEXTILE FABRIC | CY | 60 | \$66.41 | \$3,984.60 | | | | |
| 51 | EROSION STABILIZATION MAT | SY | 200 | \$6.96 | \$1,392.00 | | | | |
| 52 | BIOROLL DITCH CHECK | EA | 30 | \$64.26 | \$1,927.80 | | | | |
| 53 | SEEDING WITH WOOD FIBER BLANKET | SY | 1,133 | \$1.55 | \$1,756.15 | | | | |
| 54 | SODDING | SY | 14,100 | \$2.85 | \$40,185.00 | | | | |
| 55 | IMPORT AND PLACE TOPSOIL | CY | 1,900 | \$13.00 | \$24,700.00 | | | | |
| 56 | STRIPING -- 4" YELLOW STRIPING | LF | 6,130 | \$0.21 | \$1,287.30 | | | | |
| 57 | STRIPING -- 4" WHITE STRIPING | LF | 6,940 | \$0.27 | \$1,873.80 | | | | |
| 58 | HANDICAP PAVEMENT MARKING | EA | 2 | \$428.43 | \$856.86 | | | | |
| TOTALS | | | | | \$849,736.79 | | \$132,579.85 | | \$132,579.85 |



MAYOR AND COUNCIL COMMUNICATION

DATE: 09/18/2012
CONSENT
ITEM #: 7
MOTION Consent Agenda

AGENDA ITEM: Approve Setting the Truth in Taxation Public Hearing Date for the 2013 Budget and Tax Levy

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Adam Bell, Deputy Clerk

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to consider setting the Truth in Taxation Public Meeting date as required by State law for December 4, 2012. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

STAFF REPORT: The City is required to conduct a meeting where the budget and levy will be discussed and the public will be allowed to speak at a regular scheduled City Council meeting. Staff recommends the fulfillment of this requirement on December 4, 2012 at 7:00 p.m. as part of the regularly scheduled City Council meeting.

RECOMMENDATION: It is recommended that the City Council approve the date of December 4, 2012 for the meeting to discuss the 2013 budget and levy.

ATTACHMENTS:

1. Resolution 2012-44

**CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA**

RESOLUTION 2012-44

**A RESOLUTION SETTING THE TRUTH IN TAXATION PUBLIC HEARING DATE
FOR THE 2013 BUDGET AND TAX LEVY**

WHEREAS, the City of Lake Elmo is required to set a single meeting for discussion and final approval of the 2013 budget and tax levy; and

WHEREAS, the City will publish the date, time and location for the public meeting; and

WHEREAS, the public will be given the opportunity to speak.

NOW THEREFORE BE IT RESOLVED, that the City of Lake Elmo has set December 4, 2012 at 7:00 p.m. as the public meeting date for the final adoption of the 2013 budget and tax levy.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF LAKE ELMO THIS
EIGHTEENTH DAY OF SEPTEMBER 2012.**

**CITY COUNCIL
CITY OF LAKE ELMO**

By: _____
Dean A. Johnston
Mayor

ATTEST:

Sandie Thone
City Clerk



MAYOR AND COUNCIL COMMUNICATION

DATE: September 18, 2012

REGULAR

ITEM #: 8

RESOLUTION

AGENDA ITEM: 2011 Street & Water Quality Improvements – Final Assessment Hearing

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Ryan Stempksi, Assistant City Engineer
Sandie Thone, City Clerk
Cathy Bendel, Finance Director
Dave Snyder, City Attorney

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to conduct the Final Assessment Hearing for the 2011 Street & Water Quality Improvements. Pursuant to Minnesota Statutes, Section 429 the Council must conduct a final assessment hearing to declare the amounts to be assessed to the benefitting properties. The Council will also present and hear upon any objections to the proposed assessment whether presented verbally or in writing.

STAFF REPORT: On August 8, 2012, the City Council approved Resolution No. 2012-39 declaring the costs to be assessed, ordering the preparation of the proposed assessment, and calling for the hearing on proposed assessment for the 2011 Street & Water Quality Improvements. The Project has been completed and the total project costs are known.

Pursuant to Minnesota Statutes, Section 429 the Council must declare the amount to be assessed against the benefitting properties and the hearing on the proposed assessment for these improvements must be conducted. Staff has enclosed a Final Assessment Roll as adopted by the City Council. The final assessments for each benefitting property are:

| NEIGHBORHOOD AREA | FINAL ASSESSMENT AMOUNT | PRELIMINARY ASSESSMENT AMOUNT |
|---|----------------------------|----------------------------------|
| • Tartan Meadows | \$2,700 | \$3,300 |
| • David Nelson Estates | \$3,200 | \$3,900 |
| • 50 th Street N and Kimbro Avenue N | \$5,400 | \$6,700 |

Mailed notice has been provided to each assessed property and notice of the public hearing has been duly noticed. The Final Assessment Roll must be certified to the County Auditor by November 30, 2012.

RECOMMENDATION: Staff is recommending that the City Council approve Resolution No. 2012-45, thereby adopting the Final Assessment Roll for the 2011 Street & Water Quality Improvements by undertaking the following action:

“Move to Approve Resolution No. 2012-45; A Resolution Adopting the Final Assessment Roll for the 2011 Street & Water Quality Improvement Project.”

ATTACHMENTS:

1. Resolution No. 2012-45
2. Final Assessment Roll

**CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2012-45

**A RESOLUTION ADOPTING THE FINAL ASSESSMENT ROLL
FOR THE 2011 STREET & WATER QUALITY IMPROVEMENTS**

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the 2011 Street & Water Quality Improvements;

NOW, THEREFORE, BE IT RESOLVED,

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2013, and shall bear interest at the rate of 4.50% percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2012. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to the certification of the assessment to the county auditor, pay the whole of the assessment on such property, with the interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 30 or interest will be charged through December 31 of the next succeeding year.

4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF LAKE ELMO THIS
EIGHTEENTH DAY OF SEPTEMBER 2012.**

**CITY COUNCIL
CITY OF LAKE ELMO**

By: _____
Dean A. Johnston
Mayor

ATTEST:

Sandie Thone
City Clerk

CITY OF LAKE ELMO, MINNESOTA
2011 STREET & WATER QUALITY IMPROVEMENTS - TARTAN MEADOWS
FOCUS PROJECT NO. 2011.123
FINAL ASSESSMENT ROLL

| NO. | NAME | ADDRESS | PID | AMOUNT |
|---------------------------------|---------------------------------------|----------------------------|---------------|------------------|
| 1 | NASBY, RICHARD J & SUSAN C | 11048 11TH ST LAKE ELMO | 2502921330013 | \$2,700 |
| 2 | BERKOWITZ, ROBERT A & SARAH E | 11063 11TH ST LAKE ELMO | 2502921330014 | \$2,700 |
| 3 | SCHNEIDER, JOYCE C | 11066 11TH ST LAKE ELMO | 2502921330012 | \$2,700 |
| 4 | REINHARDT, JOSEPH A | 11109 11TH ST LAKE ELMO | 2502921330015 | \$2,700 |
| 5 | SCHAUER, MICHAEL T & NANCY A | 11110 11TH ST LAKE ELMO | 2502921330011 | \$2,700 |
| 6 | DREYER, PHILIP J & SCHRANTZ, MARY SUE | 11040 12TH ST LAKE ELMO | 2502921330007 | \$2,700 |
| 7 | HENDRICKS, STEPHEN M & SUSAN M | 11047 12TH ST LAKE ELMO | 2502921330008 | \$2,700 |
| 8 | BOYD, WILLIAM V & CHRISTINE M | 11066 12TH ST LAKE ELMO | 2502921330006 | \$2,700 |
| 9 | VALLLOT, LAWRENCE C & JUDITH K | 11075 12TH ST LAKE ELMO | 2502921330009 | \$2,700 |
| 10 | LINDER, STEVEN A & SARAH A | 11108 12TH ST LAKE ELMO | 2502921330005 | \$2,700 |
| 11 | MISUKANIS, DAVID J & BRUEGL, ANGELA M | 11115 12TH ST LAKE ELMO | 2502921330010 | \$2,700 |
| 12 | HELGASON, STUART & LAURIE | 11150 12TH ST LAKE ELMO | 2502921330004 | \$2,700 |
| 13 | EVANS, ROBERT S II & NANCY K | 11171 12TH ST LAKE ELMO | 2502921330016 | \$2,700 |
| 14 | BEAUDET, DAVID R & MARY JO | 11190 12TH ST LAKE ELMO | 2502921330003 | \$2,700 |
| 15 | ADOLPHSON, SCOTT J & MARY | 11227 12TH ST LAKE ELMO | 2502921330017 | \$2,700 |
| 16 | NOWORATZKY, MELISSA & FLAVIN, JOHN F | 11230 12TH ST LAKE ELMO | 2502921330002 | \$2,700 |
| 17 | CARLSON, JAMES G & JANET L | 11270 12TH ST LAKE ELMO | 2502921340010 | \$2,700 |
| 18 | VOELLER, JAMES & CLOYCE | 11314 12TH ST LAKE ELMO | 2502921340011 | \$2,700 |
| 19 | WHALEN, WILLIAM C & ARGENE A | 11345 12TH ST LAKE ELMO | 2502921340017 | \$2,700 |
| 20 | TOFT, RODNEY A & JUDY A | 11350 12TH ST LAKE ELMO | 2502921340012 | \$2,700 |
| 21 | MATHEWS, DONA L | 1027 LAVERNE AVE LAKE ELMO | 2502921330020 | \$2,700 |
| 22 | PETRICH, MICHAEL J & DIANA J | 1073 LAVERNE AVE LAKE ELMO | 2502921330019 | \$2,700 |
| 23 | HAMMERLUND, ROBERT D & GRETA A | 1093 LAVERNE AVE LAKE ELMO | 2502921330018 | \$2,700 |
| 24 | KELLEY, BRIAN P & LAURIE | 1025 LAYTON AVE LAKE ELMO | 2502921340020 | \$2,700 |
| 25 | ANDERSON, TERRENCE L & CYNTHIA | 1028 LAYTON AVE LAKE ELMO | 2502921340016 | \$2,700 |
| 26 | ANDERSON, JEFFREY T & GAIL M | 1069 LAYTON AVE LAKE ELMO | 2502921340019 | \$2,700 |
| 27 | FREDRICKSON, GREGORY & SARA | 1080 LAYTON AVE LAKE ELMO | 2502921340015 | \$2,700 |
| 28 | ALLEN, JAMES R & DIANE S | 1115 LAYTON AVE LAKE ELMO | 2502921340018 | \$2,700 |
| 29 | MEHAVICH, DAVID C & SANDRA J | 1140 LAYTON AVE LAKE ELMO | 2502921340014 | \$2,700 |
| 30 | LEE, ROBERT | 1019 LEEWARD AVE LAKE ELMO | 2502921340007 | \$2,700 |
| 31 | BERGLOF, FLORENCE M | 1020 LEEWARD AVE LAKE ELMO | 2502921340009 | \$2,700 |
| 32 | SCHUMACHER, JAMES V & LORI E | 1067 LEEWARD AVE LAKE ELMO | 2502921340006 | \$2,700 |
| 33 | MONCRIEF, RICK G & LINDA A | 1080 LEEWARD AVE LAKE ELMO | 2502921340008 | \$2,700 |
| 34 | JONES, TIMOTHY J & ROXANNE H | 1095 LEEWARD AVE LAKE ELMO | 2502921340005 | \$2,700 |
| 35 | GERGEN, ROBERT J & ANN L | 1123 LEEWARD AVE LAKE ELMO | 2502921340004 | \$2,700 |
| 36 | NIELSEN, JERRY DEAN | 1145 LEEWARD AVE LAKE ELMO | 2502921340003 | \$2,700 |
| 37 | JOHNSON, CRAIG R & LINDA E | 1177 LEEWARD AVE LAKE ELMO | 2502921340002 | \$2,700 |
| 38 | VOGEL, DENNIS E & KIM M | 1199 LEEWARD AVE LAKE ELMO | 2502921340013 | \$2,700 |
| TOTAL ASSESSABLE AMOUNT: | | | | \$102,600 |

CITY OF LAKE ELMO, MINNESOTA
 2011 STREET & WATER QUALITY IMPROVEMENTS - DAVID NELSON ESTATES
 FOCUS PROJECT NO. 2011.123
FINAL ASSESSMENT ROLL

| NO. | NAME | ADDRESS | PID | AMOUNT |
|---------------------------------|---------------------------------|--------------------------------------|---------------|-----------------|
| 1 | LAPORTE, BRYAN P & JODY M | 10644 10TH STREET CT LAKE ELMO 55042 | 2602921430002 | \$3,200 |
| 2 | KIMBERLY, DALE E JR & LORI A | 10654 10TH STREET CT LAKE ELMO 55042 | 2602921430003 | \$3,200 |
| 3 | WEMEIER, GARY P & BARBARA A | 10664 10TH STREET CT LAKE ELMO 55042 | 2602921430004 | \$3,200 |
| 4 | LUDWIG, MICHAEL & PATRICIA | 10674 10TH STREET CT LAKE ELMO 55042 | 2602921430005 | \$3,200 |
| 5 | PIKE, ROBERT & GIBSON, JUDITH A | 10684 10TH STREET CT LAKE ELMO 55042 | 2602921430006 | \$3,200 |
| TOTAL ASSESSABLE AMOUNT: | | | | \$16,000 |

CITY OF LAKE ELMO, MINNESOTA
50TH STREET AND KIMBRO AVENUE IMPROVEMENTS
FOCUS PROJECT NO. 2011.123
FINAL ASSESSMENT ROLL

| NO. | NAME | ADDRESS | PID | AMOUNT |
|-----|----------------------------------|--|---------------|---------|
| 1 | YANG, PHENG & KAoyINGLY | 4755 KIMBRO AVENUE NORTH LAKE ELMO, MN | 1102921120003 | \$5,400 |
| 2 | WEGSCHEIDER, LUCY V & SCOTT | 4890 KIMBRO AVENUE NORTH LAKE ELMO, MN | 1102921210003 | \$5,400 |
| 3 | DAVIS, LLOYD O & JACQUELINE D | 10550 50TH STREET NORTH LAKE ELMO, MN | 0202921430001 | \$5,400 |
| 4 | BOYLAN, TERESA A & WILLIAM J TRS | 10711 50TH STREET NORTH LAKE ELMO, MN | 1102921120004 | \$5,400 |
| 5 | FLIS, JOHN J & NANCY L | 10755 50TH STREET NORTH LAKE ELMO, MN | 1102921110003 | \$5,400 |
| 6 | WALSH, COLLEEN & JEFFREY | 10830 50TH STREET NORTH LAKE ELMO, MN | 1102921110007 | \$5,400 |

TOTAL ASSESSABLE AMOUNT: \$32,400



MAYOR AND COUNCIL COMMUNICATION

DATE: 9/18/12

REGULAR

ITEM #: 9

MOTION

AGENDA ITEM: Codification of Zoning Ordinance Update

SUBMITTED BY: Kyle Klatt, Planning Director

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Planning Commission
Nick Johnson, City Planner

SUMMARY AND ACTION REQUESTED:

The City Council is asked to adopt the formal codification of major amendments to the City's Zoning Code that were approved at its August 27, 2012 meeting. The amendments that are included in the attached ordinance have been put into ordinance format along with a resolution that would allow the summary publication of this lengthy document. Staff has not made any changes to the text as approved by the Council, and is only bringing this request forward in order to publish the document in the City's official paper.

Please note that the bulk of these changes will not apply to future development until the Zoning Map is updated to include the districts created by the ordinance. Staff will be bringing these map amendments in front of the Council once the Met Council has completed its review of the City's proposed Comprehensive Plan updates.

RECOMMENDATION:

Staff is recommending that the City Council adopt Ordinance 2012-062 codifying amendments to the Zoning Ordinance to add new sections as follows: Article 1 – Introduction, Article 2 – Definitions, Article 8 – Zoning Districts and Zoning Map, Article 10 – Urban Residential Districts and, Article 12 – Commercial Districts.

Staff further recommends that the City Council adopt Resolution No. 2012-046 authorizing summary publication of Ordinance 2012-062.

ATTACHMENTS:

1. Ordinance 2012-062
2. Resolution No. 2012-046

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....Planning Director
- Questions from Council to Staff Mayor Facilitates
- Public Input, if Appropriate Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

CITY OF LAKE ELMO

RESOLUTION NO. 2012-046

**RESOLUTION AUTHORIZING PUBLICATION OF
ORDINANCE NO. 2012-062 BY TITLE AND SUMMARY**

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 2012-062, an ordinance to update Chapter 154 – Zoning Code; and

WHEREAS, the ordinance is lengthy; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lake Elmo, that the City Administrator shall cause the following summary of Ordinance No. 2012-062 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 2012-062, which represents a major revision to the Zoning Code, adding new districts that will allow for future sewered development in accordance with the City's Comprehensive Plan. The adopted changes include new residential and commercial zoning districts that include the following provisions:

- A general statement of the purpose for each new district.
- A list of uses that are allowed in each district.
- The development requirements, including the minimum building setbacks, lot dimensional requirements, lot coverage, and other district standards.
- Requirements for accessory uses and structures in these districts.

Ordinance 2012-062 also includes language to support the new zoning districts, including a revised set of introductory provisions and a new use classification system to define all of the uses referenced in the Code.

The amendments adopted by the City Council represent the first in a series of changes that will result in a complete overhaul of the current Zoning Ordinance.

The full text of Ordinance No. 2012-062 is available for inspection at Lake Elmo city hall during regular business hours.

BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the City Administrator keep a copy of the ordinance at City Hall for public inspection and that a full copy of the ordinance be placed in a public location within the City.

Dated: _____, 2012.

Mayor Dean Johnston

ATTEST:

Sandie Thone, City Clerk

(SEAL)

The motion for the adoption of the foregoing resolution was duly seconded by member

_____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

**CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA**

ORDINANCE NO. 2012-062

**AN ORDINANCE AMENDING THE LAKE ELMO CITY CODE OF ORDINANCES BY REVISING
THE INTRODUCTORY PROVISIONS OF THE ZONING ORDINANCE AND ADDING NEW
RESIDENTIAL AND COMMERCIAL ZONING DISTRICTS RELATED TO THE FUTURE LAND
USES IDENTIFIED IN THE COMPREHENSIVE PLAN**

SECTION 1. The City Council of the City of Lake Elmo hereby amends Title XV:
Land Usage; Chapter 154: Zoning Ordinance, by repealing City Code Sections
154.001 through 154.005 in their entirety.

SECTION 2. The City Council of the City of Lake Elmo hereby amends Title XV:
Land Usage; Chapter 154: Zoning Ordinance, by adding the following language:

ARTICLE 1 - INTRODUCTORY PROVISIONS

| | |
|----------|--|
| §154.001 | Title |
| §154.002 | Purpose |
| §155.003 | Statutory Authorization |
| §155.004 | Jurisdiction |
| §155.005 | Compliance Required |
| §155.006 | Rules of Construction and Interpretation |
| §155.007 | Severability and Validity |
| §155.008 | Effective Date |

§154.001 Title

This chapter shall be known, cited and referenced to as the City's zoning ordinance.

§154.002 Intent and Purpose

This chapter is adopted for the purposes of:

- A. Protecting the public health, safety, comfort, convenience, and general welfare;
- B. Implementing the City of Lake Elmo Comprehensive Land Use Plan;
- C. Promoting orderly development of the residential, commercial, industrial, recreational and public areas
- D. Conserving the natural and scenic beauty and attractiveness of the city;
- E. Conserving natural resources in the city;
- F. Minimizing environmental pollution; and
- G. Conserving energy through the siting of buildings and encouragement of solar and earth-sheltered structures where appropriate.

§154.003 Statutory Authorization

This chapter is adopted pursuant to the authorization contained in Minnesota Statutes, Chapter 462, or successor statutes.

§154.004 Jurisdiction

This chapter shall be applicable to all lands and waters within the corporate limits of Lake Elmo, Minnesota.

§154.005 Compliance Required

Except as in this chapter specifically provides, no structure shall be erected, converted, enlarged, reconstructed or altered, and no structure or land shall be used for any purpose in any manner which is not in conformity with this chapter.

§154.006 Rules of Construction and Interpretation

The following rules of construction and interpretation apply to this chapter:

- A. *Minimum Requirements.* In their interpretation and application, the provisions of this chapter shall be held to the minimum requirements for the promotion of the public health, safety and welfare.
- B. *Conflict.* Where the conditions imposed by any provision of this chapter are either more restrictive or less restrictive than comparable conditions imposed by any other law, chapter, statute, resolutions or regulation of any kind, the regulations which are more restrictive or which impose higher standards or requirements shall prevail.

§154.007 Severability and Validity

It is hereby declared to be the intention that the several provisions of this chapter are severable in accordance with the following:

- A. *Severability.* If any court of competent jurisdiction shall adjudge any provisions of this chapter to be invalid, such judgment shall not affect any other provisions of this chapter.
- B. *Validity.* If any court of competent jurisdiction shall adjudge invalid the application of any provision of this chapter to a particular property, building, or structure, such judgment shall not affect other property, buildings or structures.

§154.008 Effective Date

This chapter shall be in full force and effect from and after its date of passage and approval by the City Council.

SECTION 3. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, by adding the following language:

ARTICLE 2 - DEFINITIONS

- §154.009 Introduction and Purpose
- §154.010 Interpretation of Certain Terms
- §155.011 General Definitions
- §155.012 Zoning Use Type and Classifications

§154.009 Introduction and Purpose

The purpose of this article is to define general terms used in this zoning ordinance, to establish a classification system for land uses and a consistent set of terms defining uses permitted within various zoning districts, and to establish the rules for interpretation of language in this ordinance.

§154.010 Interpretation of Certain Terms

In the construction of this zoning ordinance, the following rules shall be observed and applied, except where the context clearly indicates otherwise:

- H. The present tense shall include the future.
- I. The singular number shall include the plural, and the plural the singular.
- J. The word "shall" is mandatory, and not discretionary.
- K. The word "may" is permissive.
- L. The word "should" is advisory.
- M. The word "building" includes the word "structure."
- N. The words "used for" shall include the phrases "arranged for," "designed for," "intended for," "maintained for," and "occupied for."
- O. The word "lot" shall mean "zoning lot" unless otherwise specified in this ordinance.
- P. The words "lot," "parcel," or "premises" may be used interchangeably.
- Q. All stated and measured distances shall be taken to the nearest integral foot. If a fraction is one-half ($\frac{1}{2}$) foot or less, the integral foot next below shall be taken.

§154.011 General Definitions

Unless specifically defined in this chapter, common definitions, words and phrases used in this chapter shall be interpreted as to give them the same meaning as they have in common usage throughout this code and are found in § 11.01.

§154.012 Zoning Use Types and Classifications

- A. Rules of Interpretation for Zoning Use Types and Classifications
 - 1. *Purpose of Use Types.* The purpose of the Use Types is to establish a classification system for land uses and a consistent set of terms defining uses permitted within various zoning districts. The Use Types section also facilitates the process of determining the applicable use type of any activity not clearly within any defined use type.
 - 2. *Interpretation.* In the event of any question as to the appropriate use type of any existing or proposed use or activity, the Planning Director shall have the authority to determine the appropriate use type. In making such a determination, the Planning Director shall consider the operational and physical characteristics of the use in question and shall consider the classification contained in the most recent edition of the Standard Industrial Classification Manual published by the U.S. Office of Management and Budget. In addition, the Planning Director shall consider the specific requirements of the use in common with those included as examples of Use Types. Those examples, when included in use type descriptions, are intended to be illustrative, as opposed to exclusive lists. The Planning Director may also determine that a proposed use or activity is sufficiently different from any use type listed below and will require an amendment to the text of this ordinance.
 - 3. *Determinations in Writing.* The Planning director shall make such determinations of appropriate Use Types in writing, which shall include an explanation of the reasons for the determination.
 - 4. *Appeal.* A determination of the Planning Director may be appealed to the Board of Adjustment pursuant to the procedures for administrative appeals outlined in §31.10.
- B. Use Types and Classifications.
 - 1. Residential and Related Uses
 - a. Family Living

Live-Work Unit. A dwelling unit in combination with a shop, office, studio, or other work space within the same unit, where the resident occupant both lives and works.

Manufactured Home Park. A development on a site under a single ownership which consists of two or more spaces for the placement of manufactured homes for dwelling or sleeping purposes, regardless of whether or not a fee is charged for the utilization of such space.

Multi Family Residential. A building containing three (3) or more dwelling units. The term includes cooperative apartments and condominiums, but not condominium-hotels. (See CONDOMINIUM and CONDOMINIUM-HOTEL under §11.01.)

Secondary Dwelling. A residential dwelling unit, but not a manufactured home, located on the same lot as a single family dwelling unit, either within the principal structure, above a detached garage, or within a detached structure.

Single Family Attached. A building containing one dwelling unit attached to another building containing only one dwelling unit, with each building on a separate lot.

Single Family Detached. A building containing only one dwelling unit, surrounded by landscape area or yards on all sides.

Two-Family or Duplex. A building on a single lot or adjacent lots containing two dwelling units, either side-by-side or stacked vertically.

b. Group Living

Congregate Housing. A dwelling providing shelter and services for the elderly, which may include meals, housekeeping, and personal care assistance and minor medical services, but not intermediate, long term, or extended nursing care for residents.

Correctional Facilities. A public or privately operated use providing housing and care for individuals legally confined, designed to isolate those individuals from a surrounding community.

Group Home. A residence shared by six or fewer handicapped persons in addition to resident staff, who live together as a single housekeeping unit and in a long-term, family-like environment in which staff persons provide care, education, and participation in community activities for the residents with the primary goal of enabling the residents to live as independently as possible in order to reach their maximum potential.

Group Residential Facility. A licensed public or private establishment, which, for gain or otherwise, regularly provides one or more dependents with twenty-four (24) hour a day substitute for the care, food, lodging, training, education, supervision, rehabilitation, and treatment they need, but which for any reason cannot be furnished in the dependent's own home. This term includes, but is not limited, to state institutions under the control of the Commissioner of Public Welfare, foster homes, maternity shelters, group homes as defined herein with seven or more residents, schools for handicapped children, and homes for battered children or battered spouses.

Halfway House. An establishment providing accommodations, rehabilitation, counseling, and supervision to persons suffering from alcohol, drug addiction or other similar disorders, or to persons re-entering society after being released from a correctional facility or other institution.

Semi-Transient Accommodations. Semi-transient accommodations include boarding houses, rooming houses, fraternity and sorority houses, or lodging rooms, as defined by this ordinance. Semi-transient accommodations do not include CONDOMINIUM-HOTELS, as defined in §11.01.

2. Public and Civic Uses

Cemetery. Land used or intended to be used for the burial of the dead and dedicated for cemetery purposes, including columbariums, crematories, mausoleums, and mortuaries when operated in conjunction with and within the boundaries of such cemetery.

Colleges and Universities. Institutions of higher learning which offer courses of general or specialized study leading to a degree or certificate. They are certified by the State Board of Higher Education or by a recognized accrediting agency. Colleges tend to be in campus-like settings or on multiple blocks. Accessory uses include offices, housing for students, food service, laboratories, health and sports facilities, theaters, meeting areas, parking, maintenance facilities, and support commercial. Examples include universities, liberal arts colleges, community colleges, nursing and medical schools not accessory to a hospital, and seminaries.

Community Services. Establishments of a public, nonprofit, or charitable nature generally providing a local service to people of the community. Generally they provide the service on the site or have employees at the site on a regular basis. The service is ongoing, not just for special events. Community centers or facilities may incorporate membership provisions, and are open to the general public to join at any time (for instance, any senior citizen could join a senior center). The use may also provide special counseling, education, or training of a public, non-profit, or charitable nature. Accessory uses may include offices, meeting areas, food preparation areas, parking, health and therapy areas, day care uses, and athletic facilities. Examples include libraries, museums, senior centers, community centers, social service facilities, early childhood learning facilities, and other special educational services.

Day Care Center. Any facility operated for the purpose of providing care, protection, and guidance to 14 or more individuals during only part of a twenty-four hour day. This term includes nursery schools, preschools, day care centers for individuals, and other similar uses but excludes public and private educational facilities or any facility offering care to individuals for a full twenty-four hour period.

Public Assembly. Facilities owned and operated by a public or quasi-public agency accommodating public assembly for non-recreation purposes. Typical uses include auditoriums, convention facilities, exhibition facilities, convention halls, or armories.

Religious Institutions. Establishments that are intended to primarily provide meeting areas for religious activities. Accessory uses include Sunday school facilities, parking, caretaker's housing, and group living facilities such as convents. Examples include churches, temples, synagogues, and mosques.

Schools, Public and Private. Establishments at the primary, elementary, middle, junior high, or high school level that provide state mandated basic education. Accessory uses include play areas, cafeterias, recreational and sport facilities, auditoriums, and before or after school day care. Examples include public and private daytime schools, boarding schools, and military academies. Exemptions: 1) Preschools are classified as Day Care Facilities, and 2) Business and Trade Schools are classified as Educational Services.

3. Services

Business Center. A building or group of buildings planned, constructed, and managed as a total entity, with common on-site parking for a group of commercial service establishments, with office uses also permitted. In the central business district, the requirement for common on-site parking need not be met in order to classify a development as a business center.

Business Services. Establishments primarily engaged in rendering services to business establishments on a fee or contract basis, such as advertising and mailing, building maintenance, office equipment rental and leasing, photo finishing, business supply services, and computer programming/data processing services.

Commercial Kennel. The boarding, breeding, raising, grooming or training of two or more dogs, cats, or other household pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain.

Commercial Stable. The boarding, breeding or raising of horses or ponies not owned by the owner or occupant of the property or riding of horses by other than the owner or occupant of the property and their non-paying guests. Included in this definition are riding academies.

Communication Services. Establishments primarily engaged in the provision of broadcasting and other information relay services accomplished through the use of electronic and telephone mechanisms. Excluded from this use type are facilities classified as Essential Services or Broadcasting and Communications Towers. Typical uses include television studios, telecommunications service centers, telegraph service offices or film and sound recording facilities.

Educational Services. Establishments engaged in furnishing specialized academic or technical courses, normally on a fee basis, such as vocational or correspondence schools, barber college, data processing schools, or secretarial schools, along with non-degree granting schools such as post secondary colleges and universities, martial arts, music, art, ceramic, and dramatic, schools, and dance instruction.

Financial Institution. Provision of financial and banking services to consumers or clients. Walk-in and drive-in services are generally provided on site. Typical uses include banks, savings and loan associations, savings banks, credit unions, lending establishments, and drive-up automatic teller machines (ATMs).

Funeral Home. Establishments engaged in undertaking services such as preparing the dead for burial, and arranging and managing funerals. Typical uses include funeral homes or mortuaries.

Lodging. See Transient Accommodations

Medical Facilities. Establishments engaged in providing diagnostic services, extensive medical treatment (including surgical services), and other hospital services, as well as continuous nursing service, including general medical and surgical hospitals, specialty hospitals, medical laboratories, bio-medical research and development, outpatient care facilities, medical schools and associated dormitories, medical appliance sales, and similar uses, but not including animal hospitals.

Membership Organization. Organizations operating on a membership basis for the promotion of the interests of the members included such uses as trade associations, business associations, professional membership organizations, labor unions, civic or fraternal organizations, but not including churches, hospitals, golf and country clubs, or credit unions.

Nursing and Personal Care. Establishments primarily engaged in providing intermediate or long-term nursing and health related care to individuals, typically classified as nursing homes.

Offices. A building or portion of a building use for office purposes by a business, service, professional, or institutional establishment, including medical offices or clinics, studios for those involved in art, sculpture, music, and the like, and all other establishments similar in character.

Personal Services. Establishments primarily engaged in providing services involving the care of a person or his or her apparel, such as barber shops, clothing rental, salons and health clubs, photographic studios, cleaning and garment services (but not including power laundries or dry cleaning plants) or coin operated laundries.

Repair And Maintenance Shop. Establishments engaged in miscellaneous repair services, primarily of household oriented products such as radios, televisions, washers and dryers, furniture (including re-upholstery), small engine repair, bicycles, or locksmiths.

Self Service Storage Facility. An establishment designed and utilized for the purpose of renting or leasing individual storage spaces to tenants who have sole private access to such space for storing personal property.

Trade Shop. Any lot, land, building, or structure that serves as the headquarters for contractors involved in specialized activities such as plumbing, painting, plastering, masonry, carpentry, roofing, well drilling, landscaping and the like, where tools, equipment and materials used in the business are stored. The category also includes establishments involved in specialized trades such as sheet metal, sign painting, drapers, and exterminators.

Transient Accommodations, Lodging. Establishments in which lodging is provided and offered to the public for compensation, and which is open primarily to transient guests, as distinguished from semi-transient boarding or rooming facilities. Typical uses include hotels, motels, and inns. Meeting and restaurant facilities may be included accessory to this use type. Condominium-hotels shall be considered as a type of transient accommodation.

Transportation Services. Establishments furnishing services related to the arrangement of persons and goods movements, such as freight forwarding, parking services or the rental/leasing of automobiles or two-axle trucks.

Veterinary Service. Establishments engaged in the practice of veterinary medicine, dentistry or surgery, along with those providing animal related services such as kennels, grooming, or breeding services.

4. Food Service

Drinking and Entertainment. Establishments primarily engaged in the selling of drinks for consumption on the premises, where entertainment may be provided and the incidental sale of prepared food for consumption on the premise is permitted. These establishments may often charge a fee or admission charge for the entertainment provided. Included in this category are bars, beer gardens, discotheques, nightclubs, taverns, and dance halls.

Drive-In Restaurant. An establishment primarily engaged in the preparation of food and beverages, for either take-out, delivery, or table service, served in disposable containers at a counter and a drive-up or drive through service facility or which offers curb service.

Fast Food Restaurant. An establishment primarily engaged in the preparation of food and beverages, for either take-out, delivery, or table service, served in disposable containers at a counter. This use type does not employ a drive-up or drive-through service facility, and does not offer curb service.

Standard Restaurant. An establishment whose principal business is the sale of food and/or beverage to customers in a ready to consume state, and whose principal method of operation includes one or both of the following: 1) customers, normally provided with an individual menu, are served their food and beverage by restaurant employees at the same table or counter at which the food and/or beverage are consumed, 2) a cafeteria-type operation where food and beverage generally are consumed within the restaurant building.

5. Sales of Merchandise

Garden Center (Retail Agriculture). Establishments or places of business primarily engaged in retail or wholesale (bulk) sale, from the premises, of trees, shrubs, seeds, fertilizers, pesticides, and plant materials primarily for agricultural, residential, and commercial consumers. Such establishments typically sell products purchased from others, but may sell

some material which they grow themselves. Typical uses include nurseries, retail greenhouses, plant stores, and lawn and garden centers.

Neighborhood Convenience Store. Establishments primarily engaged in the provision of frequently or recurrently needed goods for household consumption, such as prepackaged food and beverages, and limited household supplies and hardware. Convenience stores shall not include fuel pumps or the selling of fuel for motor vehicles. Typical uses include neighborhood markets and country stores.

Retail Trade. Establishments engaged in selling goods or merchandise to the general public for personal or household consumption and rendering services incidental to the sale of such goods. These establishments are characterized by the following: 1) they buy and receive as well as sell merchandise, 2) they may process some products, but such processing is incidental or subordinate to the selling activities, and 3) they predominantly sell to customers for their own personal or household use. Retail trade is divided into the following subcategories for the purposes of this ordinance.

- *General Retail:*

- Antiques and collectibles store
- Art gallery
- Bicycle sales and repair
- Book store, music store
- Clothing and accessories
- Craft or needlework shop
- Drugstore, pharmacy
- Electronics and appliance sales and repair
- Florists
- Specialty food store, including bakery, butcher shop, delicatessen, etc.
- Jewelry store
- Hardware store
- News stands, magazine sales
- Pet store
- Photographic equipment and supplies
- Picture framing
- Secondhand store, thrift or consignment store
- Sporting goods store
- Stationery store
- Tobacco store
- Video rental or sales
- Building supplies sales
- Furniture and appliance sales, rental, showrooms
- Grocery, supermarket
- Liquor store

- Warehouse club sales

Shopping Center. A group of commercial establishments planned, constructed, and managed as a total entity with shared access, customer and employee parking provided on-site, provision of goods delivery separated from customer access, aesthetic considerations and protection from the elements.

Wholesaling. Establishments engaged primarily in selling merchandise to retailers, or to industrial, commercial, institutional, or professional business customers, or to other wholesalers, or on a mail order basis to individuals or firms, or which serve as agents or brokers buying merchandise for, or selling merchandise to, individuals and companies.

6. Automotive/Vehicular Uses

Automobile Maintenance Service. Repair of automobiles, non-commercial trucks, motorcycles, motor homes, recreational vehicles, or boats, including the sale, installation, and servicing of equipment and parts. Typical uses include tire sales and installation, wheel and brake shops, oil and lubrication services and similar repair and service activities where minor repairs and routine maintenance are conducted.

Automobile Parts/Supply. Retail sales of automobile parts and accessories. Typical uses include automobile parts and supply stores which offer new and factory rebuilt parts and accessories, and include establishments, which offer minor automobile repair services as an accessory use.

Car Wash. Washing and cleaning of vehicles. Typical uses include automatic conveyor machines and self service car washes.

Commercial Vehicle Repair. Repair of construction equipment, commercial trucks, agricultural implements and similar heavy equipment, including automobiles, where major engine and transmission repairs are conducted. Typical uses include automobile and truck repair garages, transmission shops, radiator shops, body and fender shops, equipment service centers, machine shops, and other similar uses where major repair activities are conducted.

Gasoline Station. Any place of business with fuel pumps and underground storage tanks that provides fuels and oil for motor vehicles. A neighborhood convenience store associated with automobile fuel sales shall be considered a gasoline station.

Parking Facility. Any structure associated with a non-residential use whose purpose is to provide the required off-street parking spaces for a principal use, or any site utilized for parking which constitutes the principal use on a parcel of land. This category also includes community lots, which are established to meet the parking needs in a residential area, and park + ride lots.

Sales and Storage Lots. Establishments engaged in the display for sale or lease of automobiles, trucks, machinery, recreational vehicles and manufactured homes, including auto dealerships or the farm commercial storage of privately owned trailers, boats, campers, or similar vehicles.

7. Outdoor Recreation

Campgrounds and Trailing. Establishments engaged in providing overnight or short-term sites for the placement of recreational vehicles or temporary housing, with or without facilities such as water and electricity.

Golf Course. A tract of land for playing golf, improved with tees, greens, fairways, hazards, and which may include clubhouses and shelters. Included would be executive or par 3 golf courses. Specifically excluded are independent driving ranges or miniature golf facilities, which are classified as Outdoor Recreation Facilities.

Marina. A facility for storing, servicing, fueling, berthing, and securing and launching of private pleasure craft that may include the sale of fuel and incidental supplies for the boat owners, crews, and guests.

Outdoor Entertainment. An outdoor facility developed for entertainment, amusement, or tourist purposes which typically involve large areas of land and concentrated traffic peaks oriented towards events at the facility, including drive-in theaters, amphitheaters, outdoor concert halls, or theme parks.

Outdoor Recreation Facility. A commercial recreation facility that is primarily an open-air facility, such as baseball fields, swimming pools, skating rinks, golf driving ranges, or miniature golf facilities.

Parks and Open Areas. Uses of land focusing on natural areas, large areas consisting mostly of vegetative landscaping or outdoor recreation, community gardens, or public squares. Lands tend to have few structures. Accessory uses include, but are not limited to, clubhouses, maintenance facilities, concessions, caretaker's quarters, gazebos, pavilions, band shells, and parking. Examples include parks, public squares, plazas, recreational trails, botanical gardens, boat launching areas, nature preserves, and land used for grazing that is not part of a farm or ranch.

Restricted Recreation. Commercial recreation facilities that are of greater nuisance than conventional outdoor athletic facilities because of 1) the noise and traffic volumes they may generate, 2) the glare they produce, or 3) the potential danger they may create from flying objects or the use of weapons. This category includes such uses as amusement parks, racetracks (auto, go-cart, motorcycle) or ranges (skeet, rifle, or archery).

8. Indoor Recreation/Entertainment

Adult Establishment. See §113.02.

Indoor Athletic Facility. A commercial recreation facility that provides completely enclosed or indoor recreation space, such as racquet clubs, indoor skating rinks, swimming pools, or gymnasiums.

Indoor Recreation. Establishment primarily engaged in activities intended to provide personal amusement, with the largest number of patrons typically during the evening hours or on weekends, and where food and refreshments may be provided as an incidental service, including such uses as bowling alleys, billiard, pool, or bingo parlors, amusement arcades, and indoor theaters (live or motion picture).

9. Agricultural and Related Uses

Agricultural Entertainment Business. An agricultural sales business that combines the elements and characteristics of agriculture and tourism, which is not necessarily located in an existing building. Examples of agricultural entertainment include: corn mazes, hay rides, sleigh rides, petting farms, on-farm tours, agricultural related museums, demonstrations of farming practices, techniques and methods, fee-based fishing and hunting, horseback riding, nature trails, haunted barns and similar activities which are related to agriculture.

Agricultural Production. Establishments engaged in the production of crops, plants or vines, including agro forestry, or establishments which are engaged in the keeping, grazing, or feeding of livestock for sale, value increase, or livestock increase.

Agricultural Sales Business. The retail sale of fresh fruits, vegetables, flowers, herbs, trees, or other agricultural, floricultural, or horticultural products. The operation may be indoors or outdoors, include pick-your-own or cut-your-own opportunities, and may involve the ancillary sale of items considered accessory to the agricultural products being sold or accessory sales of unprocessed foodstuffs; home processed food products such as jams, jellies, pickles, sauces; or baked goods and homemade handicrafts. The floor area devoted

to the sale of accessory items shall not exceed 25% of the total floor area. No commercially packaged handicrafts or commercially processed or packaged foodstuffs shall be sold as accessory items. No activities other than the sale of goods as outlined above shall be allowed as part of the agricultural sales business.

Agricultural Services. Establishments that perform services which support or assist the agricultural community, such as soil preparation services, crop services, farm management services, or breeding services on a fee or contract basis, along with experimental farms for research or educational purposes. This category is intended to apply where agricultural land is located, and may include buildings and other structures that provide office, warehouse, and storage areas for these establishments.

Agricultural Support. Establishments engaged in farm equipment sales and repair, farm produce sales and supply (feed grain, elevators) and small-scale farm product processing, such as cider mills, dairies, poultry or meat processing.

Forestry Operations. The use of land for the raising and harvesting of timber, pulpwood or other forestry products for commercial purposes, including the temporary operation of a sawmill and/or chipper or grinder to process the timber cut from that parcel or contiguous parcels. Excluded from this definition shall be the cutting of timber associated with land development approved by the City which shall be considered accessory to the development of the property.

Greenhouse, Non Retail. A building or structure constructed chiefly of glass, glasslike or translucent material, cloth, or lath, which is devoted to the protection or cultivation of flowers or other tender plants.

Wayside Stand. A temporary structure or vehicle used for the seasonal retail sale of agricultural goods, floriculture, and horticulture produced by the operator of the wayside stand, which is clearly a secondary use of the premises and does not change the character thereof.

10. Industrial and Extractive Uses

Heavy Industrial. Establishments involved in the manufacture, fabrication, processing, compounding, or assembling of materials from raw material or previously processed material. These uses have severe potential for adversely affecting surrounding land uses due to potential environmental impacts related to noise, smoke/particulate emissions, vibration, noxious gases, odor, glare/heat, fire/explosion hazards and waste disposal. In addition, these uses may generate large amounts of truck or auto traffic, may involve the use of large unenclosed production areas, or may require large, tall structures that are unsightly. Heavy industrial uses typically involve primary production processes in the area of paper products (pulp mills), food processing (slaughterhouse, meat packing plant), chemicals (manufacture of inorganic chemicals, resins, plastics, paints, fertilizers, explosives, ink), petroleum products (refineries, bulk storage), primary metals (blasting, smelting, rolling), machinery and equipment manufacture (auto assembly, engines, construction equipment), leather (storing, curing, tanning), gravel based products (manufacture of bricks, concrete, abrasives), and lumber products (saw mills).

Landfill. A disposal site employing an engineered method of disposing solid wastes in a manner that minimizes environmental hazards by spreading, compacting to the smallest volume, and applying cover material over all exposed waste at the end of each operating day.

Laundry Plant. Establishments primarily engaged in the provision of laundering, cleaning, or dyeing services other than those classified as Personal Services. Typical uses include bulk laundry and cleaning plants, diaper services, and linen supply services.

Light Industrial. Establishments involved in the processing, fabrication, assembly, or compounding of products where the process involved is relatively clean and nuisance free,

usually completely enclosed, and with limited environmental effects. These uses can be made compatible with surrounding areas through landscape screening and through separation required by yard and height limitations. Typically, these uses result in the creation of finished products for sale on a wholesale basis to retailers or directly on a retail basis, and include uses in the following areas: lumber products (millwork, cabinet-making), electronics, textiles, printing and publishing services, bottling works, carpet and rug cleaning, furniture manufacture, paper (final processing of stationery, bags, etc., from purchased bulk stock), light metal finishing and light machining, rubber and plastics (compounding processed resins, molding plastics), gravel based products (pottery, cutting, finishing granite, firing and decorating clay products), and ice manufacturing.

Motor Freight and Warehousing. Establishments engaged primarily in either the storage or shipment of goods and materials, including terminal facilities for handling freight, and maintenance facilities in which the trucks (including tractor trailer units) involved with the operation of the business are stored, parked and serviced. Materials within a warehouse or terminal facility may be combined, broken down, or aggregated for trans-shipment or storage purposes where the original material is not chemically or physically changed.

Non-Production Industrial. Establishments that normally are considered industrial in character even though they are not involved in the manufacturing or processing of products. These uses generate negative impacts largely through their need for outside storage of equipment and materials, the large expanse of land needed for this storage, and the creation of dirt, dust and noise, along with intermittent truck traffic. These uses generally can be made compatible through landscape screening and the imposition of limited performance standards, and thus are not objectionable in most industrial or commercial districts. The types of uses categorized here include contractors yards, lumberyards, utility yards, and public maintenance shops and yards.

Research and Testing. Establishments or other facilities for carrying on investigation in the natural or physical sciences, or engineering and development as an extension of investigation with the objective of creating end products, on a contract or fee basis, and including pilot plant operation.

Resource Extraction. A use involving on-site extraction of surface or subsurface mineral products or natural resources. Typical uses are quarries, borrow pits, sand and gravel operations, mining, and soil mining. Specially excluded from this use type shall be grading and removal of dirt associated with an approved site plan or subdivision.

Salvage/Recyclable Center. Land or buildings where waste, discarded, salvaged, or recyclable materials are bought, sold, stored, exchanged, sorted, cleaned, packed, disassembled or handled on a commercial basis, including but not limited to, scrap metal, aluminum, rags, paper, rubber products, glass products, lumber products and products resulting from the wrecking of automobiles or other vehicles. Any site containing two or more unregistered, inoperable motor vehicles is classified as a salvage center.

11. Utilities, Transportation and Communications

Air Transportation. Establishments engaged in domestic, emergency, or foreign transportation of passengers or goods by air, including airports, flying fields, rotorcraft terminals, as well as any associated terminal facilities.

Broadcasting or Communication. Any unstaffed facility for the transmission and/or reception of radio, television, radar, cellular telephone, personal paging device, specialized mobile radio (SMR), and similar services. A Broadcasting or Communication Facility usually consists of an equipment shelter or cabinet, a support tower or other structure used to achieve the necessary elevation, and the transmission or reception devices or antenna. Broadcasting or communication facilities include wireless communications facilities and wireless communications towers as defined in §11.01.

Essential Services. Overhead, aboveground or underground electrical, gas, steam or water transmission or distribution systems and structures of collection, communication, supply or disposal systems and structures used by public utilities or governmental departments or commissions or as are required for the protection of the public health, safety or general welfare, including towers, poles, wires, mains, drains, sewer pipes, conduits, cables, fire alarm boxes, police call boxes and accessories in connection therewith but not including buildings.

Local Transit. Establishments primarily engaged in furnishing local and suburban passenger transportation, including taxicabs, passenger charter services, school buses, and terminals (including service facilities) for motor vehicle passenger transportation.

Railroad Transportation. Establishments engaged in domestic freight and passenger transportation by rail, and including railroad yards, freight stations and switching yards.

12. Accessory Uses

Bed and Breakfast. A private, owner-occupied residence that contains no more than five (5) guestrooms where lodging, with or without meals, is provided for compensation.

Domestic Pets. The keeping of small domestic animals, such as dogs, cats, birds, rodents, fish, etc., not primarily for produce or value increase, but rather for show, sport, or as pets.

Family Day Care. A residence licensed by the Minnesota Department of Human Services in which no more than ten children at any one time receive care, maintenance and supervision by someone other than their relatives or legal guardians for less than 24 hours per day.

Group Family Day Care. A residence licensed by the Minnesota Department of Human Services in which at least 11 but not more than 14 children receive care, maintenance and supervision by someone other than their relatives or legal guardians for less than 24 hours per day.

Home Occupations. Any gainful occupation or profession engaged in by the occupant, only, of a dwelling when carried on within a dwelling unit or in an accessory building, provided that no signs other than those normally utilized in a residential district are present, no stock in trade is stored on the premises, that no over-the-counter retail sales are involved, and entrance to the home occupation is or can be gained from within the structure. Uses include professional office, hairdressing, or teaching limited to 3 students at any time, and similar uses. A home occupation shall not be interpreted to include barber shops, beauty shops, tourist homes, restaurants, disorderly house as defined by M.S. 609.33, Subd. 1, as it may be amended from time to time, or similar uses. No home occupation shall be permitted that creates the need for more than 3 parking spaces at any given time in addition to the parking spaces required by the occupants. Home occupations shall not be carried on except between the hours of 7:00 a.m. and 10:00 p.m.

Kennel, Private. The keeping, breeding, raising, showing or training of 4 or more dogs over six months of age for personal enjoyment of the owner or occupants of the property, and for which commercial gain is not the primary objective.

Merchandise Parties. Private parties held for the purpose of soliciting sales. Merchandise parties shall include but not be limited to Tupperware, Mary Kay, and Avon parties.

Stable, Private. The keeping, breeding, or raising of horse or ponies exclusively for the personal use and enjoyment of the owner or occupant of the property or the riding of horses or ponies by the owner or occupant of the property and their guests.

Solar Equipment. Any solar collector, skylight, or other solar energy device whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating, cooling, water heating, or for power generation.

Swimming Pools. Any permanently located pool, used for swimming and/or bathing which is over 24 inches in depth, or which has a surface area exceeding 150 square feet.

Temporary Sales. Any isolated or occasional display and sale of used personal property or home-crafted items conducted on residential premises by the occupant of the residential property. Temporary sales shall include rummage sales, basement sales, yard sales, porch sales, craft sales, garage sales, and seasonal boutiques.

SECTION 4. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, as follows:

§ 154.030 CLASSIFICATIONS.

For the purpose of this chapter, all land in the city is divided into zoning districts. The zoning districts shall be identified by the following classifications, including those districts identified in §154.350:

| | |
|---------------|---|
| (A) AG or A | Agriculture |
| (B) HD-A-BP | Agricultural Business Park Holding District |
| (C) HD-A-SRD | Agricultural Sewered Residential Holding District |
| (D) R-R | Rural Residential |
| (E) HD-RR-BP | Rural Residential Business Park Holding District |
| (F) HD-RR-LB | Rural Residential Limited Business Holding District |
| (G) HD-RR-RAD | Rural Residential Ag Density Holding District |
| (H) HD-RR-SRD | Rural Residential Sewered Residential Holding District |
| (I) R-1 | One-Family Residential |
| (J) HD-R1-RAD | One-Family Ag Density Holding District |
| (K) HD-R1-SRD | One-Family Sewered Residential Holding District |
| (L) R-2 | One- and Two-Family Residential |
| (M) R-3 | Manufactured Home Park |
| (N) HD-R3-URD | Manufactured Home Park Urban Residential Holding District |
| (O) R-4 | Multi-Family Residential |
| (P) RE | Residential Estates |
| (Q) HD-RE-LB | Residential Estates Limited Business Holding District |
| (R) HD-RE-SRD | Residential Estates Sewered Residential Holding District |
| (S) GB | General Business |
| (T) HD-GB-BP | General Business Park Holding District |
| (U) HD-GB-C | General Business Commercial Holding District |
| (V) HD-GB-SRD | General Business Sewered Residential Holding District |
| (W) HB | Highway Business |
| (X) CB | Convenience Business |

| | |
|---------------|---|
| (Y) LB | Limited Business |
| (Z) HD-LB-SRD | Limited Business Sewered Residential Holding District |
| (AA) BP | Business Park |
| (BB) VR-A | Village Residential Agriculture Holding District |
| (CC) VR-GB | Village Residential General Business Holding District |
| (DD) VR-R1 | Village Residential One-Family Holding District |
| (EE) VR-RR | Village Rural Residential Holding District |
| (FF) PF | Public and Quasi-Public Open Space |
| (GG) OP | Open Space Preservation District |
| (HH) OZD | Overlay Zoning Use District |

(1997 Code, § 300.07 Subd. 1) (Am. Ord. 97-192, passed 6-19-2007; Am. Ord. 97-195, passed 7-17-2005)

Cross-reference:

Open Space Preservation District, see Ch. 150

§ 154.031 BOUNDARIES.

~~The boundaries of these districts are defined and established as shown on the map entitled "Zoning District Map," which map is available for viewing at the city offices. Unless otherwise indicated by relation to established lines, points or features, the district boundary lines are the center lines of streets, alleys, or railroad rights-of-way, existing or extended. Please see §154.351.~~

~~(1997 Code, § 300.07 Subd. 2)~~

§ 154.032 ZONING DISTRICT MAP.

~~(A) Please see § 154.351. The boundaries of the districts as established by this chapter are as shown on the zoning district map, which is available to view at the city offices. The map is designated as the "official zoning map" of the city and shall be maintained as provided in this chapter by the Zoning Administrator. The district boundary lines on the map are intended to follow street right-of-way lines, street center lines, or lot lines unless the boundary line is otherwise indicated on the map. In the case of unsubdivided property or in any case where street or lot lines are not used as boundaries, the district boundary lines shall be determined by use of dimensions or the scale appearing on the map. All of the notations, references, and other information shown on the map shall have the same force and effect as if fully set forth in this chapter and are made a part of this chapter by reference and incorporated in this code as fully as if set forth at length. Whenever any street or other public way is vacated, any zoning district line following the center line of the vacated street or way shall not be affected by the vacation. Wherever "SUP" appears on the zoning district map it indicates a conditional use permit under this chapter.~~

~~(B) When any permit is issued for a planned unit development or any other permit which affects any zoning district in a substantial way, the permit shall be coded and noted on the zoning district map by the Zoning Administrator so as to clearly indicate the use permitted which may not otherwise be clearly evident from the map or text of this chapter.~~

~~(C) When conflicts appear in this chapter with respect to permitted uses within a district, the more restrictive provision shall be applied.~~

~~(1997 Code, § 300.07 Subd. 3)~~

SECTION 5. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, by adding the following language (this language is being moved in its entirety from the existing §154.005):

ARTICLE 4 - NON-CONFORMING USES AND STRUCTURES

§154.150 Application

§154.151 Non-Conforming Uses, Buildings, and Structures

§154.150 Application.

- A. *Application; generally.* Except as provided in this chapter, no building or structure shall be erected, moved, altered, or extended and no land, building, or structure or part of the building, shall be occupied or used unless in conformity with regulations specified in this chapter for the district in which it is located.
- B. *Application to existing structures.* This chapter shall not apply to existing buildings and structures, nor to the existing use of any structure, or land to the extent of the use on the effective date of this chapter. This chapter shall apply to any change in use, to any movement of a building or structure, or to any expansion of a structure which may result in the generation of additional sewage for on-site disposal.
- C. Use defined. For the purpose of this chapter, the word USE shall mean:
 1. Any purpose for which a building or other structure or a tract of land may be designed, arranged, intended, maintained, or occupied; or
 2. Any activity, occupation, business, or operation carried on, or intended to be carried on, in a building or other structure, or on a tract of land.

§154.151 Non-conforming uses, buildings and structures.

- A. Definitions.
 1. NON-CONFORMING USE. Any lawful use of land or any lawful use of a building or structure existing on the effective date of this chapter, or any amendment to this chapter which use does not conform with the regulations for the district in which it is located after the effective date of this chapter or the amendment.
 2. SUBSTANDARD BUILDING or SUBSTANDARD STRUCTURE. Any building or structure lawfully existing on the effective date of this chapter or any intendment to this chapter, which building or structure does not conform with the regulations, including dimensional standards, for the district in which it is located after the effective date of this chapter or the amendment.
- B. *Preservation of non-conforming uses.* Except as provided in this chapter, the lawful use of land or the lawful use of a building or structure existing on the effective date of this chapter or on the effective date of any amendment to this chapter may be continued although the use does not conform to the provisions of this chapter, except as otherwise provided in this division.
- C. *Preservation of dimensionally substandard buildings or structures.* Except as provided in this chapter, buildings structures lawfully existing on the effective date of this chapter or on the effective date of any amendment to this chapter may be maintained although the building or structure does not conform to the dimensional standards of this chapter. However, any such building or structure shall not be altered or improved beyond normal maintenance, except that any lawful dimensional substandard residential building, accessory building, or structure may be altered or improved if the existing substandard dimension relates only to setback requirements and does not exceed the 10% of the minimum setback requirements.

Additionally, the alteration or improvement shall conform to all of the provisions of this chapter and shall not increase the existing substandard dimensions.

- D. *Unlawful uses, buildings, and structures.* No unlawful use of property existing on the effective date of this chapter or any amendment to this chapter, nor any building or structure which is unlawfully existing on the effective date shall be deemed a non-conforming use or a non-conforming building or structure.
- E. *Permit holders and permit applicants.* Any non-conforming structure that is ready for or under construction on the effective date of this chapter or any amendment to this chapter may be completed and occupied in accordance with the requirements of any valid building permit issued for the construction prior to the effective date.
- F. *Change from one non-conforming use to another.* A non-conforming use may be changed only to a use permitted in the district in which it is located; except that if no structural alterations are made, a non-conforming use of a building may be changed to another non-conforming use of the same or a more restrictive classification, and provided the change is approved by the Board of Adjustment and Appeals as provided in this chapter. Once changed to a conforming use, no building or land shall be permitted to revert to a non-conforming use.
- G. *Change of use with approval of the Board of Adjustment.* A non-conforming use all or partially conducted in a building or buildings, may be changed to another non-conforming use only upon determination by the Board of Adjustment, after a public hearing, that the proposed new use will be no more detrimental to its neighborhood and surroundings than is the use it is to replace. In determining relative detriment, the Board of Adjustment shall take into consideration, among other things: traffic generated; nuisance characteristics, such as emission of noise, dust, and smoke; fire hazards; and hours and manner of operation.
- H. *Restoration of non-conforming building or structure.* A non-conforming building or which is damaged or destroyed by fire, flood, wind, earthquake, or other calamity may be restored and the occupancy or use of the building, structure, or part of the structures which existed at the time of the partial destruction, may be continued or resumed, provided that the restoration is started within a period of 1 year and is diligently prosecuted to completion, unless the damage to the building or structure is equal to 50% or more of the replacement cost of the structure (as determined by the Building Official), in which case, the reconstruction shall conform to the provisions of this chapter.
- I. *Abandonment of use.* When any non-conforming use of land or of a building or structure is abandoned for a period in excess of 1 year, the land, building, or structure shall, subsequently be used only as provided by this chapter.

(1997 Code, § 300.05)

SECTION 5. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, by adding the following language:

ARTICLE 8 - ZONING DISTRICTS AND ZONING MAP

§154.350 Division into Districts
§154.351 Zoning Map
§154.352 Consistency with Comprehensive Plan

§154.152 Division into Districts.

- A. *All areas zoned.* The incorporated areas of Lake Elmo are hereby divided into the following zoning districts:

Table 8-1: Zoning Districts

| Zoning District | | Reference |
|-----------------|---|-----------|
| A | Agriculture | 154.400 |
| RR | Rural Residential | 154.400 |
| RS | Rural Single Family | 154.400 |
| RE | Residential Estate | 154.400 |
| OP | Open Space Preservation | 154.650 |
| OP-A | Open Space Preservation - Alternative Density | 154.700 |
| LDR | Urban Low Density Residential | 154.450 |
| MDR | Urban Medium Density Residential | 154.450 |
| HDR | Urban High Density Residential | 154.450 |
| VMX | Village Center - Mixed Use | 154.500 |
| C | Commercial | 154.550 |
| CC | Convenience Commercial | 154.550 |
| LC | Neighborhood Office/Limited Commercial | 154.550 |
| BP | Business Park/Light Manufacturing | 154.550 |
| P | Civic/Public | 154.600 |
| OSP | Open Space and Parks | 154.600 |
| FSO | Future Sewer Overlay | 154.750 |

- B. *Annexed areas.* Any land that is annexed into the city shall be included in the A Agriculture District until such time as the City Council amends the Comprehensive Plan to include the new area, and rezones it to another district.

§154.153 Zoning Map.

- A. The location and boundaries of the districts established by this chapter are set forth on the Official Zoning Map, which is hereby incorporated as part of this chapter, and which is on display in the Planning Department.
- B. District boundary lines recorded on the zoning map are intended to follow lot lines, the centerline of streets or alleys, the centerlines of streets or alleys projected, railroad rights-of-way lines, the center of watercourses or the corporate limit lines as they exist at the time of the enactment of this chapter.

- C. Whenever any street, alley or other public way is vacated, the zoning district adjoining that of such vacated street, alley or public way shall be automatically extended to the center of such vacated area and all area included therein shall be then and henceforth subject to all regulations of the extended district.
- D. It shall be the responsibility of the Planning Director to maintain and amend the zoning map. The Director of Planning shall make any corrections or amendments to the map after all of the procedures outlined in Section 154.020 of this chapter for the making of such revisions or amendments shall have followed by the Planning Commission and the City Council.
- E. Amendments to the Official Zoning Map shall be recorded on the map within 30 days after adoption by the Council. The copy of the Official Zoning Map shall be displayed in the office of the Planning Department and shall be open to public inspection at all times during which the office is customarily open.

§154.154 Consistency with Comprehensive Plan

The zoning districts in this chapter and the delineation of zoning district boundaries on the zoning map are consistent with the goals and policies of the Lake City Comprehensive Plan.

SECTION 6. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, by adding the following language:

Article 10 - URBAN RESIDENTIAL DISTRICTS

-
- §154.450 Purpose and District Descriptions
 - §154.451 Permitted and Conditional Uses
 - §155.452 Lot Dimensions and Building Bulk Requirements
 - §155.453 Dimensional Requirements and Preservation of Open Space
 - §155.455 Site Design and Development Standards
 - §155.456 Accessory Uses and Structures
 - §155.457 Residential Accessory Structures
 - §155.458 Accessory Uses
 - §155.459 Accessory Uses and Structures Not Listed

§154.450 Purpose.

The urban residential districts are established to provide areas for residential development that are served by public sewer and water services in accordance with the City's Comprehensive Plan. The objectives of these districts are to preserve and enhance the quality of living in residential neighborhoods, to regulate structures and uses which may affect the character or desirability of residential areas, to encourage a variety of dwelling types and locations and a range of population densities consistent with the City's Comprehensive Plan, and to ensure adequate light, air, privacy and open space. The residential districts and their purposes are as follows:

- A. *LDR Urban Low Density Residential District.* The LDR district provides an environment of predominantly single-family dwellings on moderately sized lots, and is designed to be the most restrictive of the urban residential districts. The LDR district is intended to provide areas for lower density residential development within the City's planned sewer development areas, and may be used to provide a transition between rural development areas and the City's urban development and districts. Densities shall range from two (2) to four (4) units per acre; however, the overall density for a specific development area must be consistent with the net densities specified in the Comprehensive Plan. The lot size and other district standards allow for the creation of smaller lots with the expectation that common open space will be provided within developments that exceed the base densities (at low end of the land use density range) within the Comprehensive Plan.

- B. *MDR Urban Medium Density Residential District.* The MDR district is established to provide for a diversity of housing types in those areas where such development is consistent with the medium density residential designation of the comprehensive plan and compatible with the development pattern of the surrounding area. Clustering of buildings to permit more orderly development and to preserve open space within new developments is encouraged. Development within the district shall occur at densities in the range of four (4) to seven (7) dwelling units per acre, with two-family dwellings and townhouses permitted. The City will determine the allowed density for a piece of property at the time of the development application, and this determination will be based upon the site-specific characteristics of the property and the requested development. Factors to be considered in increasing or decreasing the allowed density include the existing environmental conditions such as wetlands, floodplains, steep slopes, significant trees; the specific site plan; the amount of open space preserved, and the type of housing units proposed, including whether greater density is desirable because the development contains housing that is consistent with the City's housing goals. The burden of establishing the appropriateness of the high end of the density range will be on the applicant.
- C. *HDR Urban High Density Residential District.* The HDR district is established to provide for an environment of moderate to high-density attached and multi-family housing, designed to present an attractive appearance to neighboring streets and adjacent uses, to include sufficient private and semi-private outdoor space, and to be well integrated into their surroundings. Small office and service businesses of limited size and extent may be allowed as conditional uses. The HDR district is appropriate as a transition between commercial or industrial districts and surrounding neighborhoods, and in already developed higher-density areas. Development within the district may occur at densities in excess of seven (7) dwelling units per acre, provided the overall densities for within a development area are consistent with the net densities specified in the Comprehensive Plan and that a density analysis is used consistent with the purpose statement for the MDR district.

§154.451 Permitted and Conditional Uses.

Table 10-1 lists all permitted and conditional uses allowed in the urban residential districts. "P" indicates a permitted use, "C" a conditional use. Uses not so indicated shall be considered prohibited. Cross-references listed in the table under "Standards" indicate the location within this Ordinance of specific development standards that apply to the listed use.

- A. *Combinations of uses.* Principal and accessory uses may be combined on a single parcel. A principal and secondary dwelling unit may be combined according to the standards of Section 154.456. Single-family attached or multi-family complexes designed for rental or condominium occupancy, typically include multiple units and buildings on a single parcel.

Table 10-1: Permitted and Conditional Uses, Residential Districts

| | LDR | MDR | HDR | Standard |
|---|-----|-----|-----|-------------|
| Residential Uses | | | | |
| Household Living | | | | |
| Single-family detached dwelling | P | P | P | 154.454.B,H |
| Two-family dwelling | - | P | P | 154.454.E |
| Single-family attached dwelling | - | P | P | 154.454.F,J |
| Multifamily dwelling (<i>rental or condominium</i>) | - | C | P | 154.454.G,K |
| Secondary dwelling | C | C | C | 154.454.C |
| Live-work unit | - | - | C | 154.454.L |

Table 10-1: Permitted and Conditional Uses, Residential Districts

| | LDR | MDR | HDR | Standard |
|--|-----|-----|-----|-------------|
| Manufactured home park | - | C | - | 155.102.B |
| Group Living | | | | |
| Group Home | P | P | P | 155.102.C |
| Group Residential Facility | - | C | C | 155.102.D |
| Halfway House | - | - | C | 155.102.D |
| Congregate Housing | - | C | C | 155.102.E |
| Semi-Transient Accommodations | - | C | C | 155.102.F |
| Public and Civic Uses | | | | |
| Community Services | - | - | C | 155.103.C |
| Day Care Center | - | C | C | 155.103.D |
| Schools, Public and Private | C | C | C | 155.103.E |
| Services | | | | |
| Offices | - | - | C | 154.454.M |
| Funeral Home | - | - | C | 154.454.I |
| Personal Services | - | - | C | 154.454.M |
| Nursing and Personal Care | - | - | C | 155.104.C |
| Sales of Merchandise | | | | |
| Neighborhood Convenience Store | - | - | C | 154.454.N |
| Wayside Stand | P | P | P | 154.454.D |
| Outdoor Recreation | | | | |
| Golf Course | C | - | - | 155.107.B |
| Outdoor Recreation Facility | - | - | - | 155.107.E |
| Parks and Open Areas | P | P | P | |
| Transportation and Communications | | | | |
| Broadcasting or Communication Facility | C | C | C | 155.110.B |
| Accessory Uses | | | | |
| Home Occupation | P | P | P | 155.111.A,B |
| Bed and Breakfast | - | C | C | 155.111.C |
| Domestic Pets | P | P | P | |
| Family Day Care | P | P | P | 155.111.G |
| Group Family Day Care | C | C | C | 155.111.G |
| Temporary Sales | P | P | P | 155.107.B |
| Parking Facility | - | - | P | |

Table 10-1: Permitted and Conditional Uses, Residential Districts

| | LDR | MDR | HDR | Standard |
|---|-----|-----|-----|-----------|
| Solar Equipment | P | P | P | 155.111.I |
| Swimming Pools, Hot Tubs, Etc. | P | P | P | 155.111.J |
| Water-Oriented Accessory Structures | P | P | P | |
| Other Structures Typically Incidental and Clearly Subordinate to Permitted Uses | P | P | P | |

Note: Standards listed in Table 10-1 are listed by Article, Section and Subsection.

§154.452 Lot dimensions and building bulk requirements.

Lot area and setback requirements shall be as specified in Table 10-2, Lot Dimension and Setback Requirements.

Table 10-2: Lot Dimension and Setback Requirements, Residential Districts

| | LDR | MDR | HDR |
|--|-----------------|-----------------|-----------------|
| Minimum Lot Area (sq. ft.) | | | |
| Single Family Detached Dwelling | 8,000 | 7,000 | 5,000 |
| Two-Family Dwelling (per unit) ^a | 5,000 | 4,000 | 3,000 |
| Single-Family Attached (per unit) ^b | - | 4,000 | 2,500 |
| Multi-Family Dwelling (per unit) | - | 4,000 | 1,800 |
| Secondary Dwelling | see 155.102 | | |
| Live-Work Unit | - | - | 3,600 |
| Congregate Housing | - | see 155.102 | see 155.102 |
| Manufactured Home Park | - | see 155.102 | - |
| Minimum Lot Width (feet) | | | |
| Single Family Detached Dwelling | 70 | 60 | 50 |
| Two-Family Dwelling (per unit) ^a | 35 | 30 | 20 |
| Single-Family Attached (per unit) ^b | - | 25 | 20 |
| Multi-Family Dwelling (per building) | - | 75 | 60 |
| Live-Work Unit | - | - | 25 |
| Maximum Height (feet) | | | |
| | 35 | 35 | 50 |
| Maximum Impervious Coverage | | | |
| | 40% | 50% | 75% |
| Minimum Building Setbacks (feet) | | | |
| Front Yard | 25 ^c | 25 ^c | 20 ^c |
| Interior Side Yard ^e | 8 | 8 | 10 ^d |
| Corner Side Yard ^{e,f} | 15 | 15 | 15 |
| Rear Yard | 20 | 20 | 20 |

Notes to Urban Residential Districts Table

- a. Common open space areas may be used in the determining whether or not the minimum lot areas within a development are met, when provided as part of an overall development plan.

- b. Two-family units may be side-by-side with a party wall between them (“twin”) or located on separate floors in a building on a single lot (“duplex”). The per-unit measurements in this table apply to “twin” units, whether on a single lot or separate lots. The standards for single-family detached dwelling shall apply to a “duplex” containing two vertically-separated units on a single lot.
- c. In the case of single-family attached dwellings that are not situated on individual lots, minimum lot size shall be applied to each unit as a measure of density; i.e. 1 unit per 2,500 square feet. This standard is also used for multifamily dwellings.
- d. Single Family Dwellings (both attached and detached) and Two-Family Dwellings may use the side yard setbacks within MDR zoning districts.
- e. In a block where the majority of the block face has been developed with the same or similar setbacks, the front setback for the remaining lots on that block face shall fall within the range established by the existing setbacks.
- f. Side yards setbacks shall apply to the ends of attached or two-family dwellings.
- g. Corner properties: The side façade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street, or the required front yard setback, whichever is less. If no structure exists on the adjacent property, the setback shall be as shown in the table.

§154.453 Dimensional Requirements and Preservation of Open Space

- A. *Averaging of Lot Area.* When lots are clustered within a development to provide common open space, the open space may be used to calculate an average density per lot to determine compliance with the individual lot area requirements.
- B. *Lot Dimension Reductions.* Other reductions in dimensional standards may be considered as part of a Planned Unit Development if these reductions provide for common open space within a development.
- C. *Lots Adjacent to Public Greenway Corridors.* On any lot that abuts a public greenway as depicted in the Comprehensive Plan the minimum setback for all structures, including accessory buildings, shall be the required rear yard setback for the district in which said structure is located.

§154.454 Site Design and Development Standards.

Development of land within the urban residential districts shall follow established standards for traffic circulation, landscape design, parking, signs and other considerations as specified in Articles 5, 6 and 7. The following standards apply to specific uses, and are organized by district.

- A. *Planned Unit Developments, All Urban Residential Districts.* A planned unit development may be submitted for consideration within any residential district, subject to the requirements and standards established in Section 154.800, Planned Unit Developments.
 - 1. A residential development that exceeds 15 units per acre in an HDR Zoning District may be allowed as a Planned Unit Development in accordance with the density bonus provisions of Section 154.800, Planned Unit Developments.
- B. *Single-Family Detached Dwellings, All Urban Residential Districts.* All single-family dwellings shall be at least twenty-four (24) feet in width, at least nine hundred sixty (960) square feet in area, and be placed on a permanent foundation.

- C. *Secondary Dwelling, All Urban Residential Districts.* The purpose of a secondary dwelling is to provide life-cycle housing opportunities for family members or small households of one or two people, while providing more efficient use of large single-family dwellings or large lots.
1. A secondary dwelling unit may be located within a principal structure used as a single-family detached dwelling, above a detached garage, or within a separate detached structure.
 2. There shall be no more than one secondary dwelling unit on the zoning lot.
 3. At least one dwelling unit on the zoning lot shall be owner-occupied.
 4. The minimum lot area shall be two thousand five hundred (2,500) square feet greater than the minimum lot area required for a single-family detached dwelling in the zoning district.
 5. If the secondary unit is included in the principal building, the appearance of the building shall remain that of a single-family dwelling. Any new or additional entrances must face the side or rear of the building.
 6. Whether the secondary unit is an addition to an existing structure or a new detached structure, roof pitch, windows, eaves and other architectural features must be the same or visually compatible with those of the principal building. Exterior finish materials and trim must be the same or closely match in type, size and location the materials and trim of the original building.
 7. A secondary unit within the principal structure shall not contain more than thirty (30) percent of the principal building's total floor area or eight hundred (800) square feet, whichever is less. A detached secondary unit shall not exceed one thousand (1,000) square feet in gross floor area.
 8. Impervious limits for the lot within the zoning district in question shall not be exceeded.
- D. *Wayside Stand, All Urban Residential Districts*
1. No more than one stand per lot shall be permitted.
 2. Adequate off-street parking shall be provided.
- E. *Single-Family Detached Dwelling, All Urban Residential Districts*
1. No parking shall be located in the front yard or between the front façade and the street except on a permitted driveway.
 2. The primary entrance shall be located on the façade fronting a public street.
- F. *Two-Family Dwelling, MDR and HDR Districts*
1. No parking shall be located in the front yard or between the front façade and the street except on a permitted driveway.
 2. Access to the second dwelling unit shall be either through a common hallway with one front entrance, or by means of a separate entrance.
 3. New housing types should be introduced in limited quantities to increase diversity and housing choice, not to replace whole blocks of existing housing. Therefore, no more than one-quarter of the lineal frontage of a developed block may be redeveloped as two-family units, and no further two-family or higher density development is permitted once this threshold is reached. Lineal frontage shall be measured around the entire perimeter of the block.
 4. Two-family dwellings shall be designed to reflect the general scale and character of surrounding buildings on surrounding blocks, including front yard depth, building width height and roof pitch, primary materials, façade detailing and size and placement of window and door openings.

G. *Single-Family Attached Dwelling (Townhouse), MDR District*

1. A maximum of eight (8) units shall be permitted within a single building. Buildings with more than eight (8) units may be allowed as a Conditional Use.
2. Townhouses shall be located on lots in such a way that each individual unit has a minimum of fifteen (15) feet of street frontage. No parking shall be located in the front yard or between the front façade and the street.
 - a. Townhouses that do not meet the minimum requirements for frontage along a street or that have frontage along a private street may be allowed as a Conditional Use.
3. The primary entrance shall be located on the façade fronting a public street unless the townhouses are approved as a Conditional Use under §154.455.G.2.a above; an additional entrance may be provided on the rear or side façade.
4. New housing types should be introduced in limited quantities to increase diversity and housing choice, not to replace whole blocks of existing housing. Therefore, no more than one-quarter of the lineal frontage of a developed block (measured around the entire block perimeter) may be converted to townhouse units, and no further townhouse, two-family or higher-density development is permitted once this threshold is reached.
5. Townhouse units shall be designed to reflect the general scale and character of existing buildings on surrounding blocks, including front yard depth, height and roof pitch, primary materials, façade detailing and size and placement of window and door openings.
6. Common open space for use by all residents or private open space adjacent to each unit shall be provided. Such open space shall comprise a minimum of five hundred (500) square feet per unit.

H. *Multi-Family Building, MDR District*

1. A maximum of eight (8) units shall be permitted within a single building. Buildings with more than eight (8) units may be allowed as a Conditional Use.
2. The multi-family building shall be designed to reflect the general scale and character of buildings on surrounding blocks, including front yard depth, roof pitch, primary materials, façade detailing and size and placement of window and door openings.
3. No parking shall be located in the front yard or between the front façade and the street.
4. New housing types should be introduced in limited quantities to increase diversity and housing choice, not to replace whole blocks of existing housing. Therefore, no more than one-quarter of the lineal frontage of a block (measured around the entire block perimeter) may be developed as multi-family units, and no further multi-family, two-family or townhouse development is permitted on the block once this threshold is reached.
5. Common open space for use by all residents or private open space adjacent to each unit (as a courtyard or balcony) shall be provided. Such open space shall comprise a minimum of three hundred (300) square feet per unit.

I. *Funeral Home, HDR District.* A facility developed after the effective date of this ordinance shall have access to an arterial or collector street of sufficient capacity to accommodate the traffic that the use will generate. A minimum of two access points shall be provided.

1. Additions or new construction shall be designed to reflect the general scale and character of the existing building and surrounding neighborhood, including front yard depth, roof pitch, primary materials, façade detailing and size and placement of window and door openings.

J. *Single-Family Attached Dwelling, HDR District.*

1. A maximum of ten (10) units shall be permitted within a single building. Buildings with more than ten (10) units may be allowed as a Conditional Use.

2. Townhouse dwellings shall be located on lots in such a way that each individual unit has a minimum of fifteen (15) feet of street frontage. No parking shall be located in the front yard or between the front façade and the street.
 - a. Townhouses that do not meet the minimum requirements for frontage along a street or that have frontage along a private street may be allowed as a Conditional Use.
3. The primary entrance shall be located on the façade fronting a public street unless the townhouses are approved as a Conditional Use under §154.455.J.2.a above; an additional entrance may be provided on the rear or side façade.
4. Common open space for use by all residents or private open space adjacent to each unit shall be provided. Such open space shall comprise a minimum of three hundred (300) square feet per unit.

K. *Multi-Family Building, HDR District*

1. No parking shall be located in the front yard or between the front façade and the street.
2. Common open space for use by all residents or private open space adjacent to each unit (as a courtyard or balcony) shall be provided. Such open space shall comprise a minimum of two-hundred (200) square feet per unit.

L. *Live-Work Unit, HDR District.* The purpose of a live-work unit is to provide a transitional use type between a home occupation and a larger commercial enterprise, and to provide neighborhood-oriented commercial services, while maintaining a generally residential character in which the work space is subordinate to the residential use.

1. The work space component shall be located on the first floor or basement of the building.
2. The dwelling unit component shall maintain a separate entrance located on the front or side facade and accessible from the primary abutting public street.
3. The work space component of the unit shall not exceed thirty (30) percent of the total gross floor area of the unit.
4. A total of two off-street parking spaces shall be provided for a live-work unit, located to the rear of the unit or underground/enclosed.
5. The size and nature of the work space shall be limited so that the building type may be governed by residential building codes. An increase in size or intensity beyond the specified limit on floor area would require the building to be classified as a mixed-use building.
6. The business component of the building may include offices, small service establishments, home crafts which are typically considered accessory to a dwelling unit, or limited retailing (by appointment only) associated with fine arts, crafts, or personal services. It may not include a wholesale business, a manufacturing business, a commercial food service requiring a license, a limousine business or auto service or repair for any vehicles other than those registered to residents of the property.
7. The business of the live-work unit must be conducted by a person who resides on the same lot. The business shall not employ more than two (2) workers on-site at any one time who live outside of the live-work unit.

M. *Offices or Personal Services, HDR District.* The establishment shall not exceed three thousand (3,000) square feet in size, and may be located within a multi-family building or a free-standing building.

1. Additions or new construction shall be designed to reflect the general scale and character of surrounding buildings, including front yard depth, roof pitch, primary materials, façade detailing and size and placement of window and door openings.
2. No parking shall be located in the front yard or between the front façade and the street.

3. No building shall be constructed and no residential building shall be wholly or partially converted to such a use within a distance of three hundred (300) feet from any other retail or service business on the same street within the HDR District.

N. *Neighborhood Convenience Store, HDR District.*

1. The establishment shall not exceed three thousand (3,000) square feet in size, and may be located within a multi-family building or a free-standing building.
2. Additions or new construction shall be designed to reflect the general scale and character of existing buildings on surrounding blocks, including front yard depth, roof pitch, primary materials, façade detailing and size and placement of window and door openings.
3. No parking shall be located in the front yard or between the front façade and the street.
4. The use shall occupy a corner property. Any freestanding building developed on such a property shall have a minimum setback of ten (10) feet from each right-of-way line.
5. No building shall be constructed and no residential building shall be wholly or partially converted to such a use within a distance of five hundred (500) feet from any other retail or service business on the same street within the HDR District.

§154.455 Accessory Uses and Structures.

Accessory uses are listed in the Urban Residential District Use Table as permitted or conditional accessory uses. Accessory uses and structures in the urban residential districts shall comply with the following standards and all other applicable regulations of this ordinance:

- A. *Phasing.* No accessory use or structure shall be constructed or established on any lot prior to the time of construction of the principal use to which it is accessory.
- B. *Incidental to Principal Use.* The accessory use or structure shall be incidental to and customarily associated with the principal use or structure served.
- C. *Subordinate to Principal Use.* The accessory use or structure shall be subordinate in area, extent, and purpose to the principal use or structure served.
- D. *Function.* The accessory use or structure shall contribute to the comfort, convenience, or necessity of the occupants of the principal use or structure served.
- E. *Location.* The accessory use or structure shall be located on the same zoning lot as the principal use or structure.

§154.456 Residential Accessory Structures.

In all residential districts, the design and construction of any garage, carport, or storage building shall be similar to or compatible with the design and construction of the main building. The exterior building materials, roof style, and colors shall be similar to or compatible with the main building or shall be commonly associated with residential construction.

- A. *Attached structures.* An accessory structure shall be considered attached, and an integral part of, the principal structure when it is connected by an enclosed passageway. All attached accessory structures shall be subject to the following requirements:
 1. The structure shall meet the required yard setbacks for a principal structure, as established for the zoning district in which it is located.
 2. The structure shall not exceed the height of the principal building to which it is attached.
- B. *Attached Garages.*
 1. Attached garages are encouraged to be side or rear loaded. If facing the primary street, garages shall be designed using one of the following techniques, unless specific physical conditions on the lot in question require a different approach:

- a. The front of the garage is recessed at least four (4) feet behind the plane of the primary façade; or
 - b. The front of the garage is recessed at least four (4) feet behind a porch if the garage is even with the primary façade; or
 - c. The width of the attached garage shall not exceed 60% of the width of the entire principal building façade (including garage) fronting the primary street.
- 2. Attached garages shall not exceed one thousand (1,000) square feet in area at the ground floor level except by conditional use permit.
- 3. Garage doors or openings shall not exceed fourteen (14) feet in height.
- C. *Detached structures.* Detached accessory structures shall be permitted in residential districts in accordance with the following requirements:
 - 1. Detached accessory structures shall be located to the side or rear of the principal building, and are not permitted within the required front yard or within a side yard abutting a street.
 - 2. Detached garages shall not exceed one thousand (1,000) square feet at ground floor level and shall not exceed a height of twenty-two (22) feet or the height of the principal structure, whichever is higher. The maximum size and height may be increased upon approval of a conditional use permit, provided that lot coverage requirements are satisfied.
 - 3. Pole barns, as defined herein, exceeding one hundred twenty (120) square feet shall be prohibited.
 - 4. No more than thirty (30) percent of the rear yard area may be covered by accessory structures.
 - 5. Garage doors or openings shall not exceed fourteen (14) feet in height.

§154.457 Accessory Uses.

- A. *Exterior Storage in Residential Districts.* All materials and equipment shall be stored within a building or be fully screened so as not to be visible from adjoining properties, except for the following:
 - 1. Laundry drying,
 - 2. Construction and landscaping materials and equipment currently being used on the premises. Materials kept on the premises for a period exceeding six (6) months shall be screened or stored out of view of the primary street on which the house fronts.
 - 3. Agricultural equipment and materials, if these are used or intended for use on the premises.
 - 4. Off-street parking and storage of vehicles and accessory equipment, as regulated in Section 154.095.
 - 5. Storage of firewood shall be kept at least ten (10) feet from any habitable structure and screened from view from adjacent properties.
 - 6. Outdoor parking.
- B. *Temporary Sales.* Temporary sales, also known as yard or garage sales, are permitted in all residential districts, limited to two (2) per calendar year per residence, not to exceed four (4) days in length.

§154.458 Accessory Uses and Structures Not Listed.

Standards for accessory uses and structures that are permitted in all districts, or in all residential buildings in any district, are listed in Article 7, Specific Development Standards. These include uses such as family and group family day care, bed and breakfast facilities, and home occupations, and structures such as swimming pools and solar equipment.

SECTION 7. The City Council of the City of Lake Elmo hereby amends Title XV: Land Usage; Chapter 154: Zoning Ordinance, by adding the following language:

ARTICLE 12 - COMMERCIAL DISTRICTS

| | |
|----------|--|
| §154.550 | Purpose and District Description |
| §154.551 | Permitted, Conditional and Interim Uses |
| §154.552 | Lot Dimensions and Building Bulk Requirements |
| §154.553 | General Site Design Considerations, Commercial Districts |
| §154.554 | Development Standards for Specific Uses |
| §154.555 | Commercial District Design Standards |

§154.550 Purpose and District Descriptions.

The commercial districts are established to provide a range of goods and services for City residents within the City's existing commercial corridors and districts, to promote employment opportunities and the adaptive reuse of existing commercial buildings, and to maintain and improve compatibility with surrounding areas. In all the commercial districts, consideration should be given to building and site design to provide for efficient and well-integrated use of land, ensure compatibility with adjacent residential districts, to control traffic and improve the pedestrian environment. The commercial districts are as follows:

- A. *LC Neighborhood Office/Limited Commercial District.* The purpose of the LC district is to provide for the establishment of limited scale neighborhood commercial centers that offer basic convenience type goods and services to the immediately surrounding residential neighborhoods in areas that are not planned for public sanitary sewer services. Office uses and other business uses are allowable on a limited scale. It is the intent of this district to promote a high quality of business design and development that produces a positive visual image and minimizes adverse effects from traffic congestion, noise, odor, glare, and similar impacts.
- B. *CC Convenience Commercial District.* The CC District is established to provide for smaller scale commercial development and attractive neighborhood shopping centers that are compatible with surrounding residential and business park development, ideally located at the intersection of two or more collector streets or at the intersection of an arterial and collector street. Convenience goods and services are those which are purchased frequently, i.e., at least weekly; for which comparison buying is not required; and which can be sustained in a limited trade area. Such uses include convenience markets, personal services and repair shops. A limited number of other uses, including but not limited to restaurants, gas stations, medical centers, religious institutions, transit-related park-and-ride lots, and facilities with drive-up windows, are also allowed.
- C. *C Commercial District.* The purpose of the C District is to provide for the establishment of commercial and service activities which draw from and serve customers from the entire community or region and are located in areas that are well served by collector or arterial street facilities outside the Village Area. It is intended to allow the widest range of commercial uses, especially those that are oriented towards the travelling public or that need large sites with highway access and visibility. Residential uses may be appropriate as part of a mixed-use commercial development, with unit densities being determined by either the

identified range within the comprehensive plan or to a level deemed appropriate as part of a planned unit development.

- D. *BP Business Park/Light Manufacturing District.* The purpose of the BP District is to provide areas for attractive, high quality business park development primarily for office, high quality manufacturing and assembly, and non-retail uses in developments which provide a harmonious transition to residential development and neighborhoods by: 1) conducting all business activities and essentially all storage inside buildings, 2) consisting of high quality and attractive buildings which blend in with the environment, 3) providing open space, quality landscaping and berming; 4) including berming and buffering of parking, loading docks and other similar functions; and 5) protecting and enhancing the natural environment and 6) providing users with an attractive working environment that is unique in the eastern metropolitan area with immediate access to I-94.

§154.551 Permitted, Conditional and Interim Uses.

Table 12-1 lists all permitted and conditional uses allowed in the commercial districts. "P" indicates a permitted use, "C" a conditional use and "I" an interim use. Uses not so indicated shall be considered prohibited. Cross-references listed in the table under "Standards" indicate the location within this Ordinance of specific development standards that apply to the listed use.

- A. *Combinations of uses.* The following use types may be combined on a single parcel:
1. Principal and accessory uses.
 2. Other permitted or conditional uses allowed within the district may be combined on a single parcel, provided that a unified and integrated site plan is approved. The entire development must be approved as a conditional use.
 3. A mixed-use building that combines permitted or conditionally permitted residential, service, retail and civic uses may be developed meeting the form standards of this Article. Office or studio uses on upper stories are encouraged.

Table 12-1: Permitted, Conditional and Interim Uses, Commercial Districts

| | LC | CC | C | BP | Standard |
|---------------------------------|----|----|---|----|-------------|
| Residential Uses | | | | | |
| Household Living | | | | | |
| Single-family attached dwelling | - | - | C | - | 154.554.A |
| Multifamily dwelling | - | - | C | - | 154.554.B |
| Live-work unit | C | C | C | - | 155.145.E |
| Group Living | | | | | |
| Semi-Transient Accommodations | - | - | C | - | 155.102.F |
| Congregate Housing | - | - | C | - | |
| Public and Civic Uses | | | | | |
| Colleges and Universities | - | - | C | C | 155.103.B |
| Community Service | - | C | C | C | 155.103.C |
| Day Care Center | C | C | C | C | 155.103.D |
| Schools, Public and Private | - | - | C | C | 155.103.E |
| Public Assembly | - | - | C | C | 155.103.F |
| Religious Institutions | - | - | C | - | 155.103.G |
| Services | | | | | |
| Business Services | P | P | P | P | |
| Business Center | P | P | P | P | |
| Offices | P | P | P | P | |
| Commercial Kennel | - | - | C | - | |
| Communication Services | C | C | P | P | |
| Educational Services | P | P | P | P | |
| Financial Institution | P | P | P | P | |
| Funeral Home | - | C | P | - | |
| Lodging | - | - | P | C | 154.554.C |
| Medical Facility | - | - | C | C | 155.104.B |
| Membership Organization | P | P | P | - | |
| Nursing and Personal Care | C | C | C | - | 155.104.C |
| Personal Services | P | P | P | - | |
| Repair and Maintenance Shop | - | - | P | - | 154.554.D |
| Self-Service Storage | - | - | C | C | 155.104.D |
| Trade Shop | - | - | P | - | 154.554.E |
| Transportation Services | - | - | - | C | |
| Veterinary Services | P | P | P | C | 154.554.F |
| Food Services | | | | | (154.554.K) |
| Standard Restaurant | - | P | P | C | 154.554.L |
| Drive-in Restaurant | - | C | C | - | 155.105.A |
| Drinking & Entertainment | - | C | P | - | 155.105.B |

| | LC | CC | C | BP | Standard |
|--|----|----|---|----|-------------|
| Fast Food Restaurant | - | P | P | C | 154.554.M |
| Sales of Merchandise | | | | | |
| General Retail Sales | C | P | P | C | 154.554.N |
| Building Supplies Sales | - | - | C | - | |
| Warehouse Club Sales | - | - | C | - | |
| Furniture and Appliance Sales | - | - | P | - | |
| Grocery, Supermarket | - | - | P | - | |
| Liquor Store | - | - | P | - | |
| Garden Center | - | - | P | - | 154.554.G |
| Neighborhood Convenience Store | - | P | P | - | |
| Shopping Center | - | P | P | - | |
| Wholesaling | - | - | P | - | |
| Automotive/Vehicular Uses | | | | | |
| Automobile Maintenance Service | - | - | C | - | 154.554.H |
| Automobile Parts/Supply | - | - | P | - | 154.554.H |
| Car Wash | - | - | C | - | |
| Commercial Vehicle Repair | - | - | - | - | 155.155.J |
| Gasoline Station | - | C | C | - | 155.106.B |
| Parking Facility | - | - | C | C | 154.554.I |
| Sales and Storage Lots | - | - | C | - | |
| Outdoor Recreation | | | | | |
| Campgrounds and Trailing | - | - | - | - | 155.107.A |
| Golf Course | - | - | - | - | |
| Marina | - | - | - | - | 155.107.C |
| Outdoor Entertainment | - | - | - | - | 155.107.D |
| Outdoor Recreation Facility | - | - | C | - | 155.107.E |
| Parks and Open Areas | P | P | P | P | |
| Restricted Recreation | - | - | - | - | |
| Indoor Recreation/Entertainment | | | | | |
| Adult Establishment | - | - | - | C | Chapter 113 |
| Indoor Athletic Facility | - | C | P | C | 155.108.B |
| Indoor Recreation | - | - | C | - | 155.108.B |
| Agricultural and Related Uses | | | | | |
| Agricultural Sales Business | - | I | P | - | 154.110 |
| Agricultural Services | - | - | C | - | |
| Agricultural Support | - | - | C | - | |
| Greenhouses - Non Retail | - | - | - | - | |
| Wayside Stand | P | P | P | P | |

| | LC | CC | C | BP | Standard |
|--|----|----|---|----|-------------------|
| Industrial and Extractive Uses | | | | | |
| Heavy Industrial | - | - | - | - | |
| Landfill | - | - | - | - | |
| Light Industrial | - | - | - | C | |
| Non-production Industrial | - | - | - | C | 154.554.J |
| Motor Freight and Warehousing | - | - | - | C | |
| Research and Testing | - | - | - | C | |
| Resource Extraction | - | - | - | - | |
| Salvage/Recyclable Center | - | - | - | - | |
| Transportation and Communications | | | | | |
| Broadcasting and Communications | C | C | C | C | 154.110 - 154.123 |
| Accessory Uses | | | | | |
| Bed and Breakfast | - | - | - | - | 155.111.C |
| Drive-Through Facility | - | C | C | - | 155.111.D |
| Family Day Care | - | - | - | - | 155.111.E |
| Group Family Day Care | - | - | - | - | 155.111.E |
| Home Occupation | - | - | - | - | 155.111.A,B |
| Parking Facility | C | C | P | P | 154.554.I |
| Outdoor Storage | - | - | C | - | |
| Outdoor Display | - | - | C | - | |
| Solar equipment | P | P | P | P | |
| Other structures typically incidental and clearly subordinate to permitted use | P | P | P | P | |

¹ General Retail Sales shall include all of the subcategories identified in the Section 154.012.B.5 under Retail Trade with the exception of those subcategories listed separately in Table 11-1 above.

§154.552 Lot Dimensions and Building Bulk Requirements.

Lot area and setback requirements shall be as specified in Table 12-2 *Lot Dimension and Setback Requirements, Commercial Districts*.

Table 12-2: Lot Dimension and Setback Requirements, Commercial Districts

| | LC | CC | C | BP |
|---|-----------|-----------------|-----------------|-----------------|
| Minimum Lot Area (sq. ft.) | 3.5 acres | 12,000 | 20,000 | 2 acres |
| Minimum Lot Width (feet) | 300 | 75 | 100 | 200 |
| Minimum Lot Depth (feet) | 400 | - | - | - |
| Maximum Height (feet/stories) | 35 | 35 | 45 | 50 ^a |
| Maximum Impervious Coverage | 40% | 60% | 75% | 75% |
| Building Setback Requirements (feet) | | | | |
| Front Yard | 100 | 30 | 30 | 50 |
| Interior Side Yard | 50 | 20 | 10 | 30 |
| Corner Side Yard | 100 | 25 ^c | 25 ^c | 30 |
| Rear Yard | 50 | 30 ^b | 30 ^b | 30 |
| Residential Zones | 150 | 50 | 50 | 150 |
| Parking Setback Requirements (feet) | | | | |
| Front Yard | 50 | 15 | 15 | 30 |
| Interior Side Yard | 50 | 10 | 10 | 15 |
| Corner Side Yard | 50 | 15 | 15 | 30 |
| Rear Yard | 50 | 10 | 10 | 15 |
| Residential Zones | 100 | 35 | 35 | 100 |
| Minimum Building Floor Size (sq. ft.) | 4,000 | - | - | 5,000 |

Notes to Table 11-2

- a. Buildings higher than 50 feet may be allowed through a Conditional Use Permit and would be subject to a separate technical and planning evaluation.
- b. Accessory buildings must be set back 10 feet from property lines.
- c. Corner properties: The side façade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street, or the required front yard setback, whichever is less. If no structure exists on the adjacent property, the setback shall be as shown in the table.

§154.553 General Site Design Considerations, Commercial Districts.

Development of land within the commercial districts shall follow established standards for traffic circulation, landscape design, and other considerations as specified in Articles 5, 6 and 7.

- A. *Circulation.* Internal connections shall be provided between parking areas on adjacent properties wherever feasible.
 - 1. The number and width of curb-cuts shall be minimized. To promote pedestrian circulation, existing continuous curb-cuts shall be reduced to widths necessary for vehicular traffic, and unnecessary or abandoned curb cuts shall be removed as parcels are developed.
- B. *Fencing and screening.* Fencing and screening walls visible from the public right-of-way shall be constructed of materials compatible with the principal structure.
- C. *Lighting design.* Lighting shall be integrated into the exterior design of new or renovated structures to create a greater sense of activity, security, and interest to the pedestrian. All lighting shall be installed in conformance to Section §150.035 through §150.038.
- D. *Exterior Storage.* Exterior materials storage must be screened from view from adjacent public streets and adjacent residential properties, by a wing of the principal structure or a screen wall constructed of the same materials as the principal structure. Height of the structure or screen wall must be sufficient to completely conceal the stored materials from view at eye level (measured at six feet above ground level) on the adjacent street or property.

§154.554 Development Standards for Specific Uses.

The following standards apply to specific uses allowed within the Commercial Districts. Other specific use standards are located in Article 7.

- A. *Single-family attached dwellings, C District.* Limited to areas that are designated as mixed-use in the Comprehensive Land Use Plan.
- B. *Multi-family dwelling units, C District.* Dwelling units (both condominium and rental) are allowed as follows:
 - 1. Within those areas designated as mixed-use in the Comprehensive Plan.
 - 2. On the upper floors or rear or side ground floors of a mixed-use building approved as part of a Planned Unit Development
- C. *Lodging, BP District.* Must incorporate a full-service restaurant and rooms accessible only through interior corridors and be subordinate to a main business complex.
- D. *Repair and Maintenance Shop.* No outdoor storage is permitted.
- E. *Trade Shop.* Exterior materials storage must be totally screened from view from adjacent public streets and adjacent residential properties, by a wall of the principal structure or a screen wall constructed of the same materials as the principal structure.
- F. *Veterinary Services.* All activities must be conducted within an enclosed building. Crematoriums are not allowed.
- G. *Garden Center*
 - 1. The storage or display of any materials or products shall meet all primary building setback requirements of a structure, and shall be maintained in an orderly manner. Screening along the boundaries of adjacent residential properties may be required, meeting the standards of Article 6, Section 155.89.F.
 - 2. All loading and parking shall be provided off-street.
 - 3. The storage of any soil, fertilizer or other loose, unpackaged materials shall be contained so as to prevent any effects on adjacent uses.
- H. *Automobile Maintenance Service and Automobile Parts/Supply.*
 - 1. All vehicle repairs shall be conducted in a completely enclosed building.
 - 2. The storage or display of inoperable or unlicensed vehicles or other equipment shall meet

all setback requirements of a primary structure, and shall be totally screened from view from adjacent public streets and adjacent residential properties.

- I. *Parking Facility, C District.* Structured parking is permitted as a ground floor use within a mixed-use building, provided that it is located on side or rear facades, not facing the primary abutting street. The primary street-facing façade shall be designed for retail, office or residential use.
- J. *Non-Production Industrial, BP District.* Non-production industrial use shall be allowed as a principal use, and may include wholesale and off-premise sales, provided that:
 - 1. The use is served by a street of sufficient capacity to handle the traffic the use will generate.
 - 2. The use includes a retail or office component equal to at least twenty-five (25) percent of the floor area of the use.
 - 3. An appropriate transition area between the use and adjacent property may be required, to include landscaping, screening and other site improvements consistent with the character of the area.
- K. *Outdoor Dining Accessory to Food Services.* Outdoor dining is allowed as an accessory use in the commercial districts, provided that tables do not block a public sidewalk or other walkway needed for pedestrian circulation. A minimum of five (5) feet of sidewalk or walkway must remain open.
- L. *Standard Restaurant, BP District.* Must be incorporated as part of a larger business center or lodging use.
- M. *Fast Food Restaurant, BP District.* Must be incorporated as part of a larger business center or lodging use.
- N. *Retail Trade, BP District.* Limited to uses clearly incidental and accessory to a permitted or conditionally permitted principal use of the land.
 - 1. The compounding, dispensing or sale of drugs, prescription items, patient or proprietary medicine, sick room supplies, prosthetic devices or items relating to any of the permitted or conditionally permitted uses is only allowed when conducted in the building occupied primarily by medical facilities or offices.

§154.555 Commercial District Design Standards.

- A. *Purpose and Intent.* It is the purpose and intent of the city, by the adoption of the performance standards of this article, to ensure commercial buildings constructed within the city are of a high quality of exterior appearance and consistent with the Comprehensive Plan. These standards shall apply to all commercial districts within the city.
 - 1. It is the finding of the city that a limited selection of primary exterior surfacing materials meets this standard of quality.
 - 2. It is the further finding of the city that several specific exterior surfacing materials are appropriate, and of sufficient quality, to be utilized only as accent materials in varying percentages. The variations of percentage of specific accent materials relates to a finding by the city as to the relative quality and rural character of those respective accent materials.
- B. *Architectural and Site Plan Submittals.* New building proposals shall include architectural and site plans prepared by registered architect and shall show the following as a minimum:
 - 1. Elevations of all sides of the buildings;

2. Type and color of exterior building materials;
3. Typical general floor plans;
4. Dimensions of all structures; and
5. Location of trash containers, heating, cooling and ventilation equipment and systems.

C. *Applicability - Structure Additions and Renovation.*

1. Additions to existing structures resulting in an increase of gross floor area of the structure of less than 100%; and/or installation of replacement exterior surfacing of any portion of an existing structure shall be exempt from the standards of this division where it is found that the new or replacement exterior surfacing proposed is identical to that of the existing structure.
2. Where additions to an existing structure result in an increase in the gross floor area of the existing structure of 100% or greater, the entire structure (existing structure and structure addition) shall be subject to the standards of this division.

D. *Performance Standards - Primary Exterior Surfacing.*

1. The primary exterior surfacing of structures shall be limited to natural brick, stone, or glass. Artificial or thin veneer brick or stone less than nominal 4 inches thick shall not qualify as complying with this performance standard.
2. Primary exterior surface shall be defined as not less than 70% of the sum of the area of all exterior walls of a structure nominally perpendicular to the ground. All parapet or mansard surfaces extending above the ceiling height of the structure shall be considered exterior surface for the purposes of this division. Windows and glass doors shall be considered a primary surface, but the sum area of this glass shall be deducted from the wall area for purposes of the 70% primary/30% accent formulas of this chapter. Doors of any type of material, except glass, shall not be considered a primary exterior surface.
3. Each wall of the structure shall be calculated separately and, individually comply with the 70/30 formula.

E. *Performance Standards - Exterior Surfacing Accents.* Not more than 30% of the exterior wall surfacing, as defined by division (D) above, may be of the following listed accent materials, but no single accent *material*, except natural wood, may comprise more than 20% of the total of all accent materials; and, no combustible materials shall be used:

1. Cedar, redwood, wood siding;
2. Cement fiber board;
3. Standing seam metal;
4. Architectural metal;
5. Stucco;
6. Poured in place concrete (excluding "tilt-up" panels);
7. Architectural metal panels; and

8. Porcelain or ceramic tile.

- F. *Performance Standard - Accessory Structures.* All accessory structures shall comply with the exterior surfacing requirements specified by division (D) above.
- G. *Performance Standard - HVAC Units and Exterior Appurtenances.* All exterior equipment, HVAC and trash/recycling and dock areas shall be screened from view of the public with the primary exterior materials used on the principal structure.
- H. *Performance Standard - Visible Roofing Materials.* Any roofing materials that are visible from ground level shall be standing seam metal, fire-treated cedar shakes, ceramic tile, clay tile, concrete or slate.
- I. *Applicability - New Construction.* The standards of this division shall be applicable to all structures and buildings constructed in the city, on and after the effective date of this chapter. The performance standards of this division shall not be in any manner minimized by subsequent planned unit development plans or agreement.

SECTION 8. Effective Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 9. Adoption Date. This Ordinance 2012-62 was adopted on this eighteenth day of September 2012, by a vote of ____ Ayes and ____ Nays.

LAKE ELMO CITY COUNCIL

Dean A. Johnston, Mayor

ATTEST:

Sandie Thone, City Clerk

This Ordinance 2012-62 was published on the ____ day of _____, 2012.



MAYOR AND COUNCIL COMMUNICATION

DATE: September 18, 2012

REGULAR

ITEM #: 10

MOTION Resolution 2012-47

AGENDA ITEM: 2013 Proposed General Levy and Annual Budget

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: City Administrator and Deputy Clerk

SUMMARY AND ACTION REQUESTED: Pursuant to State law regarding the 2012 adoption of the *Preliminary* 2013 General Levy, the City Council is asked to re-affirm their adoption of the *Preliminary* 2013 Levy and Annual Budget discussed and passed on September 11, 2012 at a Special City Council Meeting. To do so, the Council motion and consideration/action should be to:

Move to approve Resolution 2012-047 reaffirming Council action taken on September 11, 2012 adopting the preliminary 2013 General Levy and Annual Budget

BACKGROUND INFORMATION: The City of Lake Elmo has both the legal and fiduciary authority and responsibility under Minnesota State Statute to adopt a Preliminary 2013 General Levy. Typically the City Council adopts a *Preliminary* Annual Budget at the same time. Following such adoption, the City Council may lower, but not raise the General Levy and a final Levy and Budget must be adopted by December 31st, 2012.

STAFF REPORT: At the Special City Council meeting on September 11, 2012, the City Council reviewed an in-depth budget and levy presentation for 2013. After various discussions and review of multiple scenarios, the City Council unanimously agreed that this *Preliminary* Annual Budget would be adopted.

RECOMMENDATION: It is recommended that the City Council pass Resolution 2012-47, thereby approving the Preliminary 2013 General Levy and Annual Budget by undertaking the following motion:

“Move to approve Resolution 2012-047 reaffirming Council action taken on September 11, 2012 adopting the preliminary 2013 General Levy and Annual Budget”

ATTACHMENTS:

1. Resolution 2012-47
2. Preliminary 2013 Budget
3. Preliminary 2013 General Levy & Analysis

**CITY OF LAKE ELMO
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2012-47

**RESOLUTION APPROVING PROPOSED 2012 TAX LEVY, COLLECTIBLE IN 2013
AND
PROPOSED 2013 BUDGET**

WHEREAS, the City Council has conducted budget council workshops and meetings to review the proposed 2012 Tax Levy, collectible in 2013, and the proposed 2013 General Fund Budget; and

WHEREAS, the City is required to adopt a proposed budget for payable 2013 and certify its proposed property tax levy payable in 2013.

BE IT RESOLVED that the City adopts the proposed 2013 General Fund Budget,

BE IT FURTHER RESOLVED by the Council of the City of Lake Elmo, County of Washington, Minnesota that the following proposed sums of money be levied for the current year, collectible in 2013, upon taxable property in the City of Lake Elmo, for the following purposes:

| | |
|-------------------------|-------------------|
| Total General Fund Levy | \$2,491,588 |
| Total G.O. Debt Levy | \$ 484,814 |
| Library Levy | <u>\$ 256,957</u> |
| Total Levy | \$3,233,359 |

BE IT FUTHER RESOLVED that the City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Washington County, Minnesota.

ADOPTED, by the Lake Elmo City Council on the 18th day of September, 2012.

Dean A. Johnston, Mayor

ATTEST:

Sandie Thone
City Clerk

September 10, 2012

Dear Mayor, Members of the City Council, & Taxpayers of Lake Elmo:

I am pleased to present to you the 2013 City of Lake Elmo Budget. This comprehensive document is inclusive of the general operating budget, enterprise budgets (water, sewer, & storm water funds), special funds (internal service funds), and a five-year capital improvement budget (FY 2013-2018). The purpose and intent of this budget document is to create a credible financial blueprint that establishes a real cost of doing business in serving the residents of Lake Elmo.

To accomplish this goal several guiding principles were established. **First**, we have eliminated the annual use of internal service funds that were previously utilized to back stop individual department budgets. The current funds in place will be used to improve our technology and make real property improvements critical to our operations. In their place we have established a contingency fund that we will employ with Council approval for areas that may need additional funds (i.e. winter maintenance) or where operational obsolescence occurs (i.e equipment). **Second**, we relied on five years of historical data and used expense averaging + a reasonable inflation rate to establish a credible cost of operation. **Third**, we acknowledged revenue sources that had been previously overlooked or under-budgeted. **Fourth**, we examined essential services in light of a 1.2% property value reduction and **placed resources where needed**. **Fifth**, we consciously did not add any public works equipment purchases in 2013 in light of our commitment to maintenance and use of shared services / leasing on an as needed basis. *(Note: This budget does allow for the purchase of fire apparatus pending an advisory committee recommendation).*

The General Operating Budget before you includes the addition of 1.0 full time equivalent employee assigned to the Public Works Department and designated as a Park Maintainer. In addition, a seasonal position has been added for right of way (ROW) maintenance. Other new items in the budget include the addition of two voting precincts to relieve congestion during general elections.

The General Operating Budget also includes a \$200,000 or 14% repayment of the City of Lake Elmo's internal planning loan totaling \$1.4 million – an essential component of maintaining the City's Aa2 Bond Rating.

Public Safety operating budgets have remained relatively unchanged due to our excellent partnership with Washington County and the efficiency of the Lake Elmo Fire Department – where we have optimistically budgeted for full staffing.

For the purpose of transparency, the Finance Department has worked diligently on categorizing the utility funds to put everything in its place. Efforts in water bills collection, storm water appeals, and fund reconciliation reflect a healthy cash flow in all accounts. This work also included some fund repair / reconciliation in our high water volume user accounts. The enterprise funds include the addition of a Utility Clerk for the purpose of administration and billing across all accounts.

The 2013 – 2018 Capital Improvement Budget is weighted heavily toward utility installation in 2013 – mainly sewer line placement (as directed by the Metropolitan Council) north on Lake Elmo Avenue and water line extension (as guided by potable water quality needs and development) south on Inwood

Avenue. Both time sensitive projects, have \$1 million of eligible state grants assigned to them if completed by 2014. Staff is currently working on a utility rate and charge structure that will cash flow these investments over a fifteen year financing period. Pro Forma work is expected to be completed by October of 2012, well before final budget adoption in December.

In all, the document before you sets a clear, **essential service** based program of work that allows the City of Lake Elmo to remain one of the lowest taxed communities in the State of Minnesota and one of the lowest staffed per capita communities in the greater metro area.

I want to applaud the staff for their hard work in the construction of this budget, as much of the process was new and required a higher degree of examination of current programming. I think you will find their commitment to efficiency and cost containment a great service to our residents.

Thank you for your consideration,

Dean A. Zuleger
City Administrator

City of Lake Elmo
2013 Proposed Property Tax
Residential Homesteads

2013 Proposed

| | | 2012 | 2013 | Change |
|---------------------------------|----------|-------------|-------------|--|
| Tax Rate: | Flat | 27.280% | 28.037% | 2.8% |
| Total General Fund Levy: | Variable | \$2,442,903 | \$2,491,588 | \$48,685 Result of Property Valuation decrease of 1.2% |
| Debt Service Levies: | Variable | \$410,036 | \$484,814 | \$74,778 |
| Library Levy: | Variable | \$260,078 | \$256,957 | (\$3,121) Decreased 1.2% per WA Cty estimate |
| Total Levy: | Variable | \$3,113,017 | \$3,233,359 | \$120,342 |

2012 CITY PROPERTY TAXES

| Market Value 2012 | Market Value Homestead Exclusion 2012 | Tax Capacity 2012 | City Local Tax Capacity Rate Pay 2012 | Market Value Homestead Credit 2012 | City Property Taxes 2012 |
|----------------------|--|-------------------------|--|---|-----------------------------------|
| \$100,000 | N/A | \$1,000 | 27.280% | (\$80) | \$193 |
| \$300,000 | N/A | \$3,000 | 27.280% | (\$29) | \$789 |
| \$500,000 | N/A | \$5,000 | 27.280% | \$0 | \$1,364 |
| \$700,000 | N/A | \$7,500 | 27.280% | \$0 | \$2,046 |

2013 CITY PROPERTY TAXES

| Market Value 2013 NO CHANGE | Market Value Homestead Exclusion 2013 | Tax Capacity 2013 | City Local Tax Capacity Rate Pay 2013 | Market Value Homestead Credit 2013 | City Property Taxes 2013 | Property Taxes Increase (Decrease) | Percentage Tax Increase (Decrease) |
|-----------------------------------|--|-------------------------|--|---|-----------------------------------|---|---|
| \$100,000 | (\$28,200) | \$718 | 28.037% | N/A | \$201 | \$9 | 4.4% |
| \$300,000 | (\$10,200) | \$2,898 | 28.037% | N/A | \$813 | \$23 | 2.9% |
| \$500,000 | \$0 | \$5,000 | 28.037% | N/A | \$1,402 | \$38 | 2.8% |
| \$700,000 | \$0 | \$7,500 | 28.037% | N/A | \$2,103 | \$57 | 2.8% |

2013 CITY PROPERTY TAXES (WITH 1.2% MARKET VALUE DECREASE)

| Market Value 2013 DECREASE OF -1.2% | Market Value Homestead Exclusion 2013 | Tax Capacity 2013 | City Local Tax Capacity Rate Pay 2013 | Market Value Homestead Credit 2013 | City Property Taxes 2013 | Property Taxes Increase (Decrease) | Percentage Tax Increase (Decrease) |
|--|--|-------------------------|--|---|-----------------------------------|---|---|
| \$98,800 | (\$28,300) | \$705 | 28.037% | N/A | \$198 | \$5 | 2.5% |
| \$296,400 | (\$10,600) | \$2,858 | 28.037% | N/A | \$801 | \$12 | 1.5% |
| \$494,000 | \$0 | \$4,940 | 28.037% | N/A | \$1,385 | \$21 | 1.5% |
| \$691,600 | \$0 | \$7,395 | 28.037% | N/A | \$2,073 | \$27 | 1.3% |

2013 CITY PROPERTY TAXES (WITH 2.2% MARKET VALUE DECREASE)

| Market Value 2013 DECREASE OF -2.2% | Market Value Homestead Exclusion 2013 | Tax Capacity 2013 | City Local Tax Capacity Rate Pay 2013 | Market Value Homestead Credit 2013 | City Property Taxes 2013 | Property Taxes Increase (Decrease) | Percentage Tax Increase (Decrease) |
|--|--|-------------------------|--|---|-----------------------------------|---|---|
| \$97,800 | (\$28,400) | \$694 | 28.037% | N/A | \$195 | \$2 | 0.9% |
| \$293,400 | (\$10,800) | \$2,826 | 28.037% | N/A | \$792 | \$3 | 0.4% |
| \$489,000 | \$0 | \$4,890 | 28.037% | N/A | \$1,371 | \$7 | 0.5% |
| \$684,600 | \$0 | \$7,308 | 28.037% | N/A | \$2,049 | \$3 | 0.1% |

2013 INCREMENTAL SAVINGS IMPACT FOR EACH 1% DECREASE IN MARKET VALUE

| | |
|-----------|--------|
| \$97,800 | (\$3) |
| \$293,400 | (\$9) |
| \$489,000 | (\$14) |
| \$684,600 | (\$24) |

City of Lake Elmo
Budget 2013

| Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|---|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| GENERAL FUND SUMMARY | | | | | | | | |
| <u>Revenues by Classification</u> | | | | | | | | |
| Property Taxes/Franchise Fees | \$2,427,971 | \$2,407,152 | \$2,493,485 | \$2,483,808 | \$2,488,403 | \$2,600,866 | \$2,512,446 | -3.4% |
| Licenses and Permits | \$157,760 | \$261,449 | \$167,960 | \$230,420 | \$181,100 | \$230,316 | \$273,510 | 18.8% |
| Intergovernmental | \$126,250 | \$155,293 | \$126,249 | \$172,750 | \$133,249 | \$137,126 | \$137,038 | -0.1% |
| Charges for Services | \$7,900 | \$13,974 | \$10,400 | \$16,998 | \$10,850 | \$10,105 | \$7,334 | -27.4% |
| Fines | \$52,000 | \$68,897 | \$52,000 | \$63,818 | \$53,000 | \$54,836 | \$60,000 | 9.4% |
| Other | \$77,130 | \$85,043 | \$69,129 | \$94,778 | \$34,384 | \$61,124 | \$47,100 | -22.9% |
| Total Revenues | \$2,849,011 | \$2,991,807 | \$2,919,223 | \$3,062,573 | \$2,900,986 | \$3,094,373 | \$3,037,428 | -1.8% |
| <u>Other Financing Sources</u> | | | | | | | | |
| Transfers in | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| Total Other Financing Sources | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| Total Revenues and Other Financing Sources | \$2,849,011 | \$2,991,807 | \$2,919,223 | \$3,062,573 | \$2,900,986 | \$3,094,373 | \$3,037,428 | -1.8% |
| <u>Expenditures by Program</u> | | | | | | | | |
| General Government | \$970,020 | \$921,590 | \$972,119 | \$1,019,046 | \$965,182 | \$903,196 | \$869,639 | -3.7% |
| Public Safety | \$1,069,704 | \$1,064,174 | \$1,070,422 | \$996,733 | \$1,081,541 | \$1,039,320 | \$1,203,056 | 15.8% |
| Public Works | \$499,333 | \$473,295 | \$501,439 | \$447,630 | \$482,749 | \$458,686 | \$480,567 | 4.8% |
| Culture & Recreation | \$191,104 | \$155,547 | \$193,243 | \$143,049 | \$183,103 | \$165,379 | \$186,165 | 12.6% |
| Compensation Adjustment | \$0 | \$0 | \$0 | \$0 | \$13,411 | \$13,411 | \$0 | N/A |
| Total Expenditures | \$2,730,161 | \$2,614,607 | \$2,737,223 | \$2,606,457 | \$2,725,986 | \$2,579,992 | \$2,739,428 | 6.2% |
| <u>Other Financing Uses</u> | | | | | | | | |
| Transfers Out | \$118,850 | \$126,850 | \$182,000 | \$230,505 | \$175,000 | \$365,000 | \$365,000 | 0.0% |
| Total Other Financing Uses | \$118,850 | \$126,850 | \$182,000 | \$230,505 | \$175,000 | \$365,000 | \$365,000 | 0.0% |
| Total Expenditures and Other Financing Uses | \$2,849,011 | \$2,741,457 | \$2,919,223 | \$2,836,962 | \$2,900,986 | \$2,944,992 | \$3,104,428 | 5.4% |
| Net Change in Fund Balance | \$0 | \$250,350 | \$0 | \$225,611 | \$0 | \$149,381 | (\$67,000) | -144.9% |
| <u>General Fund Balance</u> | | | | | | | | |
| Fund Balance, Beginning of Year | \$2,435,810 | \$2,435,810 | \$2,686,160 | \$2,686,160 | \$2,686,160 | \$2,911,771 | \$2,686,160 | -7.7% |
| Net Change in Fund Balance | \$0 | \$250,350 | \$0 | \$225,611 | \$0 | \$149,381 | (\$67,000) | -144.9% |
| Fund Balance, Ending of Year | \$2,435,810 | \$2,686,160 | \$2,686,160 | \$2,911,771 | \$2,686,160 | \$3,061,152 | \$2,619,161 | -14.4% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--|--------------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| GENERAL FUND | | | | | | | | | |
| <u>Revenues</u> | | | | | | | | | |
| Property Taxes/Franchise Fees | | | | | | | | | |
| 101-000-0000-31010 | Current Ad Valorem Taxes | \$2,360,790 | \$2,122,403 | \$2,409,867 | \$2,271,299 | \$2,442,903 | \$2,390,638 | \$2,413,588 | -1.0% |
| 101-000-0000-31010 | 2008 MVHC Unallotment Recovery | \$19,365 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-31010 | 2009 MVHC Unallotment Recovery | \$35,475 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-31010 | 2010 MVHC Cut Recovery | \$0 | \$0 | \$37,518 | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-31010 | 2011 MVHC Cut Recovery | \$0 | \$0 | \$37,518 | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-31010 | MVHC State Unallotment/Cut | (\$33,759) | \$0 | (\$37,518) | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-31020 | Delinquent Ad Valorem Taxes | \$0 | \$65,911 | \$0 | \$19,395 | \$0 | \$44,915 | \$20,000 | 100.0% |
| 101-000-0000-31030 | Mobile Home Tax | \$8,000 | \$8,596 | \$8,000 | \$9,503 | \$8,000 | \$7,376 | \$8,000 | -8.5% |
| 101-000-0000-31040 | Fiscal Disparities | \$0 | \$169,645 | \$0 | \$143,647 | \$0 | \$112,096 | \$27,169 | 75.8% |
| 101-000-0000-31910 | Penalty & Interest on Taxes | \$0 | \$4,790 | \$0 | \$146 | \$0 | \$5,202 | \$0 | 100.0% |
| 101-000-0000-33620 | Gravel Tax | \$3,100 | \$439 | \$3,100 | \$925 | \$1,000 | \$689 | \$689 | 0.0% |
| 101-000-0000-33622 | Cable Franchise Revenue | \$35,000 | \$35,367 | \$35,000 | \$38,894 | \$36,500 | \$39,950 | \$43,000 | -7.6% |
| Total Property Taxes/Franchise Fees | | \$2,427,971 | \$2,407,152 | \$2,493,485 | \$2,483,808 | \$2,488,403 | \$2,600,866 | \$2,512,446 | 3.4% |
| Licenses and Permits | | | | | | | | | |
| 101-000-0000-32110 | Liquor License | \$7,200 | \$9,875 | \$7,200 | \$10,425 | \$8,000 | \$125 | \$125 | 0.0% |
| 101-000-0000-32180 | Waste hauler License | \$1,000 | \$230 | \$1,000 | \$0 | \$200 | \$200 | \$200 | 0.0% |
| 101-000-0000-32181 | General Contractor License | \$1,800 | \$4,925 | \$2,000 | \$1,725 | \$2,000 | \$0 | \$0 | N/A |
| 101-000-0000-32183 | Heating Contractor License | \$200 | \$0 | \$100 | \$995 | \$50 | \$4,250 | \$4,475 | -5.3% |
| 101-000-0000-32184 | Blacktopping Contractor License | \$60 | \$0 | \$60 | \$0 | \$50 | \$0 | \$0 | N/A |
| 101-000-0000-32210 | Building Permits | \$100,000 | \$153,444 | \$110,000 | \$138,972 | \$115,000 | \$140,155 | \$172,000 | -22.7% |
| 101-000-0000-32220 | Heating Permits | \$3,000 | \$10,465 | \$3,000 | \$10,230 | \$6,000 | \$9,665 | \$13,200 | -36.6% |
| 101-000-0000-32230 | Plumbing Permits | \$3,000 | \$6,591 | \$3,000 | \$6,316 | \$3,500 | \$7,575 | \$7,100 | 6.3% |
| 101-000-0000-32231 | Sewer Permits | \$500 | \$561 | \$500 | \$0 | \$300 | \$0 | \$0 | N/A |
| 101-000-0000-32240 | Animal License | \$2,000 | \$3,073 | \$2,100 | \$2,083 | \$2,000 | \$2,060 | \$2,060 | 0.0% |
| 101-000-0000-32250 | Utility Permits | \$6,000 | \$14,217 | \$6,000 | \$6,248 | \$5,000 | \$3,582 | \$7,200 | -101.0% |
| 101-000-0000-32260 | Burning Permit | \$1,000 | \$1,490 | \$1,000 | \$1,300 | \$1,000 | \$1,175 | \$1,150 | 2.1% |
| 101-000-0000-34104 | Plan Check Fees | \$32,000 | \$56,579 | \$32,000 | \$52,125 | \$38,000 | \$61,529 | \$66,000 | -7.3% |
| Total Licenses and Permits | | \$157,760 | \$261,449 | \$167,960 | \$230,420 | \$181,100 | \$230,316 | \$273,510 | -18.8% |
| Intergovernmental | | | | | | | | | |
| 101-000-0000-33402 | Homestead Credit Aid | \$0 | \$7,022 | \$0 | \$7,879 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-33418 | MSA - Maintenance | \$68,500 | \$77,347 | \$68,500 | \$83,018 | \$75,000 | \$78,789 | \$78,789 | 0.0% |
| 101-000-0000-33420 | State Fire Aid | \$40,000 | \$36,153 | \$40,000 | \$40,692 | \$40,000 | \$40,000 | \$40,000 | 0.0% |
| 101-000-0000-33422 | PERA Aid | \$2,750 | \$2,749 | \$2,749 | \$2,749 | \$2,749 | \$2,749 | \$2,749 | 0.0% |
| 101-000-0000-33426 | Miscellaneous State Grants | \$0 | \$16,434 | \$0 | \$22,824 | \$0 | \$0 | \$0 | N/A |
| 101-000-0000-33821 | Recycling Grant | \$15,000 | \$15,588 | \$15,000 | \$15,588 | \$15,500 | \$15,588 | \$15,500 | 0.6% |
| Total Intergovernmental | | \$126,250 | \$155,293 | \$126,249 | \$172,750 | \$133,249 | \$137,126 | \$137,038 | 0.1% |
| Charges for Services | | | | | | | | | |
| 101-000-0000-34103 | Zoning & Subdivision Fees | \$1,000 | \$7,480 | \$4,000 | \$11,015 | \$5,500 | \$1,152 | \$1,000 | 13.2% |
| 101-000-0000-34105 | Sale of Copies, Books, Maps | \$300 | \$81 | \$200 | \$173 | \$150 | \$171 | \$149 | 12.9% |
| 101-000-0000-34107 | Assessment Searches | \$200 | \$630 | \$200 | \$445 | \$200 | \$785 | \$700 | 10.8% |
| 101-000-0000-34109 | Clean Up Days | \$4,000 | \$3,425 | \$4,000 | \$3,058 | \$3,000 | \$6,512 | \$4,000 | 38.6% |
| 101-000-0000-34111 | Cable Operation Reimbursement | \$2,400 | \$2,358 | \$2,000 | \$2,307 | \$2,000 | \$1,485 | \$1,485 | 0.0% |
| Total Charges for Services | | \$7,900 | \$13,974 | \$10,400 | \$16,998 | \$10,850 | \$10,105 | \$7,334 | 27.4% |
| Fines | | | | | | | | | |
| 101-000-0000-35100 | Fines | \$52,000 | \$68,897 | \$52,000 | \$63,818 | \$53,000 | \$54,836 | \$60,000 | -9.4% |
| Total Fines | | \$52,000 | \$68,897 | \$52,000 | \$63,818 | \$53,000 | \$54,836 | \$60,000 | -9.4% |
| Other | | | | | | | | | |
| 101-000-0000-36200 | Miscellaneous Revenue | \$17,130 | \$17,311 | \$11,129 | \$20,405 | \$6,384 | \$32,310 | \$19,000 | 41.2% |
| 101-000-0000-36201 | Internal Charges (Library procc fee) | NA | NA | NA | \$5,458 | \$0 | \$1,314 | \$600 | 54.3% |
| 101-000-0000-36210 | Interest Earnings | \$60,000 | \$59,710 | \$50,000 | \$59,415 | \$20,000 | \$20,000 | \$20,000 | 0.0% |
| 101-000-0000-36230 | Donations | \$0 | \$8,022 | \$8,000 | \$9,500 | \$8,000 | \$7,500 | \$7,500 | 0.0% |
| Total Other | | \$77,130 | \$85,043 | \$69,129 | \$94,778 | \$34,384 | \$61,124 | \$47,100 | 22.9% |
| Total Revenues | | \$2,849,011 | \$2,991,807 | \$2,919,223 | \$3,062,573 | \$2,900,986 | \$3,094,373 | \$3,037,428 | 1.8% |
| <u>Other Financing Sources</u> | | | | | | | | | |
| 101-000-0000-39200 | Transfer In | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| Total Other Financing Sources | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| Total Revenues and Other Financing Sources | | \$2,849,011 | \$2,991,807 | \$2,919,223 | \$3,062,573 | \$2,900,986 | \$3,094,373 | \$3,037,428 | 1.8% |
| | | | 5.0% | | 4.9% | | 6.7% | | |

City of Lake Elmo
Budget 2013

| Dept Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|---|--------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| GENERAL FUND | | | | | | | | | |
| <u>Expenditures by Program & Department</u> | | | | | | | | | |
| General Government | | | | | | | | | |
| 1110 | Mayor & Council | \$33,992 | \$34,894 | \$33,992 | \$36,418 | \$35,392 | \$29,630 | \$39,803 | -34.3% |
| 1320 | Administration | \$469,515 | \$433,531 | \$474,298 | \$507,492 | \$470,410 | \$427,872 | \$374,440 | 12.5% |
| 1410 | Elections | \$11,950 | \$9,748 | \$1,350 | \$5,527 | \$11,950 | \$12,083 | \$11,950 | 1.1% |
| 1450 | Communications | \$55,317 | \$51,676 | \$58,263 | \$46,263 | \$57,676 | \$56,380 | \$81,733 | -45.0% |
| 1520 | Finance | \$105,876 | \$122,006 | \$108,061 | \$135,063 | \$107,917 | \$108,049 | \$105,715 | 2.2% |
| 1910 | Planning & Zoning | \$182,620 | \$176,024 | \$186,680 | \$184,989 | \$172,037 | \$162,459 | \$152,068 | 6.4% |
| 1930 | Engineering Services | \$70,000 | \$57,927 | \$70,000 | \$67,639 | \$70,000 | \$66,672 | \$67,530 | -1.3% |
| 1940 | City Hall | \$40,750 | \$35,785 | \$39,475 | \$35,654 | \$39,800 | \$40,052 | \$36,400 | 9.1% |
| Total General Government | | \$970,020 | \$921,590 | \$972,119 | \$1,019,046 | \$965,182 | \$903,196 | \$869,639 | 3.7% |
| Public Safety | | | | | | | | | |
| 2100 | Police | \$474,935 | \$481,243 | \$483,765 | \$452,262 | \$493,000 | \$491,233 | \$560,000 | -14.0% |
| 2150 | Prosecution | \$51,000 | \$48,549 | \$51,000 | \$46,440 | \$51,000 | \$47,052 | \$51,000 | -8.4% |
| 2220 | Fire | \$377,855 | \$349,764 | \$375,704 | \$347,532 | \$388,300 | \$330,840 | \$444,774 | -34.4% |
| 2250 | Fire Relief | \$57,864 | \$55,081 | \$47,175 | \$47,867 | \$40,000 | \$37,632 | \$35,000 | 7.0% |
| 2400 | Building Inspection | \$95,200 | \$111,744 | \$97,428 | \$95,081 | \$95,541 | \$124,408 | \$104,221 | 16.2% |
| 2500 | Emergency Communications | \$0 | \$6,798 | \$2,500 | \$5,250 | \$6,000 | \$6,194 | \$6,000 | 3.1% |
| 2700 | Animal Control | \$12,850 | \$10,997 | \$12,850 | \$2,301 | \$7,700 | \$1,961 | \$2,061 | -5.1% |
| Total Public Safety | | \$1,069,704 | \$1,064,174 | \$1,070,422 | \$996,733 | \$1,081,541 | \$1,039,320 | \$1,203,056 | -15.8% |
| Public Works | | | | | | | | | |
| 3100 | Public Works | \$306,333 | \$252,687 | \$297,939 | \$267,004 | \$287,249 | \$276,887 | \$290,867 | -5.0% |
| 3120 | Streets | \$80,500 | \$58,568 | \$78,000 | \$60,471 | \$72,000 | \$61,297 | \$67,200 | -9.6% |
| 3125 | Ice & Snow Removal | \$63,500 | \$115,833 | \$76,000 | \$75,960 | \$81,000 | \$77,135 | \$81,000 | -5.0% |
| 3160 | Street Lighting | \$24,000 | \$23,405 | \$24,000 | \$30,008 | \$24,500 | \$23,090 | \$25,200 | -9.1% |
| 3200 | Recycling | \$15,000 | \$7,137 | \$15,000 | \$3,829 | \$13,000 | \$15,777 | \$11,300 | 28.4% |
| 3250 | Tree Program | \$10,000 | \$15,665 | \$10,500 | \$10,358 | \$5,000 | \$4,500 | \$5,000 | -11.1% |
| Total Public Works | | \$499,333 | \$473,295 | \$501,439 | \$447,630 | \$482,749 | \$458,686 | \$480,567 | -4.8% |
| Culture & Recreation | | | | | | | | | |
| 5200 | Parks & Recreation | \$191,104 | \$155,547 | \$193,243 | \$143,049 | \$183,103 | \$165,379 | \$186,165 | -12.6% |
| Total Culture & Recreation | | \$191,104 | \$155,547 | \$193,243 | \$143,049 | \$183,103 | \$165,379 | \$186,165 | -12.6% |
| Compensation Adjustment | | | | | | | | | |
| 9000 | Compensation Adjustment | \$0 | \$0 | \$0 | \$0 | \$13,411 | \$13,411 | \$0 | N/A * |
| Total Compensation Adjustment | | \$0 | \$0 | \$0 | \$0 | \$13,411 | \$13,411 | \$0 | N/A |
| Total Expenditures | | \$2,730,161 | \$2,614,607 | \$2,737,223 | \$2,606,457 | \$2,725,986 | \$2,579,992 | \$2,739,428 | -6.2% |
| <u>Other Financing Uses</u> | | | | | | | | | |
| Transfers Out | | \$118,850 | \$126,850 | \$182,000 | \$230,505 | \$175,000 | \$365,000 | \$365,000 | 0.0% |
| Total Other Financing Uses | | \$118,850 | \$126,850 | \$182,000 | \$230,505 | \$175,000 | \$365,000 | \$365,000 | 0.0% |
| Total Expenditures and Other Financing Uses | | \$2,849,011 | \$2,741,457 | \$2,919,223 | \$2,836,962 | \$2,900,986 | \$2,944,992 | \$3,104,428 | -5.4% |
| <u>Expenditures by Classification</u> | | | | | | | | | |
| Personnel Services | | \$1,171,776 | \$1,051,984 | \$1,175,324 | \$1,089,826 | \$1,189,271 | \$1,151,626 | \$1,234,928 | -7.2% |
| Supplies | | \$181,400 | \$177,297 | \$188,300 | \$158,567 | \$178,350 | \$140,643 | \$201,693 | -43.4% |
| Other Services and Charges | | \$1,376,985 | \$1,385,326 | \$1,373,599 | \$1,358,064 | \$1,358,365 | \$1,287,723 | \$1,302,807 | -1.2% |
| Capital Outlay | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| Total Expenditures | | \$2,730,161 | \$2,614,607 | \$2,737,223 | \$2,606,457 | \$2,725,986 | \$2,579,992 | \$2,739,428 | -6.2% |
| Transfers Out | | \$118,850 | \$126,850 | \$182,000 | \$230,505 | \$175,000 | \$365,000 | \$365,000 | 0.0% |
| Total Expenditures and Other Financing Uses | | \$2,849,011 | \$2,741,457 | \$2,919,223 | \$2,836,962 | \$2,900,986 | \$2,944,992 | \$3,104,428 | -5.4% |

* Annual raise of 2% included in departmental salary numbers effective 1/1/2013

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1110 | Mayor & Council | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1110-41030 | Part-time Salaries | \$16,435 | \$16,435 | \$16,435 | \$16,435 | \$16,435 | \$16,435 | \$25,690 | -56.3% |
| 101-410-1110-41220 | FICA Contributions | \$1,019 | \$1,019 | \$1,019 | \$1,019 | \$1,019 | \$1,019 | \$1,593 | -56.3% |
| 101-410-1110-41230 | Medicare Contributions | \$238 | \$238 | \$238 | \$238 | \$238 | \$238 | \$373 | -56.7% |
| | Total Personnel Services | \$17,692 | \$17,692 | \$17,692 | \$17,692 | \$17,692 | \$17,692 | \$27,656 | -56.3% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1110-43310 | Mileage | \$1,000 | \$479 | \$1,000 | \$0 | \$1,000 | \$536 | \$1,036 | -93.3% |
| 101-410-1110-44300 | Miscellaneous | \$2,000 | \$3,103 | \$2,000 | \$1,313 | \$2,000 | \$558 | \$565 | -1.3% |
| 101-410-1110-44330 | Dues & Subscriptions | \$9,800 | \$11,584 | \$9,800 | \$15,540 | \$11,200 | \$8,689 | \$8,391 | 3.4% |
| 101-410-1110-44370 | Conferences & Training | \$3,500 | \$2,036 | \$3,500 | \$1,873 | \$3,500 | \$2,155 | \$2,155 | 0.0% |
| | Total Other Services and Charges | \$16,300 | \$17,201 | \$16,300 | \$18,725 | \$17,700 | \$11,938 | \$12,147 | -1.8% |
| 1110 | Total Mayor & Council | \$33,992 | \$34,894 | \$33,992 | \$36,418 | \$35,392 | \$29,630 | \$39,803 | -34.3% |
| | | | -2.7% | | -7.1% | | 16.3% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|----------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1320 | Administration | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1320-41010 | Full-time Salaries | \$220,753 | \$210,522 | \$221,094 | \$226,504 | \$220,671 | \$199,885 | \$180,445 | 9.7% |
| 101-410-1320-41210 | PERA Contributions | \$15,453 | \$7,822 | \$8,634 | \$9,645 | \$8,617 | \$14,166 | \$12,757 | 9.9% |
| 101-410-1320-41215 | ICMA Employer Contribution | \$0 | \$6,797 | \$7,395 | \$6,230 | \$7,382 | \$0 | \$0 | 0.0% |
| 101-410-1320-41220 | FICA Contributions | \$13,687 | \$12,863 | \$13,708 | \$13,682 | \$13,682 | \$12,089 | \$10,992 | 9.1% |
| 101-410-1320-41230 | Medicare Contributions | \$3,201 | \$3,008 | \$3,206 | \$3,200 | \$3,200 | \$2,827 | \$2,570 | 9.1% |
| 101-410-1320-41300 | Health/Dental Insurance | \$36,680 | \$30,374 | \$38,682 | \$32,309 | \$33,548 | \$28,544 | \$37,532 | -31.5% |
| 101-410-1320-41420 | Unemployment Benefits | \$0 | \$5,218 | \$0 | \$7,148 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1320-41510 | Workers Compensation | \$1,741 | \$1,998 | \$2,579 | \$2,141 | \$2,310 | \$1,121 | \$1,396 | -24.5% |
| Total Personnel Services | | \$291,515 | \$278,604 | \$295,298 | \$300,860 | \$289,410 | \$258,632 | \$245,692 | 5.0% |
| | Supplies | | | | | | | | |
| 101-410-1320-42000 | Office Supplies | \$8,000 | \$3,679 | \$7,500 | \$4,711 | \$6,000 | \$6,325 | \$5,239 | 17.2% |
| 101-410-1320-42030 | Printed Forms | \$0 | \$1,050 | \$1,000 | \$751 | \$1,000 | \$1,366 | \$364 | 73.4% |
| Total Supplies | | \$8,000 | \$4,729 | \$8,500 | \$5,462 | \$7,000 | \$7,691 | \$5,603 | 27.2% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1320-43040 | Legal Services | \$60,000 | \$55,739 | \$60,000 | \$95,081 | \$65,000 | \$61,384 | \$48,000 | 21.8% |
| 101-410-1320-43100 | Assessing Services | \$45,500 | \$43,587 | \$45,500 | \$46,384 | \$46,000 | \$44,080 | \$25,500 | 42.2% |
| 101-410-1320-43220 | Postage | \$7,000 | \$3,746 | \$7,500 | \$4,685 | \$6,500 | \$4,900 | \$3,600 | 26.5% |
| 101-410-1320-43310 | Mileage | \$3,500 | \$1,766 | \$3,500 | \$1,492 | \$3,000 | \$1,344 | \$1,800 | -33.9% |
| 101-410-1320-43610 | Insurance | \$39,500 | \$38,563 | \$39,500 | \$34,381 | \$39,500 | \$34,768 | \$38,800 | -11.6% |
| 101-410-1320-44300 | Miscellaneous | \$6,000 | \$1,426 | \$6,000 | \$16,719 | \$6,000 | \$7,359 | \$1,200 | 83.7% |
| 101-410-1320-44330 | Dues & Subscriptions | \$4,000 | \$2,480 | \$4,000 | \$1,775 | \$3,500 | \$942 | \$1,200 | -27.4% |
| 101-410-1320-44370 | Conferences & Training | \$3,500 | \$2,766 | \$3,500 | \$578 | \$3,500 | \$6,101 | \$2,176 | 64.3% |
| 101-410-1320-44380 | Staff Development | \$1,000 | \$125 | \$1,000 | \$74 | \$1,000 | \$670 | \$870 | -29.9% |
| Total Other Services and Charges | | \$170,000 | \$150,198 | \$170,500 | \$201,170 | \$174,000 | \$161,548 | \$123,146 | 23.8% |
| 1320 | Total Administration | \$469,515 | \$433,531 | \$474,298 | \$507,492 | \$470,410 | \$427,872 | \$374,440 | 12.5% |
| | | | 7.7% | | -7.0% | | 9.0% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1410 | Elections | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1410-41030 | Part-time Salaries | \$10,000 | \$7,836 | \$0 | \$2,147 | \$10,000 | \$10,000 | \$0 | N/A |
| 101-410-1410-41220 | FICA Contributions | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1410-41230 | Medicare Contributions | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| | Total Personnel Services | \$10,000 | \$7,836 | \$0 | \$2,147 | \$10,000 | \$10,000 | \$0 | 100.0% |
| | Supplies | | | | | | | | |
| 101-410-1410-42000 | Office Supplies | \$250 | \$56 | \$0 | \$0 | \$250 | \$383 | \$250 | 34.7% |
| 101-410-1410-42030 | Printed Forms | \$350 | \$0 | \$0 | \$0 | \$350 | \$350 | \$350 | 0.0% |
| | Total Supplies | \$600 | \$56 | \$0 | \$0 | \$600 | \$733 | \$600 | 18.1% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1410-43150 | Contract Services | \$0 | \$0 | \$0 | \$2,147 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1410-44300 | Miscellaneous | \$1,350 | \$1,857 | \$1,350 | \$1,233 | \$1,350 | \$1,350 | \$11,350 | -740.7% |
| | Total Other Services and Charges | \$1,350 | \$1,857 | \$1,350 | \$3,380 | \$1,350 | \$1,350 | \$11,350 | -740.7% |
| | Capital Outlay | | | | | | | | |
| 101-410-1410-45800 | Other Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| | Total Capital Outlay | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 1410 | Total Elections | \$11,950 | \$9,748 | \$1,350 | \$5,527 | \$11,950 | \$12,083 | \$11,950 | 1.1% |
| | | | 18.4% | | -309.4% | | -1.1% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1450 | Communications | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1450-41010 | Full-time Salaries | \$10,920 | \$6,110 | \$11,139 | \$5,427 | \$11,117 | \$11,910 | \$35,000 | -193.9% |
| 101-410-1450-41210 | PERA Contributions | \$764 | \$428 | \$808 | \$394 | \$806 | \$864 | \$2,538 | -193.8% |
| 101-410-1450-41220 | FICA Contributions | \$677 | \$379 | \$691 | \$336 | \$689 | \$738 | \$2,170 | -194.0% |
| 101-410-1450-41230 | Medicare Contributions | \$158 | \$89 | \$162 | \$79 | \$161 | \$173 | \$508 | -193.6% |
| 101-410-1450-41300 | Health/Dental Insurance | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1450-41510 | Workers Compensation | \$398 | \$457 | \$563 | \$467 | \$503 | \$56 | \$56 | 0.0% |
| | Total Personnel Services | \$12,917 | \$7,462 | \$13,363 | \$6,703 | \$13,276 | \$13,741 | \$40,272 | -193.1% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1450-43090 | Newsletter | \$5,400 | \$5,113 | \$5,400 | \$5,093 | \$5,400 | \$7,517 | \$12,061 | -60.4% |
| 101-410-1450-43180 | Information Technology/Web | \$29,000 | \$31,040 | \$31,500 | \$28,229 | \$31,500 | \$30,051 | \$24,000 | 20.1% |
| 101-410-1450-43510 | Public Notices | \$4,000 | \$1,239 | \$4,000 | \$2,964 | \$3,500 | \$1,990 | \$2,400 | -20.6% |
| 101-410-1450-43620 | Cable Operations | \$4,000 | \$3,890 | \$4,000 | \$3,275 | \$4,000 | \$3,081 | \$3,000 | 2.6% |
| 101-410-1450-44040 | Repairs/Maint Eqpt | \$0 | \$2,932 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| | Total Other Services and Charges | \$42,400 | \$44,214 | \$44,900 | \$39,560 | \$44,400 | \$42,639 | \$41,461 | 2.8% |
| 1450 | Total Communications | \$55,317 | \$51,676 | \$58,263 | \$46,263 | \$57,676 | \$56,380 | \$81,733 | -45.0% |
| | | | 6.6% | | 20.6% | | 2.2% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|----------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1520 | Finance | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1520-41010 | Full-time Salaries | \$34,060 | \$34,203 | \$34,741 | \$44,968 | \$34,674 | \$51,934 | \$54,917 | -5.7% |
| 101-410-1520-41210 | PERA Contributions | \$2,384 | \$2,394 | \$2,519 | \$1,982 | \$2,514 | \$3,375 | \$3,981 | -18.0% |
| 101-410-1520-41220 | FICA Contributions | \$2,112 | \$2,107 | \$2,154 | \$2,766 | \$2,150 | \$3,000 | \$3,405 | -13.5% |
| 101-410-1520-41230 | Medicare Contributions | \$494 | \$493 | \$504 | \$647 | \$503 | \$702 | \$796 | -13.4% |
| 101-410-1520-41300 | Health/Dental Insurance | \$3,915 | \$3,827 | \$4,114 | \$3,353 | \$3,826 | \$6,132 | \$8,616 | -40.5% |
| 101-410-1520-41420 | Unemployment Benefits | | | | | | \$15,522 | \$0 | 100.0% |
| 101-410-1520-41510 | Workers Compensation | \$161 | \$182 | \$279 | \$232 | \$250 | \$176 | \$0 | 100.0% |
| Total Personnel Services | | \$43,126 | \$43,205 | \$44,311 | \$53,948 | \$43,917 | \$80,841 | \$71,715 | 11.3% |
| | Supplies | | | | | | | | |
| 101-410-1520-42000 | Office Supplies | \$500 | \$51 | \$500 | \$477 | \$500 | \$0 | \$400 | 0.0% |
| 101-410-1520-42030 | Printed Forms | \$0 | \$0 | \$0 | \$1,154 | \$500 | \$0 | \$500 | 0.0% |
| Total Supplies | | \$500 | \$51 | \$500 | \$1,631 | \$1,000 | \$0 | \$900 | 0.0% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1520-43010 | Audit Services | \$29,500 | \$32,035 | \$29,500 | \$23,670 | \$30,000 | \$25,035 | \$20,500 | 18.1% |
| 101-410-1520-43150 | Contract Services | \$30,000 | \$43,336 | \$30,000 | \$54,302 | \$30,000 | \$500 | \$10,000 | -1900.0% |
| 101-410-1520-43310 | Mileage | \$250 | \$0 | \$250 | \$0 | \$100 | \$0 | \$0 | 0.0% |
| 101-410-1520-44300 | Miscellaneous | \$2,000 | \$3,378 | \$3,000 | \$1,492 | \$2,500 | \$1,573 | \$1,500 | 4.6% |
| 101-410-1520-44330 | Dues & Subscriptions | \$100 | \$0 | \$100 | \$0 | \$100 | \$0 | \$100 | 0.0% |
| 101-410-1520-44350 | Books | \$100 | \$0 | \$100 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1520-44370 | Conferences & Training | \$300 | \$0 | \$300 | \$20 | \$300 | \$100 | \$1,000 | -900.0% |
| Total Other Services and Charges | | \$62,250 | \$78,749 | \$63,250 | \$79,484 | \$63,000 | \$27,208 | \$33,100 | -21.7% |
| 1520 | Total Finance | \$105,876 | \$122,006 | \$108,061 | \$135,063 | \$107,917 | \$108,049 | \$105,715 | 2.2% |
| | | | -15.2% | | -25.0% | | -0.1% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|----------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1910 | Planning & Zoning | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-410-1910-41010 | Full-time Salaries | \$102,265 | \$99,830 | \$104,312 | \$108,534 | \$104,109 | \$100,325 | \$103,487 | -3.2% |
| 101-410-1910-41210 | PERA Contributions | \$7,159 | \$6,814 | \$7,563 | \$7,156 | \$7,548 | \$6,726 | \$7,503 | -11.6% |
| 101-410-1910-41220 | FICA Contributions | \$6,340 | \$5,940 | \$6,467 | \$6,358 | \$6,455 | \$6,001 | \$6,416 | -6.9% |
| 101-410-1910-41230 | Medicare Contributions | \$1,483 | \$1,389 | \$1,513 | \$1,487 | \$1,510 | \$1,403 | \$1,424 | -1.5% |
| 101-410-1910-41300 | Health/Dental Insurance | \$25,138 | \$21,185 | \$26,487 | \$20,192 | \$22,566 | \$10,171 | \$10,638 | -4.6% |
| 101-410-1910-41510 | Workers Compensation | \$485 | \$546 | \$838 | \$696 | \$749 | \$426 | \$500 | -17.4% |
| Total Personnel Services | | \$142,870 | \$135,703 | \$147,180 | \$144,422 | \$142,937 | \$125,052 | \$129,968 | -3.9% |
| | Supplies | | | | | | | | |
| 101-410-1910-42000 | Office Supplies | \$2,000 | \$130 | \$1,000 | \$93 | \$750 | \$293 | \$600 | -104.8% |
| 101-410-1910-42030 | Printed Forms | \$0 | \$271 | \$0 | \$586 | \$0 | \$0 | \$0 | 0.0% |
| Total Supplies | | \$2,000 | \$402 | \$1,000 | \$679 | \$750 | \$293 | \$600 | -104.8% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1910-43020 | Comprehensive Planning | \$15,000 | \$527 | \$20,000 | \$0 | \$10,000 | \$0 | \$0 | 0.0% |
| 101-410-1910-43030 | Engineering Services | \$10,000 | \$19,132 | \$10,000 | \$31,336 | \$12,000 | \$18,660 | \$18,000 | 3.5% |
| 101-410-1910-43040 | Legal Services | \$0 | \$13,248 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-410-1910-43150 | Contract Services | \$10,000 | \$2,929 | \$5,000 | \$6,592 | \$3,000 | \$16,019 | \$0 | 100.0% |
| 101-410-1910-43310 | Mileage | \$500 | \$100 | \$500 | \$91 | \$400 | \$200 | \$360 | -80.0% |
| 101-410-1910-44300 | Miscellaneous | \$500 | \$736 | \$500 | \$20 | \$400 | \$380 | \$240 | 36.8% |
| 101-410-1910-44330 | Dues & Subscriptions | \$500 | \$495 | \$750 | \$515 | \$750 | \$600 | \$600 | 0.0% |
| 101-410-1910-44350 | Books | \$250 | \$0 | \$250 | \$305 | \$300 | \$200 | \$200 | 0.0% |
| 101-410-1910-44370 | Conferences & Training | \$1,000 | \$2,752 | \$1,500 | \$1,029 | \$1,500 | \$1,055 | \$2,100 | -99.1% |
| Total Other Services and Charges | | \$37,750 | \$39,919 | \$38,500 | \$39,889 | \$28,350 | \$37,114 | \$21,500 | 42.1% |
| 1910 | Total Planning & Zoning | \$182,620 | \$176,024 | \$186,680 | \$184,989 | \$172,037 | \$162,459 | \$152,068 | 6.4% |
| | | | 3.6% | | 0.9% | | 5.6% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1930 | Engineering Services | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-410-1930-43030 | Engineering Services | \$70,000 | \$57,927 | \$70,000 | \$67,639 | \$70,000 | \$66,672 | \$67,530 | -1.3% |
| | Total Other Services and Charges | \$70,000 | \$57,927 | \$70,000 | \$67,639 | \$70,000 | \$66,672 | \$67,530 | -1.3% |
| 1930 | Total Engineering Services | \$70,000 | \$57,927 | \$70,000 | \$67,639 | \$70,000 | \$66,672 | \$67,530 | -1.3% |
| | | | 17.2% | | 3.4% | | 4.8% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|--------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 1940 | City Hall | | | | | | | | |
| | Supplies | | | | | | | | |
| 101-410-1940-42110 | Cleaning Supplies | \$550 | \$737 | \$550 | \$475 | \$600 | \$550 | \$600 | -9.1% |
| 101-410-1940-42230 | Building Repair Supplies | \$1,000 | \$206 | \$1,000 | \$214 | \$800 | \$700 | \$900 | -28.6% |
| Total Supplies | | \$1,550 | \$943 | \$1,550 | \$689 | \$1,400 | \$1,250 | \$1,500 | -20.0% |
| | Other Services and Charges | | | | | | | | |
| 101-410-1940-43210 | Telephone | \$8,400 | \$7,426 | \$7,125 | \$7,826 | \$8,600 | \$9,034 | \$8,600 | 4.8% |
| 101-410-1940-43810 | Electric Utility | \$12,500 | \$8,603 | \$12,500 | \$10,407 | \$11,500 | \$11,378 | \$10,800 | 5.1% |
| 101-410-1940-43840 | Refuse | \$1,300 | \$1,140 | \$1,300 | \$1,290 | \$1,300 | \$1,383 | \$1,300 | 6.0% |
| 101-410-1940-44010 | Repairs/Maint Contractual Bldg | \$11,000 | \$14,718 | \$11,000 | \$11,332 | \$11,000 | \$10,836 | \$8,400 | 22.5% |
| 101-410-1940-44040 | Repairs/Maint Contractual Eqpt | \$5,000 | \$2,284 | \$5,000 | \$4,099 | \$5,000 | \$5,171 | \$4,800 | 7.2% |
| 101-410-1940-44300 | Miscellaneous | \$1,000 | \$670 | \$1,000 | \$11 | \$1,000 | \$1,000 | \$1,000 | 0.0% |
| Total Other Services and Charges | | \$39,200 | \$34,841 | \$37,925 | \$34,965 | \$38,400 | \$38,802 | \$34,900 | 10.1% |
| 1940 | Total City Hall | \$40,750 | \$35,785 | \$39,475 | \$35,654 | \$39,800 | \$40,052 | \$36,400 | 9.1% |
| | | | 12.2% | | 9.7% | | -0.6% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2100 | Police | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-420-2100-43150 | Law Enforcement Contract | \$474,935 | \$481,243 | \$483,765 | \$452,262 | \$493,000 | \$491,233 | \$560,000 | -14.0% |
| | Total Other Services and Charges | \$474,935 | \$481,243 | \$483,765 | \$452,262 | \$493,000 | \$491,233 | \$560,000 | -14.0% |
| 2100 | Total Police | \$474,935 | \$481,243 | \$483,765 | \$452,262 | \$493,000 | \$491,233 | \$560,000 | -14.0% |
| | | | -1.3% | | 6.5% | | 0.4% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2150 | Prosecution | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-420-2150-43045 | Attorney Criminal | \$51,000 | \$48,549 | \$51,000 | \$46,440 | \$51,000 | \$47,052 | \$51,000 | -8.4% |
| | Total Other Services and Charges | \$51,000 | \$48,549 | \$51,000 | \$46,440 | \$51,000 | \$47,052 | \$51,000 | -8.4% |
| 2150 | Total Prosecution | \$51,000 | \$48,549 | \$51,000 | \$46,440 | \$51,000 | \$47,052 | \$51,000 | -8.4% |
| | | | 4.8% | | 8.9% | | 7.7% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|-------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2220 | Fire | | | | | | | | |
| Personnel Services | | | | | | | | | |
| 101-420-2220-41010 | Full-time Salaries | \$63,803 | \$63,626 | \$64,701 | \$64,572 | \$64,684 | \$66,665 | \$78,100 | -17.2% |
| 101-420-2220-41030 | Part-time Salaries | \$110,000 | \$73,895 | \$100,000 | \$72,321 | \$112,500 | \$98,633 | \$131,000 | -32.8% |
| 101-420-2220-41210 | PERA Contributions | \$8,669 | \$8,736 | \$9,008 | \$10,314 | \$10,016 | \$11,177 | \$15,160 | -35.6% |
| 101-420-2220-41220 | FICA Contributions | \$7,106 | \$4,822 | \$6,468 | \$4,224 | \$7,344 | \$5,055 | \$12,964 | -156.5% |
| 101-420-2220-41230 | Medicare Contributions | \$2,520 | \$1,958 | \$2,388 | \$1,931 | \$2,592 | \$2,356 | \$3,032 | -28.7% |
| 101-420-2220-41300 | Health/Dental Insurance | \$15,855 | \$14,186 | \$16,722 | \$14,355 | \$14,322 | \$14,647 | \$15,320 | -4.6% |
| 101-420-2220-41510 | Workers Compensation | \$10,575 | \$12,902 | \$15,892 | \$13,190 | \$15,492 | \$13,135 | \$10,130 | 22.9% |
| Total Personnel Services | | \$218,528 | \$180,124 | \$215,179 | \$180,907 | \$226,950 | \$211,669 | \$265,706 | -25.5% |
| Supplies | | | | | | | | | |
| 101-420-2220-42000 | Office Supplies | \$1,500 | \$906 | \$1,000 | \$828 | \$1,000 | \$329 | \$500 | -52.0% |
| 101-420-2220-42080 | EMS Supplies | \$1,200 | \$781 | \$1,200 | \$1,312 | \$1,200 | \$556 | \$2,358 | -324.1% |
| 101-420-2220-42090 | Fire Prevention | \$3,000 | \$2,427 | \$3,000 | \$2,973 | \$3,000 | \$3,000 | \$3,000 | 0.0% |
| 101-420-2220-42120 | Fuel, Oil and Fluids | \$11,500 | \$9,511 | \$10,000 | \$12,174 | \$10,800 | \$11,460 | \$13,632 | -19.0% |
| 101-420-2220-42400 | Small Tools & Equipment | \$10,000 | \$9,254 | \$10,000 | \$6,820 | \$9,500 | \$6,509 | \$31,000 | -376.3% |
| Total Supplies | | \$27,200 | \$22,879 | \$25,200 | \$24,107 | \$25,500 | \$21,854 | \$50,490 | -131.0% |
| Other Services and Charges | | | | | | | | | |
| 101-420-2220-43050 | Physicals | \$7,550 | \$8,060 | \$9,250 | \$2,146 | \$9,250 | \$6,638 | \$7,416 | -11.7% |
| 101-420-2220-43210 | Telephone | \$5,100 | \$4,156 | \$5,000 | \$3,133 | \$5,000 | \$2,989 | \$3,000 | -0.4% |
| 101-420-2220-43230 | Radio | \$19,920 | \$19,177 | \$18,500 | \$19,223 | \$18,500 | \$15,700 | \$15,784 | -0.5% |
| 101-420-2220-43310 | Mileage | \$600 | \$790 | \$600 | \$25 | \$600 | \$200 | \$200 | 0.0% |
| 101-420-2220-43630 | Vehicle Insurance | \$15,475 | \$13,980 | \$15,475 | \$10,754 | \$14,000 | \$11,256 | \$12,000 | -6.8% |
| 101-420-2220-43810 | Electric Utility | \$13,900 | \$10,589 | \$12,500 | \$12,308 | \$12,500 | \$9,775 | \$11,500 | -17.6% |
| 101-420-2220-43840 | Refuse | \$1,000 | \$502 | \$1,000 | \$568 | \$1,000 | \$572 | \$572 | 0.0% |
| 101-420-2220-44010 | Repairs/Maint Bldg | \$10,000 | \$27,150 | \$11,000 | \$9,201 | \$11,000 | \$6,337 | \$21,016 | -231.6% |
| 101-420-2220-44040 | Repairs/Maint Eqpt | \$26,907 | \$31,221 | \$25,000 | \$52,412 | \$25,000 | \$20,619 | \$21,137 | -2.5% |
| 101-420-2220-44170 | Uniforms | \$5,600 | \$3,584 | \$9,200 | \$4,137 | \$8,200 | \$6,776 | \$9,903 | -46.1% |
| 101-420-2220-44300 | Miscellaneous | \$2,800 | \$1,968 | \$1,500 | \$1,665 | \$1,500 | \$778 | \$900 | -15.7% |
| 101-420-2220-44330 | Dues & Subscriptions | \$2,200 | \$3,145 | \$3,300 | \$3,551 | \$3,300 | \$2,316 | \$2,000 | 13.6% |
| 101-420-2220-44350 | Books | \$850 | \$1,028 | \$1,000 | \$789 | \$1,000 | \$600 | \$600 | 0.0% |
| 101-420-2220-44370 | Conferences & Training | \$20,225 | \$21,411 | \$22,000 | \$22,605 | \$25,000 | \$12,761 | \$22,550 | -76.7% |
| Total Other Services and Charges | | \$132,127 | \$146,761 | \$135,325 | \$142,519 | \$135,850 | \$97,317 | \$128,578 | -32.1% |
| Capital Outlay | | | | | | | | | |
| 101-420-2220-45800 | Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Total Capital Outlay | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 2220 | Total Fire | \$377,855 | \$349,764 | \$375,704 | \$347,532 | \$388,300 | \$330,840 | \$444,774 | -34.4% |
| | | | 7.4% | | 7.5% | | 14.8% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2250 | Fire Relief | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-420-2250-44920 | Fire State Aid | \$40,000 | \$36,153 | \$40,000 | \$40,692 | \$40,000 | \$37,632 | \$35,000 | 7.0% |
| 101-420-2250-44925 | City Contribution | \$17,864 | \$18,928 | \$7,175 | \$7,175 | \$0 | \$0 | \$0 | 0.0% |
| | Total Other Services and Charges | \$57,864 | \$55,081 | \$47,175 | \$47,867 | \$40,000 | \$37,632 | \$35,000 | 7.0% |
| 2250 | Total Fire Relief | \$57,864 | \$55,081 | \$47,175 | \$47,867 | \$40,000 | \$37,632 | \$35,000 | 7.0% |
| | | | 4.8% | | -1.5% | | 5.9% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|-----------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2400 | Building Inspection | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-420-2400-41010 | Full-time Salaries | \$59,740 | \$59,430 | \$60,935 | \$59,577 | \$60,818 | \$78,467 | \$74,716 | 4.8% |
| 101-420-2400-41210 | PERA Contributions | \$4,182 | \$4,145 | \$4,418 | \$4,319 | \$4,409 | \$3,694 | \$4,860 | -31.6% |
| 101-420-2400-41220 | FICA Contributions | \$3,704 | \$3,611 | \$3,778 | \$3,597 | \$3,771 | \$4,808 | \$4,112 | 14.5% |
| 101-420-2400-41230 | Medicare Contributions | \$866 | \$845 | \$884 | \$841 | \$882 | \$1,125 | \$962 | 14.5% |
| 101-420-2400-41300 | Health/Dental Insurance | \$9,015 | \$7,961 | \$9,487 | \$9,051 | \$8,585 | \$7,458 | \$9,210 | -23.5% |
| 101-420-2400-41510 | Workers Compensation | \$2,143 | \$2,533 | \$2,451 | \$2,034 | \$2,186 | \$1,777 | \$2,000 | -12.5% |
| Total Personnel Services | | \$79,650 | \$78,525 | \$81,953 | \$79,420 | \$80,651 | \$97,329 | \$95,860 | 1.5% |
| | Supplies | | | | | | | | |
| 101-420-2400-42000 | Office Supplies | \$300 | \$0 | \$300 | \$571 | \$300 | \$108 | \$0 | 100.0% |
| 101-420-2400-42030 | Printed Forms | \$300 | \$0 | \$300 | \$146 | \$200 | \$0 | \$0 | 0.0% |
| 101-420-2400-42120 | Fuel, Oil and Fluids | \$3,750 | \$0 | \$3,750 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Total Supplies | | \$4,350 | \$0 | \$4,350 | \$717 | \$500 | \$108 | \$0 | 100.0% |
| | Other Services and Charges | | | | | | | | |
| 101-420-2400-43030 | Engineering | \$5,000 | \$10,434 | \$5,000 | \$12,982 | \$10,000 | \$9,731 | \$6,000 | 38.3% |
| 101-420-2400-43050 | Plan Review Charges | \$1,000 | \$0 | \$1,000 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-420-2400-43060 | Surcharge Payments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-420-2400-43150 | Inspector Contract Services | \$1,000 | \$632 | \$1,000 | \$386 | \$1,000 | \$6,865 | \$0 | 100.0% |
| 101-420-2400-43210 | Telephone | \$500 | \$307 | \$425 | \$218 | \$400 | \$197 | \$216 | -9.6% |
| 101-420-2400-43310 | Mileage | \$250 | \$0 | \$250 | \$0 | \$100 | \$100 | \$100 | 0.0% |
| 101-420-2400-43630 | Insurance | \$1,000 | \$903 | \$1,000 | \$242 | \$800 | \$255 | \$255 | 0.0% |
| 101-420-2400-44040 | Repairs/Maint Eqpt | \$750 | \$365 | \$750 | \$341 | \$750 | \$1,072 | \$500 | 53.4% |
| 101-420-2400-44170 | Uniforms | \$300 | \$0 | \$300 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 101-420-2400-44300 | Miscellaneous | \$500 | \$19,843 | \$500 | \$0 | \$500 | \$7,953 | \$500 | 93.7% |
| 101-420-2400-44330 | Dues & Subscriptions | \$200 | \$100 | \$200 | \$75 | \$200 | \$190 | \$190 | 0.0% |
| 101-420-2400-44350 | Books | \$200 | \$0 | \$200 | \$0 | \$140 | \$108 | \$100 | 7.4% |
| 101-420-2400-44370 | Conferences & Training | \$500 | \$635 | \$500 | \$700 | \$500 | \$500 | \$500 | 0.0% |
| Total Other Services and Charges | | \$11,200 | \$33,219 | \$11,125 | \$14,943 | \$14,390 | \$26,971 | \$8,361 | 69.0% |
| | Capital Outlay | | | | | | | | |
| 101-420-2400-45800 | Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Total Capital Outlay | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 2400 | Total Building Inspection | \$95,200 | \$111,744 | \$97,428 | \$95,081 | \$95,541 | \$124,408 | \$104,221 | 16.2% |
| | | | -17.4% | | 2.4% | | -30.2% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2500 | Emergency Communications | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-420-2500-43150 | Contract Services | \$0 | \$6,798 | \$2,500 | \$5,250 | \$6,000 | \$6,194 | \$6,000 | 3.1% |
| | Total Other Services and Charges | \$0 | \$6,798 | \$2,500 | \$5,250 | \$6,000 | \$6,194 | \$6,000 | 3.1% |
| 2500 | Total Emergency Communications | \$0 | \$6,798 | \$2,500 | \$5,250 | \$6,000 | \$6,194 | \$6,000 | 3.1% |
| | | | 0.0% | | -110.0% | | -3.2% | | |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 2700 | Animal Control | | | | | | | | |
| | Supplies | | | | | | | | |
| 101-420-2700-42030 | Printed Forms | \$150 | \$0 | \$150 | \$0 | \$100 | \$0 | \$0 | 0.0% |
| | Total Supplies | \$150 | \$0 | \$150 | \$0 | \$100 | \$0 | \$0 | 0.0% |
| | Other Services and Charges | | | | | | | | |
| 101-420-2700-43150 | Contract Services | \$12,600 | \$10,913 | \$12,600 | \$1,724 | \$7,500 | \$1,961 | \$2,061 | -5.1% |
| 101-420-2700-44300 | Miscellaneous | \$100 | \$83 | \$100 | \$578 | \$100 | \$0 | \$0 | 0.0% |
| | Total Other Services and Charges | \$12,700 | \$10,997 | \$12,700 | \$2,301 | \$7,600 | \$1,961 | \$2,061 | -5.1% |
| 2700 | Total Animal Control | \$12,850 | \$10,997 | \$12,850 | \$2,301 | \$7,700 | \$1,961 | \$2,061 | -5.1% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|-------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3100 | Public Works | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-430-3100-41010 | Full-time Salaries | \$128,387 | \$122,788 | \$126,033 | \$124,524 | \$127,257 | \$124,856 | \$128,700 | -3.1% |
| 101-430-3100-41030 | Part-time Salaries | \$12,573 | \$0 | \$12,824 | \$0 | \$12,573 | \$0 | \$0 | 0.0% |
| 101-430-3100-41210 | PERA Contributions | \$9,867 | \$8,579 | \$10,067 | \$9,028 | \$10,138 | \$9,052 | \$9,331 | -3.1% |
| 101-430-3100-41220 | FICA Contributions | \$8,740 | \$7,270 | \$8,609 | \$7,222 | \$8,670 | \$7,460 | \$7,979 | -7.0% |
| 101-430-3100-41230 | Medicare Contributions | \$2,044 | \$1,700 | \$2,013 | \$1,689 | \$2,027 | \$1,744 | \$1,866 | -7.0% |
| 101-430-3100-41300 | Health/Dental Insurance | \$36,027 | \$30,039 | \$38,177 | \$32,519 | \$32,694 | \$33,234 | \$34,718 | -4.5% |
| 101-430-3100-41420 | Unemployment Benefits | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,500 | \$4,000 | -60.0% |
| 101-430-3100-41510 | Workers Compensation | \$11,500 | \$13,980 | \$13,946 | \$11,476 | \$12,565 | \$7,008 | \$12,000 | -71.2% |
| Total Personnel Services | | \$209,138 | \$184,356 | \$211,669 | \$186,458 | \$205,924 | \$185,854 | \$198,594 | -6.9% |
| | Supplies | | | | | | | | |
| 101-430-3100-42000 | Office Supplies | \$500 | \$181 | \$500 | \$0 | \$500 | \$267 | \$500 | -87.3% |
| 101-430-3100-42150 | Shop Materials | \$4,000 | \$966 | \$4,000 | \$992 | \$1,800 | \$700 | \$1,800 | -157.1% |
| 101-430-3100-42210 | Equipment Parts | \$0 | \$0 | \$0 | \$1,832 | \$1,800 | \$0 | \$0 | 0.0% |
| 101-430-3100-42230 | Building Repair Supplies | \$1,000 | \$88 | \$1,000 | \$641 | \$1,000 | \$0 | \$0 | 0.0% |
| 101-430-3100-42400 | Small Tools & Minor Equipment | \$3,000 | \$1,615 | \$3,000 | \$1,256 | \$3,000 | \$808 | \$3,000 | -271.3% |
| Total Supplies | | \$8,500 | \$2,850 | \$8,500 | \$4,520 | \$8,100 | \$1,775 | \$5,300 | -198.6% |
| | Other Services and Charges | | | | | | | | |
| 101-430-3100-43030 | Engineering Services | \$0 | \$1,875 | \$1,000 | \$2,189 | \$2,000 | \$3,852 | \$1,800 | 53.3% |
| 101-430-3100-43150 | Contract Services | \$13,400 | \$5,758 | \$7,500 | \$4,803 | \$6,000 | \$2,017 | \$4,800 | -138.0% |
| 101-430-3100-43210 | Telephone | \$7,500 | \$8,013 | \$6,375 | \$8,222 | \$8,000 | \$8,236 | \$8,000 | 2.9% |
| 101-430-3100-43230 | Radio | \$500 | \$0 | \$500 | \$0 | \$300 | \$5,250 | \$3,600 | 31.4% |
| 101-430-3100-43310 | Mileage | \$100 | \$0 | \$100 | \$0 | \$100 | \$0 | \$0 | 0.0% |
| 101-430-3100-43630 | Insurance | \$15,670 | \$14,156 | \$15,670 | \$13,274 | \$14,500 | \$20,276 | \$22,000 | -8.5% |
| 101-430-3100-43810 | Electric Utility | \$29,500 | \$16,565 | \$25,000 | \$14,436 | \$21,000 | \$18,958 | \$24,000 | -26.6% |
| 101-430-3100-43840 | Refuse | \$1,800 | \$2,248 | \$1,800 | \$2,476 | \$2,000 | \$2,494 | \$2,493 | 0.0% |
| 101-430-3100-44010 | Repairs/Maint Bldg | \$2,000 | \$5,627 | \$1,500 | \$3,579 | \$3,000 | \$2,462 | \$3,000 | -21.9% |
| 101-430-3100-44030 | Repairs/Maint Imp Not Bldgs | \$0 | \$0 | \$0 | \$12,554 | \$500 | \$18,104 | \$500 | 97.2% |
| 101-430-3100-44040 | Repairs/Maint Eqpt | \$6,000 | \$1,331 | \$6,000 | \$5,913 | \$4,500 | \$309 | \$6,000 | -1841.7% |
| 101-430-3100-44170 | Uniforms | \$1,675 | \$1,781 | \$1,675 | \$1,639 | \$1,675 | \$1,413 | \$2,100 | -48.6% |
| 101-430-3100-44300 | Miscellaneous | \$2,000 | \$455 | \$2,000 | \$327 | \$1,000 | \$391 | \$1,000 | -155.8% |
| 101-430-3100-44330 | Dues & Subscriptions | \$150 | \$15 | \$150 | \$60 | \$150 | \$60 | \$60 | 0.0% |
| 101-430-3100-44370 | Conferences & Training | \$900 | \$950 | \$1,000 | \$620 | \$1,000 | \$0 | \$1,620 | 0.0% |
| 101-430-3100-44380 | Clean-up Days | \$7,500 | \$6,706 | \$7,500 | \$5,933 | \$7,500 | \$5,436 | \$6,000 | -10.4% |
| Total Other Services and Charges | | \$88,695 | \$65,481 | \$77,770 | \$76,026 | \$73,225 | \$89,258 | \$86,973 | 2.6% |
| | Capital Outlay | | | | | | | | |
| 101-430-3100-45800 | Other Equipment | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Total Capital Outlay | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| 3100 | Total Public Works | \$306,333 | \$252,687 | \$297,939 | \$267,004 | \$287,249 | \$276,887 | \$290,867 | -5.0% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3120 | Streets | | | | | | | | |
| | Supplies | | | | | | | | |
| 101-430-3120-42120 | Fuel, Oil and Fluids | \$32,000 | \$27,180 | \$30,000 | \$31,203 | \$28,000 | \$18,141 | \$36,000 | -98.4% |
| 101-430-3120-42210 | Equipment Parts | \$8,500 | \$2,147 | \$8,500 | \$2,786 | \$7,500 | \$1,879 | \$6,000 | -219.3% |
| 101-430-3120-42240 | Street Maintenance Materials | \$18,000 | \$5,645 | \$15,000 | \$11,457 | \$12,000 | \$8,505 | \$12,000 | -41.1% |
| 101-430-3120-42260 | Sign Repair Materials | \$3,000 | \$2,647 | \$3,000 | \$3,776 | \$3,000 | \$2,500 | \$3,000 | -20.0% |
| Total Supplies | | \$61,500 | \$37,621 | \$56,500 | \$49,222 | \$50,500 | \$31,025 | \$57,000 | -83.7% |
| | Other Services and Charges | | | | | | | | |
| 101-430-3120-43150 | Contract Services | \$14,000 | \$11,327 | \$16,500 | \$4,955 | \$13,500 | \$26,272 | \$10,200 | 61.2% |
| 101-430-3120-44040 | Repairs/Maint Eqpt | \$5,000 | \$9,620 | \$5,000 | \$6,294 | \$8,000 | \$4,000 | \$0 | 100.0% |
| Total Other Services and Charges | | \$19,000 | \$20,947 | \$21,500 | \$11,250 | \$21,500 | \$30,272 | \$10,200 | 66.3% |
| 3120 | Total Streets | \$80,500 | \$58,568 | \$78,000 | \$60,471 | \$72,000 | \$61,297 | \$67,200 | -9.6% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3125 | Ice and Snow Removal | | | | | | | | |
| | Supplies | | | | | | | | |
| 101-430-3125-42250 | Landscaping Materials | \$1,000 | \$484 | \$1,000 | \$638 | \$1,000 | \$146 | \$1,000 | -584.9% |
| 101-430-3125-42290 | Sand/Salt | \$50,000 | \$100,430 | \$65,000 | \$64,876 | \$70,000 | \$66,741 | \$69,500 | -4.1% |
| | Total Supplies | \$51,000 | \$100,913 | \$66,000 | \$65,516 | \$71,000 | \$66,887 | \$70,500 | -5.4% |
| | Other Services and Charges | | | | | | | | |
| 101-430-3125-43150 | Contract Services | \$10,000 | \$7,110 | \$7,500 | \$5,255 | \$7,500 | \$7,433 | \$7,500 | -0.9% |
| 101-430-3125-44040 | Repairs/Maint Eqpt | \$2,500 | \$7,810 | \$2,500 | \$5,191 | \$2,500 | \$2,815 | \$3,000 | -6.6% |
| | Total Other Services and Charges | \$12,500 | \$14,920 | \$10,000 | \$10,445 | \$10,000 | \$10,248 | \$10,500 | -2.5% |
| 3125 | Total Ice and Snow Removal | \$63,500 | \$115,833 | \$76,000 | \$75,960 | \$81,000 | \$77,135 | \$81,000 | -5.0% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3160 | Street Lighting | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-430-3160-43810 | Street Lighting | \$24,000 | \$23,405 | \$24,000 | \$30,008 | \$24,500 | \$23,090 | \$25,200 | -9.1% |
| | Total Other Services and Charges | \$24,000 | \$23,405 | \$24,000 | \$30,008 | \$24,500 | \$23,090 | \$25,200 | -9.1% |
| 3160 | Total Street Lighting | \$24,000 | \$23,405 | \$24,000 | \$30,008 | \$24,500 | \$23,090 | \$25,200 | -9.1% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3200 | Recycling | | | | | | | | |
| | Supplies | | | | | | | | |
| 101-430-3200-42100 | Recycling Supplies | \$3,500 | \$921 | \$3,500 | \$971 | \$3,500 | \$3,408 | \$3,500 | -2.7% |
| | Total Supplies | \$3,500 | \$921 | \$3,500 | \$971 | \$3,500 | \$3,408 | \$3,500 | -2.7% |
| | Other Services and Charges | | | | | | | | |
| 101-430-3200-43090 | Newsletter | \$4,000 | \$932 | \$4,000 | \$0 | \$3,000 | \$0 | \$3,000 | 0.0% |
| 101-430-3200-44300 | Miscellaneous | \$7,500 | \$5,284 | \$7,500 | \$2,858 | \$6,500 | \$12,369 | \$4,800 | 61.2% |
| | Total Other Services and Charges | \$11,500 | \$6,216 | \$11,500 | \$2,858 | \$9,500 | \$12,369 | \$7,800 | 36.9% |
| 3200 | Total Recycling | \$15,000 | \$7,137 | \$15,000 | \$3,829 | \$13,000 | \$15,777 | \$11,300 | 28.4% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|--------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 3250 | Tree Program | | | | | | | | |
| | Other Services and Charges | | | | | | | | |
| 101-430-3250-43150 | Contract Services | \$10,000 | \$15,665 | \$10,500 | \$10,358 | \$5,000 | \$4,500 | \$5,000 | -11.1% |
| | Total Other Services and Charges | \$10,000 | \$15,665 | \$10,500 | \$10,358 | \$5,000 | \$4,500 | \$5,000 | -11.1% |
| 3250 | Total Tree Program | \$10,000 | \$15,665 | \$10,500 | \$10,358 | \$5,000 | \$4,500 | \$5,000 | -11.1% |

City of Lake Elmo
Budget 2013

| Account Number | Description | 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Projected Actual | 2013 Budget | 2012 to 2013 Change |
|----------------------------------|-------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|
| 5200 | Parks & Recreation | | | | | | | | |
| | Personnel Services | | | | | | | | |
| 101-450-5200-41010 | Full-time Salaries | \$77,561 | \$66,653 | \$77,977 | \$65,999 | \$78,164 | \$84,910 | \$111,591 | 0.2% |
| 101-450-5200-41030 | Part-time Salaries | \$30,551 | \$20,559 | \$31,162 | \$19,720 | \$30,551 | \$22,070 | \$14,150 | -2.0% |
| 101-450-5200-41210 | PERA Contributions | \$7,568 | \$5,608 | \$7,912 | \$5,728 | \$7,882 | \$7,375 | \$8,090 | -0.4% |
| 101-450-5200-41220 | FICA Contributions | \$6,703 | \$5,273 | \$6,767 | \$5,112 | \$6,740 | \$6,522 | \$7,796 | -0.4% |
| 101-450-5200-41230 | Medicare Contributions | \$1,568 | \$1,233 | \$1,583 | \$1,195 | \$1,576 | \$1,525 | \$1,823 | -0.4% |
| 101-450-5200-41300 | Health/Dental Insurance | \$14,044 | \$11,601 | \$14,852 | \$12,521 | \$12,668 | \$12,484 | \$13,015 | -14.7% |
| 101-450-5200-41420 | Unemployment Benefits | \$1,642 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | N/A |
| 101-450-5200-41510 | Workers Compensation | \$6,703 | \$7,551 | \$8,426 | \$6,994 | \$7,522 | \$2,520 | \$3,000 | -10.7% |
| Total Personnel Services | | \$146,340 | \$118,477 | \$148,679 | \$117,269 | \$145,103 | \$137,406 | \$159,465 | -2.4% |
| | Supplies | | | | | | | | |
| 101-450-5200-42000 | Office Supplies | \$300 | \$0 | \$300 | \$0 | \$0 | \$0 | \$0 | -100.0% |
| 101-450-5200-42120 | Fuel, Oil and Fluids | \$3,000 | \$0 | \$3,000 | \$0 | \$0 | \$0 | \$0 | -100.0% |
| 101-450-5200-42150 | Shop Materials | \$750 | \$177 | \$750 | \$374 | \$600 | \$0 | \$0 | -20.0% |
| 101-450-5200-42160 | Chemicals | \$1,000 | \$224 | \$1,000 | \$304 | \$800 | \$520 | \$600 | -20.0% |
| 101-450-5200-42210 | Equipment Parts | \$2,500 | \$1,807 | \$2,500 | \$1,284 | \$2,500 | \$3,322 | \$1,800 | 0.0% |
| 101-450-5200-42230 | Building Repair Supplies | \$500 | \$262 | \$500 | \$0 | \$500 | \$0 | \$0 | 0.0% |
| 101-450-5200-42250 | Landscaping Materials | \$3,500 | \$2,995 | \$3,500 | \$1,711 | \$3,000 | \$1,144 | \$2,400 | -14.3% |
| 101-450-5200-42400 | Small Tools & Minor Equipment | \$1,000 | \$466 | \$1,000 | \$1,383 | \$1,000 | \$633 | \$900 | 0.0% |
| Total Supplies | | \$12,550 | \$5,931 | \$12,550 | \$5,056 | \$8,400 | \$5,619 | \$5,700 | -33.1% |
| | Other Services and Charges | | | | | | | | |
| 101-450-5200-43210 | Telephone | \$650 | \$438 | \$550 | \$975 | \$550 | \$1,088 | \$1,200 | 0.0% |
| 101-450-5200-43310 | Mileage | \$200 | \$0 | \$100 | \$0 | \$100 | \$0 | \$0 | 0.0% |
| 101-450-5200-43630 | Insurance | \$5,500 | \$4,969 | \$5,500 | \$3,595 | \$5,000 | \$3,364 | \$5,000 | -9.1% |
| 101-450-5200-43810 | Electric Utility | \$10,164 | \$9,362 | \$10,164 | \$8,656 | \$9,500 | \$8,047 | \$9,000 | -6.5% |
| 101-450-5200-43840 | Refuse | \$2,500 | \$2,188 | \$2,500 | \$2,553 | \$2,500 | \$2,494 | \$2,500 | 0.0% |
| 101-450-5200-44010 | Repairs/Maint Bldg | \$700 | \$0 | \$700 | \$80 | \$700 | \$128 | \$300 | 0.0% |
| 101-450-5200-44030 | Repairs/Maint Imp Not Bldgs | \$4,000 | \$9,359 | \$4,000 | \$266 | \$4,000 | \$3,238 | \$600 | 0.0% |
| 101-450-5200-44040 | Repairs/Maint Eqpt | \$2,000 | \$119 | \$2,000 | \$427 | \$2,000 | \$1,023 | \$1,200 | 0.0% |
| 101-450-5200-44120 | Rentals - Buildings | \$5,000 | \$4,551 | \$5,000 | \$3,869 | \$4,500 | \$2,972 | \$1,200 | -10.0% |
| 101-450-5200-44300 | Miscellaneous | \$1,500 | \$154 | \$1,500 | \$302 | \$750 | \$0 | \$0 | -50.0% |
| Total Other Services and Charges | | \$32,214 | \$31,139 | \$32,014 | \$20,724 | \$29,600 | \$22,354 | \$21,000 | -7.5% |
| 5200 | Total Parks & Recreation | \$191,104 | \$155,547 | \$193,243 | \$143,049 | \$183,103 | \$165,379 | \$186,165 | -5.2% |
| | | | 18.61% | | 25.97% | | 9.68% | | |



MAYOR & COUNCIL COMMUNICATION

DATE: September 18, 2012

REGULAR - \$

ITEM #: 11

MOTION

AGENDA ITEM: Lake Elmo Traffic Enforcement Policy Update

SUBMITTED BY: Dean Zuleger, City Administrator

THROUGH: Mayor Johnston

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: The City Council is being requested to adopt a formal "zero tolerance" speeding policy to be forwarded to law enforcement officials and to request a reduction of speed limits on Lake Elmo Avenue from 20th Street to STH 5; and on STH 5 from the roundabout to Manning Avenue.

BACKGROUND INFORMATION: Due to construction on I-694 and the closing of the St. Croix Life Bridge, the City of Lake Elmo is experiencing an increased volume of traffic on select thoroughfares by motorists using the community as shortcuts to their work / home destinations. With this behavior comes an increase in the rate of speed as commuters look to shorten their drive time. Roads affected include but are not limited to Lake Elmo Avenue, STH 5 / Stillwater Boulevard, Demontreville Trail, 30th Street, and 10th Street. Rates of speed violations have been estimated in the 10-15 mile an hour range causing dangerous traffic scenarios especially when left turn movements are required.

In the past two months, these thoroughfares have experienced two serious accidents (one fatality) due in part to the rate of speed, and each day near misses occur at the intersection of Lake Elmo Avenue and STH 5 due to a misjudging of the rate of speed in an urban area.

On September 4, 2012, the City Council voted unanimously to expend an additional \$7500 to increase traffic enforcement for the next thirty days during both the morning / evening drive time hours. This concentrated effort is meant to measure the efficacy of a focused enforcement and to determine the appropriate steps to calm traffic and reduce speeding in the community.

STAFF REPORT: For the past six months the City Staff has been working with officials from Washington County and MNDOT to craft a Traffic policy to reduce speed and increase motorist safety. While several mechanisms such as roundabouts and four-way stop intersection have been suggested, almost all agree that stepped up enforcement is the best avenue to affect short term change in motorist's behavior. While the staff continues to explore ways to improve traffic safety

through physical means and traffic analysis, it strongly advocates for a reduction in speed to a rate more acceptable / expected in a downtown, urban setting. Staff believes that the current traffic pattern & behavior caused by external detours warrant at least the temporary adjustment in speed on both Lake Elmo Avenue and STH 5 and that this adjustment could be used to forecast future traffic behavior as growth and a new St. Croix Bridge is completed.

In addition, MNDOT is pursuing a Road Safety Audit to take a comprehensive look at traffic safety on STH 5. A Road Safety Audit (RSA) is the formal safety performance examination of an existing or future road or intersection by an independent, multidisciplinary team. It qualitatively estimates and reports on potential road safety issues and identifies opportunities for improvements in safety for all road users. The FHWA works with State and local jurisdictions and Tribal Governments to integrate RSAs into the project development process for new roads and intersections, and also encourages RSAs on existing roads and intersections.

The aim of an RSA is to answer the following questions:

- What elements of the road may present a safety concern: to what extent, to which road users, and under what circumstances?
- What opportunities exist to eliminate or mitigate identified safety concerns

RECOMMENDATION: Staff recommends the following policy actions be taken to improve traffic safety on Lake Elmo Avenue roadways:

1. **Adopt a “zero tolerance” traffic enforcement policy for posted speed limits in Lake Elmo;**
2. **Encourage Washington County to reduce the speed limit on Lake Elmo Avenue to 30 MPH north of 20th Street to STH 5;**
3. **Encourage MNDOT to reduce the speed limit on STH 5 from 55 MPH to 45 MPH from Jamaca Avenue to Klondike Street; reduce the speed limit from Klondike Avenue to Manning Avenue to 30 MPH in recognition of the urban nature of the thoroughfare;**
4. **Encourage MNDOT to complete the scheduled “Road Safety Audit” on STH 5 as funds become available.**

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff.....Mayor Facilitates
- Public Input, if AppropriateMayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion.....Mayor Facilitates

Lake Elmo Septic Survey Update

As of 9/13/12, we have received 17 responses to the septic survey sent out on 8/31/12. The survey was sent to all property owners (24) abutting the section of Legion Ave. adjacent to 30th St. N., yielding a response rate of 71% up to this point. Regarding the last question on the survey, inquiring about the interest of being connected to City sanitary sewer, the results thus far are the following:

| Q8. Interest in connection to City sanitary sewer on Legion Ave. | | |
|---|----------|----------|
| Response | # | % |
| Yes | 9 | 52.9% |
| No | 2 | 11.8% |
| Unknown | 6 | 35.3% |
| Total | 17 | |