



2015 Budget Workshop – 5:00 p.m.
City Council Meeting – 6:00 p.m.
Tuesday, July 15, 2014
Lakeland City Hall

City Council Workshop

PRELIMINARY 2015 BUDGET WORKSHOP

Regular City Council Meeting

- | | | |
|-----|--|--------------------------------|
| 1. | CALL TO ORDER | Bob Livingston |
| 2. | PLEDGE OF ALLEGIANCE | Bob Livingston |
| 3. | CONSENT AGENDA – Items defined as routine business not requiring discussion and approved by roll call vote. Items may be pulled from the Consent Agenda for discussion and/or separate action. | Bob Livingston |
| 4. | LAW ENFORCEMENT REPORT | Amy Williams
Deputy Sheriff |
| 5. | PETITIONS TO THE COUNCIL – Items requested to be placed on the Agenda from the public or from the floor. | Bob Livingston |
| 6. | VARIANCE APPLICATION / Elizabeth Dahlin Nustvold & Daniel Nustvold
To construct a porch at 1121 Quentin Avenue South | Chris Wallberg |
| 7. | CITY STAFF REPORTS
- Attorney
- City Clerk
- City Engineer
- Public Works Director
- Treasurer | |
| 8. | COUNCIL MEMBER REPORT/Glasgow | Richard Glasgow |
| 9. | COUNCIL MEMBER REPORT/Williams | Amy Williams |
| 10. | COUNCIL MEMBER REPORT/Paiement | Joe Paiement |
| 11. | COUNCIL MEMBER REPORT/Bednar | Asia Bednar |
| 12. | MAYOR'S REPORT | Bob Livingston |
| 13. | ADJOURN | Bob Livingston |

CONSENT AGENDA

CONSENT AGENDA ITEMS are defined as routine business not requiring discussion and approved by roll call vote. Members may elect to pull Consent Agenda item(s) for discussion and/or separate action.

- A. Minutes of the June 17, 2014 Regular City Council meeting
- B. Treasurer's Report
- C. Bills to be Approved
- D. AFP No. 1 / 2014 Crack Sealing Street Improvements to Precision Sealcoating, Inc.
in the amount of \$133,395.00

CITY COUNCIL MEETING
Tuesday, June 17, 2014

CITY COUNCIL PRESENT: Bob Livingston, Asia Bednar, Richard Glasgow
STAFF PRESENT: Chris Wallberg, Matt Kline, Tom Niedzwiecki, Josh Brekken
OTHERS PRESENT: Leah Stanton, Chris White, Donald James Space

1. **CALL TO ORDER** by Mayor Livingston at 6:21 p.m.
2. **PLEDGE OF ALLEGIENCE** *was recited.*
3. **CONSENT AGENDA – M/S/P (Glasgow/Bednar) to approve the Consent Agenda. Livingston, Glasgow, Bednar voted aye. Motion passed.**
 - A. Minutes of the May 20, 2014 Regular City Council meeting
 - B. Treasurer's Report
 - C. Bills to be Approved
 - D. Resolution re-appointing Don James to the LSCVFPD Board, term to expire 6/31/16
 - E. Resolution appointing Election Judges for 2014 Primary and General Elections
4. **LAW ENFORCEMENT REPORT** – Postponed.
5. **PETITIONS TO THE COUNCIL** – Donald James Space, 1109 Quixote Avenue North, requested the Council address his concerns regarding the Court ordered requirements for his property. He stated he has been unable to seed the northern portion of his property, as directed by the court order, due to constant flooding. He stated seeding the northern area of the property is not possible and sought compromise regarding this portion of the court order. Brekken recommended the Council take no action in terms of compromise regarding the seeding requirements. He stated there was discussion with the City Engineer regarding the original seeding completion date requirement, which was June 15, 2014; he advised granting an extension until July 31, 2014. Space stated the belief that the Council has oversight of the seeding per the Court Order and has the ability to waive or amend its requirements. Brekken stated the Court Order does read that the area shall be re-vegetated pursuant to the direction and precautions of the City, which allows a level of discretion with the City Council. He added that he recommends only allowing an extension of the seeding completion date. Any further review could be provided by the City Engineer, which would allow the Council to have complete information with which to make further decisions. Space invited the City Council to visually inspect the area of his property he claims cannot be re-vegetated. Livingston stated he agreed that an extension should be granted until July 31, 2014 to complete the vegetation; would allow the City Engineer to inspect the property if necessary. There was consensus among the Council to extend the vegetation completion date to July 31, 2014. Livingston stated that any recommendations for altering the requirements of the Court Order should be issued by the City Engineer. Space stated his property has become a holding pond since Quixote Avenue North was paved due to the ditch being altered. Space claimed the water used to drain into the park but no longer does. Kline stated that the drainage was not altered when Quixote Avenue North was paved and that the water level was due to the river. Livingston suggested Kline and Parotti examine Space's claim and provide an opinion regarding how to proceed.
6. **OUTDOOR TEMPORARY SALES / EVENTS STANDARDS** – Wallberg stated that the amendment to the Outdoor Temporary Sales/Event Standards was addressed because an individual requested to place a seasonal outdoor produce stand at Lakeland Village. As the standards were originally passed, the stand would not be allowed for longer than 10 days. As the standards currently read, a CUP or IUP would be required for a seasonal produce stand, which would complicate the process for potential businesses. The Planning Commission reviewed the standards and recommended to add exemptions for produce stands and garden centers to the standards. She stated these exceptions would be considered accessory sales for uses that are already permitted. She added that a Certificate of Compliance would be required for tenants. Wallberg reiterated that the 10-day restriction would still be applicable to businesses other than Christmas Tree Sales, Farmer's Markets, Produce Stands and Garden Centers. She stated the cost for a Certificate of Compliance is \$125. **M/S/P (Glasgow/Bednar) to approve the amended Outdoor Temporary Sales/Events Standards as presented. Livingston, Glasgow, Bednar voted aye. Motion Passed.**
7. **STAFF REPORT**

Attorney – No report.

City Engineer – No report.

City Clerk – Items reported in the Clerk's Office Administration Report. There was discussion regarding parking at the end of Quixote Avenue North.

Public Works Director – Kline provided an update on the Quixote Avenue North Drainage Project and stated the latest estimates from the WMO and City Engineer are approximately \$4,000 greater than what was anticipated. He stated the City would have to contribute \$29,000 as opposed to the anticipated \$25,000 in this scenario. The WMO is applying for a grant to cover some of the engineering costs. He stated that halting the project and not going out for bids would be pointless since the project had progressed so far. Staff recommended that the project be placed for bid. He stated if the bids come in higher than desired it can be placed for bid again in 2015. If bids still are high in 2015, a meeting could be held with contractors to discuss possible areas to cut costs. There was discussion regarding funds allocated during the last legislative session to reduce phosphorus pollution in the St. Croix River. Niedzwiecki stated that he discussed funding for the Quixote Avenue North Drainage Project with Kline. He added that \$18,000 is available in the Long Term Improvement Fund; specifically money that was allocated for a Surface Water Drainage project associated with Great River Greening; funds are no longer designated for that use. He added the City still expects to receive \$15,000 from FEMA. There was discussion regarding use of the Cable Funds. Livingston stated there was a very real need for upgrades of the City's computers and would like to see some of the Cable funds used. He stated he would like Staff to look into up upgrading computer equipment. Glasgow stated he received information and materials from a resident stating concern over placing fluoride in the water supply [Documents on file with City Clerk].

Treasurer – Niedzwiecki reported he prepared at preliminary 2015 budget. He stated it showed about a 2.2% increase in the budget, which included quite a few changes. He stated all the changes have been made based on his own estimations and he has received no input from staff. He stated he made changes to line items including City Zoning Administration, Recycling and City Attorney. He stated the biggest increase was for Public Works Snow and Ice, which was increased by 25%; feels discussion regarding the increase is warranted. He stated he would like to have a workshop in July to discuss the budget; budget is required to be certified on September 15. He stated final numbers have not been provided for 2015 costs/dues for the Washington County Sheriff, SCWMO, League of MN Cities and Washington County Elections. He stated there was some uncertainty regarding staff expenses for 2015. There was discussion regarding the increase in Lakeland's tax rate percentage. Kline stated that many communities assess for road maintenance and improvements and Lakeland does not, which can skew the tax rate. Niedzwiecki stated that the main reason for the tax rate increase was a \$40 million decrease in Lakeland's taxable market value since 2010. He stated he does expect an increase in the taxable market value for 2015, but is unsure of what the increase will be. He stated the new playground equipment for Humphries Park was paid for in May. There was \$3,300 in Applicant Escrow write-offs. He added money was received from Donald James Space for the reimbursement of court costs. He is expecting approximately \$10,000 in Applicant Escrow will be written off in the near future. Livingston stated he would to see a list of Lakeland's assets and a narrative of how they will be utilized. There was discussion regarding quantifying the monetary value of City services.

Zoning – None.

8. **COUNCIL MEMBER REPORT/** Glasgow reported the LSVFD had 52 runs in May, 17 were in Lakeland. He read into record a documented statement from Ruth Miller regarding naming the Crocker Park playground in honor of Zach Sobiech [Document on File with the City Clerk]. Livingston stated he would like to honor Zach Sobiech's life in some fashion but would like to investigate options. There was discussion regarding concern over the name of Crocker Park being changed and it was proposed that only the name of the playground would be changed. Glasgow stated he spoke with the Sobiech family who supported the idea, and that many others in the Valley were in favor. Wallberg requested that Glasgow provide documentation he intends to present at Council Meetings to the City Hall prior to the meeting so the Council and public have an adequate opportunity to review it. Glasgow reported that the County Attorney would be speaking at the Water Street Inn on June 24 at 7:15 p.m. He stated there would be an Alliance meeting on June 23.
9. **COUNCIL MEMBER REPORT/** Williams not present to report.

- 10. COUNCIL MEMBER REPORT/** Paiement not present to report. Chris White stated the Personnel Committee did not meet but had discussed Jacob McNabb's performance review via e-mail. She stated this exchange took place between Councilmember Paiement and herself, and they agreed with McNabb's positive performance review from the Public Works Director. She stated the information was e-mailed to Councilmember Williams who had not responded. She added two votes represent a majority of the Personnel Committee and recommended a 3% wage increase for McNabb, retroactive to May 28, 2014. The Council recognized McNabb for a job well done. **M/S/P (Livingston/Bednar) to accept the Personnel Committee recommendation of a 3% wage increase for Jacob McNabb effective May 28, 2014. Livingston, Glasgow, Bednar voted aye. Motion Passed.**
- 11. COUNCIL MEMBER REPORT/** Bednar reported that Al Bergevin visited Crocker Park to have his picture taken with his recognition plaque. She recognized all the volunteers who helped with installation of the new park equipment at Humphries Park. She stated the installation of the new equipment is nearly complete. She stated she would now focus on the bike trail. Livingston stated he was pleased that volunteers had participated and hoped that residents would continue to volunteer in the future. Wallberg stated that as a resident, she was appreciative of Bednar's enthusiasm and dedication to completing the Humphries Park playground equipment project.
- 12. MAYOR'S REPORT/** Livingston had no report.
- 13. ADJOURN – M/S/P (Glasgow/Bednar) to adjourn meeting at 7:27 p.m. Livingston, Glasgow, Bednar voted aye. Motion Passed.**

Bob Livingston, Mayor

Steve Iverson, Deputy Clerk/Recorder

CITY OF LAKELAND
Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Clerk's Checks						
Bill Pmt - Check	06/26/2014	1764	Tri-State Bobcat, Inc.	N04751, T22202	100 - General Fund	(57.75)
Bill	06/30/2014		200 Special Parks Fund:A, Special Parks - City:4525	Bobcat Bucket Rental	210 - Operating Supplies/Expense	55.00
			200 Special Parks Fund:A, Special Parks - City:4525	Sales Tax	210 - Operating Supplies/Expense	2.75
TOTAL						57.75
West Marine						
Bill Pmt - Check	06/17/2014	1767	601 Water Utility Fund:B, Exp:49400	Water Department	100 - General Fund	(44.97)
Bill	06/19/2014		601 Water Utility Fund:B, Exp:49400	Water Department	210 - Operating Supplies/Expense	44.97
TOTAL						44.97
Lakeland Post Office						
Bill Pmt - Check	06/18/2014	1768	Lakeland Post Office		100 - General Fund	(367.48)
Bill	06/19/2014		601 Water Utility Fund:B, Exp:49400	Water Department	350 - Printing & Publishing	367.48
TOTAL						367.48
Lakeland Post Office						
Bill Pmt - Check	06/26/2014	1769	Lakeland Post Office		100 - General Fund	(409.53)
Bill	06/26/2014		601 Water Utility Fund:B, Exp:49400	Water Department	350 - Printing & Publishing	321.59
			601 Water Utility Fund:B, Exp:49400	Water Department	350 - Printing & Publishing	87.94
TOTAL						409.53
Lakeland Post Office						
Bill Pmt - Check	07/02/2014	1771	Lakeland Post Office		100 - General Fund	(196.38)
Bill	06/30/2014		801 LT Imp Fund:E, Communications	July 2014 Newsletter Postage	350 - Printing & Publishing	150.38
			100 Gen'l Fd:B, Exp:03 Gen'l Gov't - Oth:41900	Oth General Postage	350 - Printing & Publishing	46.00
TOTAL						196.38
Consultant Fees						
Bill Pmt - Check	07/10/2014	15555	Johnson/Turner Attorneys at Law		100 - General Fund	(1,546.25)
Bill	06/30/2014		100 Gen'l Fd:B, Exp:03 Gen'l Gov't - Oth:41610	Legal Correspondence & Filing, CC Meeting Prep & Attend	41610 - Legal Services - General	402.50
			199 Applicant Escrow Fund:49199	General Escrow	41610 - Legal Services - General	118.75
			100 Gen'l Fd:B, Exp:03 Gen'l Gov't - Oth:41615	Legal Lakeland Prosecution	41615 - Legal Services - Prosecution	1,025.00
TOTAL						1,546.25
Animal Control						
Bill Pmt - Check	07/10/2014	15556	Kathi Pelhar - Animal Control	March 2012	100 - General Fund	(192.99)
Bill	06/30/2014		100 Gen'l Fd:B, Exp:04 Public Safety:42700	Animal Impound & Mileage	42700 - Animal Control & Impound Servs	192.99
TOTAL						192.99
Leah Stanton (Videographer)						
Bill Pmt - Check	07/10/2014	15557	Leah Stanton (Videographer)		100 - General Fund	(75.00)
Bill	06/19/2014		801 LT Imp Fund:E, Communications	Filming City Council Meetings 6/17/14	320 - Communication	75.00
TOTAL						75.00
Mark Nagel (1099 Vendor)						
Bill Pmt - Check	07/10/2014	15558	Mark Nagel (1099 Vendor)		100 - General Fund	(350.00)
Bill	06/30/2014		100 Gen'l Fd:B, Exp:02 Admin & Fin:41350	City Of June 2014 Retainer	41520 - City Gov't Affairs	350.00
TOTAL						350.00
PressEnter LLP						
Bill Pmt - Check	07/10/2014	15559	PressEnter LLP		100 - General Fund	(270.00)
Bill	06/30/2014		100 Gen'l Fd:B, Exp:03 Gen'l Gov't - Oth:41900	Oth Aug 1, 2014 - Sep 1, 2014 - Contracted IT Services	352 - Web Site/IS Support	270.00
TOTAL						270.00

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Check	07/10/2014	15560	Thomas H. Niedzwiecki	2nd Qtr Treasurer Services	100 - General Fund	(2,480.00)
Bill	06/20/2014	20tr2014	100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Governmental funds QuickBooks	41510 - Treasurer Services	25.00
			601 Water Utility Fund:B. Exp:49400 Water Depart	Water Utility QuickBooks	41510 - Treasurer Services	20.00
			701 Bldg Insp Fd.B. Exp:49000 Gen'l Ops	Building Inspection QuickBooks	41510 - Treasurer Services	5.00
			100 Gen'l Fd.B. Exp:02 Admin & Fin:41510 Treasur	Governmental funds	41510 - Treasurer Services	1,275.00
			601 Water Utility Fund:B. Exp:49400 Water Depart	Water utility funds	41510 - Treasurer Services	975.00
			701 Bldg Insp Fd.B. Exp:49000 Gen'l Ops	Building inspection funds	41510 - Treasurer Services	180.00
TOTAL						2,480.00
Bill Pmt -Check	07/10/2014	15561	Short Elliott Hendrickson Inc.		100 - General Fund	(3,119.25)
Bill	06/19/2014	282824	401 Public Works Fund:B. Street Maint & Improv	Closeout of 2013 Street Improvement Project	41620 - City Engineer - General	629.28
			100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41620 City	Update City Mapping	41620 - City Engineer - General	110.00
			100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41620 City	City Engineer Report Preparation	41620 - City Engineer - General	107.25
			199 Applicant Escrow Fund:49199 General Escrow	Space Variance 1109 Quixote Ave N	41620 - City Engineer - General	71.50
			100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41620 City	6th St & Quixote Drainage Project Review	41620 - City Engineer - General	429.00
			199 Applicant Escrow Fund:49199 General Escrow	Quinn 641 Quixote Ave N	41620 - City Engineer - General	286.00
			199 Applicant Escrow Fund:49199 General Escrow	Gustafson 16678 7th St S; Review Survey	41620 - City Engineer - General	721.72
			199 Applicant Escrow Fund:49199 General Escrow	Nustvoid 1121 Quentin Ave S; Variance Review	41620 - City Engineer - General	214.50
Bill	06/19/2014	282826	401 Public Works Fund:B. Street Maint & Improv	2014 Street Improvements - Crack Sealing	41620 - City Engineer - General	250.00
			401 Public Works Fund:B. Street Maint & Improv	2014 Street Improvements - Seal Coating	41620 - City Engineer - General	300.00
TOTAL					Total Consultant Fees	3,119.25
					100 - General Fund	8,033.49
					100 - General Fund	(193.00)
Bill Pmt -Check	07/10/2014	15562	Appollo Systems		400 - Repairs and Maintenance	193.00
Bill	06/30/2014	164248	100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41940 Bldg	Security System Maintenance		193.00
TOTAL						193.00
Bill Pmt -Check	07/10/2014	15563	ECM Publishers, Inc.		100 - General Fund	(55.30)
Bill	06/27/2014	113431	199 Applicant Escrow Fund:49199 General Escrow	Nustvoid Variance Public Notice	350 - Printing & Publishing	55.30
TOTAL						55.30
Bill Pmt -Check	07/10/2014	15564	Lakeland Water Utility		100 - General Fund	(13.78)
Bill	06/27/2014		100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41940 Bldg	6/25/2014 Billing Date	43169 - Lakeland Water - City Hall	13.78
TOTAL						13.78
Bill Pmt -Check	07/10/2014	15565	Quill		100 - General Fund	(360.26)
Bill	06/27/2014	3873037	100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Staples; Printer Ink; Lysol Wipes; Soap; Paper Rolls	201 - Office Supplies/Misc	299.82
Bill	06/27/2014	3884144	100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Tissues	201 - Office Supplies/Misc	5.49
Bill	06/30/2014	68635167	100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Window Envelopes	201 - Office Supplies/Misc	54.95
TOTAL						360.26
Bill Pmt -Check	07/10/2014	15566	River Valley Printing		100 - General Fund	(525.00)
Bill	06/19/2014	4356	801 LT Imp Fund:E. Communications	1050 10 Pg April Newsletter	350 - Printing & Publishing	525.00
TOTAL						525.00
					Total City Hall/Clerk's Office Expense	1,147.34

CITY OF LAKELAND
Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt-Check	07/10/2014	15567	Action Rental		100 - General Fund	(137.00)
Bill	06/30/2014		200 Special Parks Fund:A. Special Parks - City:4525	Post Hole Auger 12"	210 - Operating Supplies/Expense	137.00
TOTAL						137.00
Bill Pmt-Check	07/10/2014	15568	Air Fresh Portable Toilets		100 - General Fund	(236.25)
Bill	06/30/2014	17266	100 Gen'l Fd:B. Exp:26 Rec & Pks:45207 Recreation	3 Portable toilets rental 7/7/14-8/3/14	210 - Operating Supplies/Expense	236.25
TOTAL						236.25
Bill Pmt-Check	07/10/2014	15569	AT&T Wireless Services		100 - General Fund	(85.49)
Bill	06/19/2014	825688837x06122014	601 Water Utility Fund:B. Exp:49400 Water Depart	5/05/14 - 6/4/14 Phone Bill	320 - Communication	85.49
TOTAL						85.49
Bill Pmt-Check	07/10/2014	15570	Batteries Plus		100 - General Fund	(24.95)
Bill	06/27/2014	477-105928	601 Water Utility Fund:B. Exp:49400 Water Depart	12V 8AH AGM VRLA	210 - Operating Supplies/Expense	24.95
TOTAL						24.95
Bill Pmt-Check	07/10/2014	15571	Engel Water Testing, Inc.		100 - General Fund	(270.00)
Bill	06/30/2014	14-13275	601 Water Utility Fund:B. Exp:49400 Water Depart	Water Samples 4/9/14; 5/14/14; 6/18/14	44155 - Water Testing & Consumer Confd	270.00
TOTAL						270.00
Bill Pmt-Check	07/10/2014	15572	Erickson Oil Products, Inc.		100 - General Fund	(718.84)
Bill	06/30/2014	370708	601 Water Utility Fund:B. Exp:49400 Water Depart	Water Fuel Expense	210 - Operating Supplies/Expense	263.84
			401 Public Works Fund:B. Street Maint & Improv	Streets Fuel Expense	43191 - Vehicle Fuel and Maintenance	117.00
			100 Gen'l Fd:B. Exp:26 Rec & Pks:45207 Recreation	Park Fuel Expense	210 - Operating Supplies/Expense	338.00
TOTAL						718.84
Bill Pmt-Check	07/10/2014	15573	Gopher State One-Call		100 - General Fund	(101.50)
Bill	06/30/2014	111932	601 Water Utility Fund:B. Exp:49400 Water Depart	72 E-Mail Tickets	210 - Operating Supplies/Expense	101.50
TOTAL						101.50
Bill Pmt-Check	07/10/2014	15574	Grainger		100 - General Fund	(225.80)
Bill	06/23/2014	9469841564	100 Gen'l Fd:B. Exp:26 Rec & Pks:45207 Recreation	875378473	210 - Operating Supplies/Expense	225.80
				Cordless Combination Kit		225.80
TOTAL						225.80
Bill Pmt-Check	07/10/2014	15575	Harddrives, Inc.		100 - General Fund	(65.73)
Bill	06/30/2014	8583	401 Public Works Fund:B. Street Maint & Improv	Tack Tower-Pail	43130 - Street Maintenance	40.00
Bill	06/30/2014	8599	401 Public Works Fund:B. Street Maint & Improv	42B Wear 38-28.49 Tons	43130 - Street Maintenance	25.73
TOTAL						65.73
Bill Pmt-Check	07/10/2014	15576	Hawkins Water Treatment Group, Inc.		100 - General Fund	(225.58)
Bill	06/27/2014	3611250	601 Water Utility Fund:B. Exp:49400 Water Depart	Chlorine 150 # Cylinder	210 - Operating Supplies/Expense	200.58
Bill	06/30/2014	3613377	601 Water Utility Fund:B. Exp:49400 Water Depart	Chlorine 150 # Cylinder	210 - Operating Supplies/Expense	25.00
TOTAL						225.58
Bill Pmt-Check	07/10/2014	15577	Menards		100 - General Fund	(585.15)
Bill	06/19/2014	57011	601 Water Utility Fund:B. Exp:49400 Water Depart	Storage Bags; Hand Soap; Pipe Compound; Teflon	210 - Operating Supplies/Expense	17.45
Bill	06/20/2014	57221	100 Gen'l Fd:B. Exp:26 Rec & Pks:45207 Recreation	Tie Wire; Hex Nut; Hex Bolt; Utility Hanger	210 - Operating Supplies/Expense	9.14
Bill	06/23/2014	57413	100 Gen'l Fd:B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Safety/Snow Fence; Heavy Duty Staples	210 - Operating Supplies/Expense	89.56

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	06/30/2014	58828	601 Water Utility Fund:B. Exp:49400 Water Depart	2" Semi Trash Pump/Honda	210 - Operating Supplies/Expense	469.00
TOTAL						585.15
Bill Pmt -Check	07/10/2014	15578	Metro Sales, Inc.		100 - General Fund	(100.34)
Bill	06/30/2014	INV19366	601 Water Utility Fund:B. Exp:49400 Water Depart	Black & White Meter/Color Meter	201 - Office Supplies/Misc	100.34
TOTAL						100.34
Bill Pmt -Check	07/10/2014	15579	SMH Properties, LLC		100 - General Fund	(146.90)
Bill	06/19/2014		401 Public Works Fund:C. 43200 Snow & Ice Contr	May 2014 Garage Utilities	43211 - Building Exp - Snow Ice	146.90
TOTAL						146.90
Bill Pmt -Check	07/10/2014	15599	St. Croix Autoworks		100 - General Fund	(15.79)
Bill	07/10/2014	2385	601 Water Utility Fund:B. Exp:49400 Water Depart	Tire Repair	400 - Repairs and Maintenance	15.79
TOTAL						15.79
Bill Pmt -Check	07/10/2014	15580	US Bank Equipment Finance		100 - General Fund	(134.72)
Bill	06/30/2014	257223495	601 Water Utility Fund:B. Exp:49400 Water Depart	Contract #500-0341363-000 Ricoh Copier Lease	570 - Office Equip & Furniture	134.72
TOTAL						134.72
Bill Pmt -Check	07/10/2014	15581	Washington County Public Safety Radio	4th Qtr 2013	100 - General Fund	(300.06)
Bill	06/19/2014	78990	801 LT Imp Fund:E. Communications	1st Qtr. 2014 Public Works 800 Radio User fees:9	320 - Communication	75.02
			801 LT Imp Fund:E. Communications	1st Qtr. 2014 Parks 800 Radio User fees:9	320 - Communication	75.02
			801 LT Imp Fund:E. Communications	1st Qtr. 2014 City 800 Radio User fees:9	320 - Communication	75.01
			801 LT Imp Fund:E. Communications	1st Qtr. 2014 Water Dept. 800 Radio User fees:9	320 - Communication	75.01
TOTAL					Total PW/Water Utility Expense	300.06
						3,374.10
Bill Pmt -Check	07/10/2014	15582	Centerpoint Energy #5155604-1		100 - General Fund	(245.63)
Bill	06/30/2014		601 Water Utility Fund:B. Exp:49400 Water Depart	16600 11th St N	43111 - Pumphouse 1 - Crprnt#5155604-1	245.63
TOTAL						245.63
Bill Pmt -Check	07/10/2014	15583	Centerpoint Energy #5155807-0		100 - General Fund	(105.01)
Bill	06/30/2014		601 Water Utility Fund:B. Exp:49400 Water Depart	Water Plant #2	43116 - Trmnt2 - Crprnt#5155807-0	105.01
TOTAL						105.01
Bill Pmt -Check	07/10/2014	15584	Centerpoint Energy #5304075-4		100 - General Fund	(92.37)
Bill	06/30/2014		100 Gen'l Fd:B. Exp:03 Gen'l Gov't - Oth:41940 Bldg	City Hall - 690 Quennell Ave N	43170 - City Hall - Crprnt#5304075-4	92.37
TOTAL						92.37
Bill Pmt -Check	07/10/2014	15585	Centerpoint Energy #9165631-4		100 - General Fund	(14.99)
Bill	06/30/2014		601 Water Utility Fund:B. Exp:49400 Water Depart	15825 Hudson Rd	43121 - Tower #1 Crprnt #9165631-4	14.99
TOTAL						14.99
Bill Pmt -Check	07/10/2014	15587	Xcel Energy #5456043-1		100 - General Fund	(32.02)
Bill	06/30/2014	418062496	601 Water Utility Fund:B. Exp:49400 Water Depart	16010 5th St S 2nd Tower	43118 - Booster St - Xcel 5456043-1	17.27
			601 Water Utility Fund:B. Exp:49400 Water Depart	1101 Rivercrest Rd Booster Station	43118 - Booster St - Xcel 5456043-1	14.75
TOTAL						32.02

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

07/11/14

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Check	07/10/2014	15588	Xcel Energy #5538063-9		100 - General Fund	(5.02)
Bill	06/27/2014	417199718	100 Gen'l Fd:B. Exp:04 Public Safety:42500 Civil D	Civil Defense 3rd	43177 - Siren 3rd St - Xcel 5538063-9	5.02
TOTAL						5.02
Bill Pmt -Check	07/15/2014	15608	Xcel Energy #5130948-5		100 - General Fund	(923.15)
Bill	06/30/2014	418574822	100 Gen'l Fd:B. Exp:12 Street Lighting:43160 Street	Street Lighting	43160 - Street Lighting Xcel#5130948-5	923.15
TOTAL						923.15
Recycling/Refuse/Spring Cleanup Expense						
Bill Pmt -Check	07/10/2014	15589	Maroney's Sanitation		100 - General Fund	(4,017.01)
Bill	06/19/2014	529671	100 Gen'l Fd:B. Exp:18 Refuse & Waste Removal:43	Spring Cleanup - MSW Dumping, Mattress/Box Spr	385 - Garbage Collection/Clean Up Day	941.11
Bill	06/19/2014	529974	601 Water Utility Fund:B. Exp:49400 Water Depart	Refuse Service	400 - Repairs and Maintenance	59.46
Bill	06/19/2014	529974	100 Gen'l Fd:B. Exp:18 Refuse & Waste Removal:43	Recycling May 2014 Recycling services	384 - Recycling Services	3,016.44
TOTAL						4,017.01
Humphries Park Equipment Expense						
Bill Pmt -Check	07/10/2014	15590	Cemstone Products Company		100 - General Fund	(560.00)
Bill	06/30/2014	1398797	200 Special Parks Fund:A. Special Parks - City:4525	Humphries Park Equipment Concrete 6/11/14 Ticked	210 - Operating Supplies/Expense	280.00
Bill	06/30/2014	1398798	200 Special Parks Fund:A. Special Parks - City:4525	Humphries Park Equipment Concrete 6/12/14 Ticked	210 - Operating Supplies/Expense	280.00
TOTAL						560.00
Water Utility Software Support Expense						
Bill Pmt -Check	07/10/2014	15591	Civic Systems, LLC		100 - General Fund	(1,277.00)
Bill	06/30/2014	CVC11942	601 Water Utility Fund:B. Exp:49400 Water Depart	Semi-Annual Software Support Fees July 1, 2014-D	318 - Water Billing & Admin Systems	1,277.00
TOTAL						1,277.00
Q3 Fire Protection Expense						
Bill Pmt -Check	07/10/2014	15592	Lower St. Croix Valley Fire Protection Di		100 - General Fund	(25,951.00)
Bill	06/30/2014	2014FireQr3	100 Gen'l Fd:B. Exp:04 Public Safety:42200 Fire Pr	Fire Protection Services Quarter 3 2014	42200 - Fire and Ambulance Services	25,951.00
TOTAL						25,951.00
Building Permit Surcharge Expense						
Bill Pmt -Check	07/10/2014	15593	MN Department of Labor and Industry		100 - General Fund	(92.58)
Bill	06/30/2014		701 Bldg Insp Fd:B. Exp:49000 Gen'l Ops	20301163080; 20302163082; 20305163090	382 - Building Permit State Surcharge	92.58
TOTAL						92.58
Water Bond Expense						
Bill Pmt -Check	07/10/2014	15594	Northland Trust Services, Inc.		100 - General Fund	(14,880.00)
Bill	06/19/2014	LKLN10A	606 Water Debt Serv Fund:C. Exp 2010 Refunding	GO General Obligation Water Revenue Refunding B	100 - General Fund	(14,880.00)
TOTAL						14,880.00
Spray Patching Expense						
Bill Pmt -Check	07/10/2014	15595	RCM Specialties Inc		100 - General Fund	(5,650.00)
Bill	06/30/2014	4334	401 Public Works Fund:B. Street Maint & Improvem	Spray Patching Service City Roads June 2014	43130 - Street Maintenance	5,650.00
TOTAL						5,650.00
Teens for Christ Spring Cleanup Expense						
					Total Spray Patching Expense	5,650.00

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Check	07/10/2014	15596	Teens for Christ	Spring Clean Up 2011	100 - General Fund	(1,622.00)
Bill	06/23/2014		100 Gen'l Fd:B. Exp:18 Refuse & Waste Removal:43	Clean Up Day expense for Labor (87 Vehicles)	385 - Garbage Collection/Clean Up Day	1,622.00
TOTAL						1,622.00
US Bank GO Bond Expense						
Bill Pmt -Check	07/10/2014	15597	US Bank (2008A TIF Imp Bond)	MN GO Improvement Bonds 2008A	100 - General Fund	(15,562.50)
Bill	06/27/2014		706 Lakeland Village Debt Serv Fund:B. Exp:44230	General Obligation Improvement Bond Int	44230 - Interest - 2008A Imp Bond	15,562.50
TOTAL						15,562.50
2013 Ford F-450 Expense						
Bill Pmt -Check	07/10/2014	15598	US Bank Equipment Finance 2013 Ford F-450		100 - General Fund	(10,807.33)
Bill	06/23/2014	255918831	401 Public Works Fund:E. Vehicle & Equipment Re	Ford F-450 2013 Lease Payment - Principal	43220 - Vehicle & Equipment Replacement	6,000.00
			401 Public Works Fund:E. Vehicle & Equipment Re	Ford F-450 2013 Lease Payment - Principal	43190 - Vehicle & Equipment Replacement	4,000.00
			100 Gen'l Fd:B. Exp:26 Rec & Pks:45207 Recreation	Ford F-450 2013 Lease Payment - Principal	580 - Other Equipment	807.33
TOTAL						10,807.33
Humphries Park Street Light Expense						
Bill Pmt -Check	07/10/2014	15586	Xcel Energy #510010446210-1		100 - General Fund	(6,267.30)
Bill	06/20/2014	416437696	100 Gen'l Fd:B. Exp:12 Street Lighting:43160 Street	Humphries Park Light Pole Installation	380 - Util Serv	6,267.30
TOTAL						6,267.30
Payroll Liability/DD Expense						
Liability Check	07/15/2014	15604	Madison National Life		100 - General Fund	(79.67)
					Payroll-Life Insurance	79.67
TOTAL						79.67
Liability Check	07/15/2014	15605	Minn NCPERS Group Life Ins.		100 - General Fund	(16.00)
					Payroll-Life Insurance	16.00
TOTAL						16.00
Liability Check	07/15/2014	15606	Minnesota Mutual		100 - General Fund	(48.90)
					Payroll-Life Insurance	38.90
					Payroll-Life Insurance	10.00
TOTAL						48.90
Liability Check	07/15/2014	15607	Public Employees Insurance Program		100 - General Fund	(746.91)
					Payroll-Health Insurance	746.91
TOTAL						746.91
Liability Check	07/15/2014	07152014	MN Dept. of Revenue	5525997	100 - General Fund	(758.00)
				Confirmation Number: 0-882-584-192	Payroll-SWHMN	758.00
TOTAL						758.00
Liability Check	07/15/2014	07152014	IRS (Form 941 Payroll Taxes)	41-0947530	100 - General Fund	(5,060.62)
				EFT ACKNOWLEDGEMENT NUMBER: 2704559	Payroll-Federal Withholding	2,111.00
				EFT ACKNOWLEDGEMENT NUMBER: 2704559	Payroll-Medicare	279.50
				EFT ACKNOWLEDGEMENT NUMBER: 2704559	Payroll-Medicare	279.50

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
				EFT ACKNOWLEDGEMENT NUMBER: 270458	Payroll-FICA	1,195.31
				EFT ACKNOWLEDGEMENT NUMBER: 270459	Payroll-FICA	1,195.31
TOTAL						5,060.62
Liability Check	07/15/2014	07152014	P.E.R.A.	572600	100 - General Fund	(2,381.80)
				SDR No 1013927	Payroll-PERA	1,102.69
				SDR No 1013927	Payroll-PERA	1,279.11
TOTAL						2,381.80
Check	06/30/2014	201407001	QuickBooks Payroll Service	Created by Direct Deposit Service on 06/27/2014	100 - General Fund	(4.50)
				100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth: Fee for 3 direct deposit(s) at \$1.5 each	201 - Office Supplies/Misc	4.50
TOTAL						4.50
Liability Check	06/30/2014	201407002	QuickBooks Payroll Service	Created by Payroll Service on 06/27/2014	100 - General Fund	(9,452.80)
				100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth: Fee for 6 direct deposit(s) at \$1.45 each	201 - Office Supplies/Misc	8.70
				Created by Payroll Service on 06/27/2014	2110 - Direct Deposit Liabilities	8.70
TOTAL						8.70
Check	07/14/2014	201407023	QuickBooks Payroll Service	Created by Direct Deposit Service on 07/11/2014	100 - General Fund	(3.00)
				100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth: Fee for 2 direct deposit(s) at \$1.5 each	201 - Office Supplies/Misc	3.00
TOTAL						3.00
Liability Check	07/14/2014	201407024	QuickBooks Payroll Service	Created by Payroll Service on 07/11/2014	100 - General Fund	(6,755.18)
				100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth: Fee for 11 direct deposit(s) at \$1.45 each	201 - Office Supplies/Misc	15.95
				Created by Payroll Service on 07/11/2014	2110 - Direct Deposit Liabilities	15.95
TOTAL						15.95
				Staff Payroll Expense	Total Payroll Liability/DD Expense	9,124.05
Paycheck	07/01/2014	201407005	Billington, Gail A	Direct Deposit	100 - General Fund	0.00
TOTAL						119.76
Paycheck	07/01/2014	201407006	Iverson, Steven C	Direct Deposit	100 - General Fund	0.00
TOTAL						1,628.66
Paycheck	07/01/2014	201407007	McNabb, Jacob M	Direct Deposit	100 - General Fund	0.00
TOTAL						2,084.65
Paycheck	07/01/2014	201407008	Regnier, Rick J	Direct Deposit	100 - General Fund	0.00
TOTAL						1,137.69
Paycheck	07/01/2014	201407009	Wallberg, Christine M	Direct Deposit	100 - General Fund	0.00
TOTAL						2,022.80
Paycheck	07/01/2014	201407010	Kline, Matthew D	Direct Deposit	100 - General Fund	0.00
TOTAL						2,450.54
Paycheck	07/15/2014	201407027	Billington, Gail A	Direct Deposit	100 - General Fund	0.00
TOTAL						117.09

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	07/15/2014	201407028	Iverson, Steven C	Direct Deposit	100 - General Fund	0.00
TOTAL						788.52
Paycheck	07/15/2014	201407029	Kline, Matthew D	Direct Deposit	100 - General Fund	0.00
TOTAL						1,701.96
Paycheck	07/15/2014	201407030	Wallberg, Christine M	Direct Deposit	100 - General Fund	0.00
TOTAL						1,274.21
Paycheck	07/15/2014	201407031	Regnier, Rick J	Direct Deposit	100 - General Fund	0.00
TOTAL						1,043.09
Paycheck	07/15/2014	201407032	McNabb, Jacob M	Direct Deposit	100 - General Fund	0.00
TOTAL						1,170.96
Bill Pmt - Check	07/01/2014	201407038	Matt Kline	Direct Deposit	100 - General Fund	(180.17)
Bill	07/01/2014		601 Water Utility Fund:B. Exp.49400 Water Depart	130 Miles @ \$.56 per mile - June 1-31	330 - Mileage & Transportation	123.20
Bill			601 Water Utility Fund:B. Exp.49400 Water Depart	Indelco Reimbursement: Flanges; Hose Clamp; Adap	210 - Operating Supplies/Expense	56.97
TOTAL						180.17
Bill Pmt - Check	07/01/2014	201407003	Christine Wallberg	Direct Deposit	100 - General Fund	(122.27)
Bill	07/01/2014		100 Gen'l Fd:B. Exp:02 Admn & Fin:41400 City Cle	62 Miles @ \$.56 per mile	330 - Mileage & Transportation	87.92
Bill			100 Gen'l Fd:B. Exp:03 Gen'l Gov't - Oth:41900 Oth	Postage Reimbursement	350 - Printing & Publishing	34.35
TOTAL						122.27
Bill Pmt - Check	07/01/2014	201407004	Rick Regnier	Direct Deposit	100 - General Fund	(94.24)
Bill	07/01/2014		199 Applicant Escrow Fund:49199 General Escrow	Menards Reimbursement: Impact Drill Bits; All Purp	199 - Applicant Escrow Fund	94.24
TOTAL						94.24
Bill Pmt - Check	07/15/2014	201407025	Rick Regnier	Direct Deposit	100 - General Fund	(200.00)
Bill	06/30/2014		401 Public Works Fund:B. Street Maint. & Improvme	Skid Steer Rental - June 2014	43192 - Equip Maint/Rental	200.00
TOTAL						200.00
Bill Pmt - Check	07/15/2014	201407026	Gail Billington (1099 Vendor)	Direct Deposit	100 - General Fund	(165.00)
Bill	06/30/2014		100 Gen'l Fd:B. Exp:03 Gen'l Gov't - Oth:41940 Bldg	Garden Maintenance	400 - Repairs and Maintenance	105.00
Bill			100 Gen'l Fd:B. Exp:03 Gen'l Gov't - Oth:41940 Bldg	Contract Cleaning - 5/20/14 & 6/17/14	400 - Repairs and Maintenance	60.00
TOTAL						165.00
CC/PC Payroll Expense						
Paycheck	07/15/2014	15600	Glasgow, Richard E		Total Staff Payroll Expense	16,301.61
TOTAL					100 - General Fund	(177.02)
Paycheck	07/15/2014	15601	Patement, Joseph M		100 - General Fund	(177.02)
TOTAL						177.02
Paycheck	07/15/2014	15602	Williams, Amy M		100 - General Fund	(177.02)
TOTAL						177.02
Paycheck	07/15/2014	15603	Ryan, Jeri		100 - General Fund	(57.73)

CITY OF LAKE LAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						57.73
Paycheck	07/15/2014	201407033	Bednar, Asia M	Direct Deposit	100 - General Fund	0.00
TOTAL						147.02
Paycheck	07/15/2014	201407034	Livingston, Robert A	Direct Deposit	100 - General Fund	0.00
TOTAL						288.59
Paycheck	07/15/2014	201407035	DeCorsey, Pete J	Direct Deposit	100 - General Fund	0.00
TOTAL						57.73
Paycheck	07/15/2014	201407036	White, Christina L	Direct Deposit	100 - General Fund	0.00
TOTAL						92.35
Paycheck	07/15/2014	201407037	Wirth, Diane	Direct Deposit	100 - General Fund	0.00
TOTAL						57.71
					Total CC/PC Payroll Expense	1,139.84
					Comcast Acct 1331	(59.90)
Bill Pmt - Check	07/11/2014	201407011	601 Water Utility Fund:B. Exp:49400 Water Depart	16600 11th St N	100 - General Fund	59.90
Bill	06/30/2014				320 - Communication	59.90
TOTAL						59.90
Bill Pmt - Check	07/11/2014	201407012	Comcast Acct 2538		100 - General Fund	(84.80)
Bill	06/30/2014		100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41940 Bldg, City Hall		320 - Communication	84.80
TOTAL						84.80
Bill Pmt - Check	07/11/2014	201407013	Comcast Acct 5143		100 - General Fund	(235.69)
Bill	06/30/2014		601 Water Utility Fund:B. Exp:49400 Water Depart	1190 St. Croix Trl S	320 - Communication	235.69
TOTAL						235.69
Bill Pmt - Check	07/11/2014	201407014	Deluxe Business Checks	68678729	100 - General Fund	(735.92)
Bill	06/30/2014		100 Gen'l Fd.B. Exp:03 Gen'l Gov't - Oth:41900 Oth	2000 Check & 400 Deposit Slips	201 - Office Supplies/Misc	735.92
TOTAL						735.92
Bill Pmt - Check	07/11/2014	201407015	Xcel Energy #4199534-8		100 - General Fund	(469.47)
Bill	06/30/2014	418045144	601 Water Utility Fund:B. Exp:49400 Water Depart	16600 11th St N	43110 - Pumphouse 1 - Xcel#4199534-8	469.47
TOTAL						469.47
Bill Pmt - Check	07/11/2014	201407016	Xcel Energy #4557135-5		100 - General Fund	(1,175.85)
Bill	06/30/2014	418560515	601 Water Utility Fund:B. Exp:49400 Water Depart	1190 St. Croix Trl S	43115 - Treat Plnt #2 - Xcel#4557135-5	1,175.85
TOTAL						1,175.85
Bill Pmt - Check	07/11/2014	201407018	Xcel Energy #4845518-9		100 - General Fund	(3.49)
Bill	06/30/2014	417188371	100 Gen'l Fd.B. Exp:04 Public Safety:42500 Civil D	Civil Defense 7th St	43178 - Siren 7th St - Xcel 4845518-9	3.49
TOTAL						3.49
Bill Pmt - Check	07/11/2014	201407019	Xcel Energy #5210458-2		100 - General Fund	(132.33)
Bill	06/30/2014	418058073	601 Water Utility Fund:B. Exp:49400 Water Depart	15825 8th St Tower #1	43119 - Tower #1 - Xcel 5210458-2	132.33
TOTAL						132.33

CITY OF LAKELAND
 Claims to be Approved
 June 16 through July 15, 2014

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Check	07/11/2014	201407020	Xcel Energy #5566766-8		100 - General Fund	(195.92)
Bill	06/30/2014	418067831	601 Water Utility Fund:B. Exp.49400 Water Depart	66600 11th Plant #1	43117 - Treat Plnt #1 - Xcel 5566766-8	195.92
TOTAL						195.92
Bill Pmt -Check	07/11/2014	201407021	Xcel Energy #6443752-3		100 - General Fund	(28.53)
Bill	06/30/2014	417215029	100 Gen'l Fd.B. Exp.26 Rec & Pks:45207 Recreation	3rd St S Park	43176 - Park Light - Xcel 6443752-3	28.53
TOTAL						28.53
Bill Pmt -Check	07/11/2014	201407022	Xcel Energy #6655105-9		100 - General Fund	(78.72)
Bill	06/30/2014	418259883	601 Water Utility Fund:B. Exp.49400 Water Depart	66600 11th Plant #1	43117 - Treat Plnt #1 - Xcel 5566766-8	78.72
TOTAL					Total Online/EFT Payment	78.72
						3,200.62

TOTAL JULY 2014 CLAIMS TO BE APPROVED \$131,502.07



Building a Better World
for All of Us®

MEMORANDUM

TO: Matt Kline | Director of Public Works
 FROM: John D. Parotti, PE | City Engineer
 DATE: July 9, 2014
 RE: 2014 Crack Sealing - Contractor Application for Payment
 SEH No. LAKEL 127195 14.00

Attached with this memo you will find a copy of the first Application for Payment (AFP No. 1) from the City's contractor, Precision Sealcoating, Inc., for work completed on the above project.

We have reviewed this application and find it to be consistent with our records of work completed by the Contractor. As a result, we recommend approval of payment as requested.

Below is a summary of approved construction funding and costs to date:

Construction Funding Summary

Item	Total
Original Contract	\$13,395.00
Change Orders - NONE	\$0.00
Total Construction Funding Approved by Council	\$13,395.00

Contractor Payment History

Application for Payment	Total
1 - June 21, 2014 (Final) - Pending Approval	\$13,395.00
Total Contractor Payments to Date	\$13,395.00

Please include this memo and attached AFP No. 1 (Final) in the Council packets for City Council consideration at the July 15, 2014 City Council meeting.

Attachment

p:\ko\lakel\127195\7-const-srvcies\73-contr-app-pay\crack sealing\afp 1 final memo 2014_07_09.docx



Application for Payment
(Unit Price Contract)
No. 1 (Final)

Eng. Project No.: LAKEL 127195

Location: Lakeland, Minnesota

Contractor Precision Sealcoating, Inc.
P.O. Box 24
Princeton, WI 54968

Contract Date 4-9-2014.

Contract Amount \$13,395.00

Contract for 2014 Street Maintenance - Bituminous Pavement Crack Sealing

Application Date 6-21-2014

For Period Ending 6-18-2014.

Item No.	Item	From	To	Est. Length (ft)	Est. Width (ft)	Est. Area (SY)	Bid Unit	Qty. to Date	Unit Price	Total Price
1	12th St So	Co. Rd. 18	Quinlan Ave. S.	650	24	1,733	LS	1	\$810.00	\$810.00
2	Quinlan Ave So	12th St So	South City Limits	350	24	933	LS	1	500.00	\$500.00
3	10th St Ct So	Co. Rd. 18	East End	310	24	827	LS	1	390.00	\$390.00
4	8th St Place So	Co. Rd. 18	East CDS	450	24	1,200	LS	1	480.00	\$480.00
5	8th St Place So	8th St Place So	North End	480	24	1,280	LS	1	495.00	\$495.00
6	7th St So	Co. Rd. 18	East End	930	22	2,273	LS	1	560.00	\$560.00
7	Quixote Ave No	6th St No	7th St No	500	14	778	LS	1	180.00	\$180.00
8	Quinlan Ave No	8th St No	3rd St No	2,875	25	7,986	LS	1	375.00	\$375.00
9	Rivercrest Rd No	11th St No	South End	1,300	24	3,467	LS	1	900.00	\$900.00
10	Rivercrest Rd No	11th St No	1243 Rivercrest Rd	480	24	1,280	LS	1	600.00	\$600.00
11	Rivercrest Rd No	1243 Rivercrest Rd	Old Toll Bridge Rd	595	26	1,719	LS	1	660.00	\$660.00
12	Rivercrest Rd No	Old Toll Bridge Rd	Old Toll Bridge Rd	705	24	1,880	LS	1	310.00	\$310.00
13	Rivercrest Rd No	Old Toll Bridge Rd	North City Limits	1,700	24	4,533	LS	1	405.00	\$405.00
14	2nd St No	Co. Rd. 18	Quehl Ave No	620	22	1,516	LS	1	200.00	\$200.00
15	Quehl Ave No	South End	Quehl Ave Ct No	860	22	2,102	LS	1	300.00	\$300.00
16	Quehl Ave Ct No	Quehl Ave No	East End	250	22	611	LS	1	290.00	\$290.00
17	Quehl Ave No	Quehl Ave Ct No	5th St Ct No	600	22	1,467	LS	1	260.00	\$260.00
18	5th St Ct No	Quehl Ave No	North End	450	22	1,100	LS	1	230.00	\$230.00
19	5th St No	5th St Ct No	Co. Rd. 18	500	22	1,222	LS	1	210.00	\$210.00
20	Quality Ave No	8th St No	Quality Ln No	300	24	800	LS	1	430.00	\$430.00
21	Quality Ave No	Quality Ln No	Quality Ln No	640	24	1,707	LS	1	295.00	\$295.00
22	3rd St No	Quality Ave No	6th St No	500	22	1,222	LS	1	310.00	\$310.00
23	6th St No	3rd St No	Quality Ave No	1,260	22	3,080	LS	1	140.00	\$140.00
24	3rd St No	Quality Ave No	Quant Ave No	1,300	18	2,600	LS	1	410.00	\$410.00
25	2nd St No	Quality Ave No	East End	480	22	1,173	LS	1	200.00	\$200.00
26	2nd St No	Quality Ave No	West End	520	22	1,271	LS	1	180.00	\$180.00
27	3rd St Ct So	3rd St So	South End	450	22	1,100	LS	1	160.00	\$160.00
28	Queenan Ave So	3rd St So	5th St So	1,320	22	3,227	LS	1	510.00	\$510.00
29	5th St So	Queenan Ave So	West End	875	22	2,139	LS	1	300.00	\$300.00

Item No.	Item	From	To	Est. Length (ft)	Est. Width (ft)	Est. Area (SY)	Bid Unit	Qty. to Date	Unit Price	Total Price
30	5th St So	Queenan Ave So	Co. Rd. 18	500	24	1,333	LS	1	400.00	\$400.00
31	St Cr Tr Frontage Rd	2nd St No	Division St	700	20	1,556	LS	1	230.00	\$230.00
32	St Cr Tr Frontage Rd	Freedom Station	North End	300	20	667	LS	1	195.00	\$195.00
33	Water Treatment Plant #2 Parking Lot; 1190 St. Croix Trail South					1,232	LS	1	400.00	\$400.00
34	Water Storage Tank #1 Site					1,304	LS	1	620.00	\$620.00
35	Water Storage Tank #2 Access Road and Site					4,544	LS	1	280.00	\$280.00
36	Humphries Park Parking lot					210	LS	1	180.00	\$180.00

Total Contract Amount

\$13,395.00

↳ ATTN: JOB Done + completed. (RW.)
To Price.

Application for Payment (continued)

Total Contract Amount	\$ <u>13,395.00</u>	Total Amount Earned	\$ <u>13,395.00</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		Percent Complete	_____
AFP No. 1: _____	AFP No. 6: _____	GROSS AMOUNT DUE	\$ <u>13,395.00</u>
AFP No. 2: _____	AFP No. 7: _____	LESS <u>0</u> % RETAINAGE	\$ _____
AFP No. 3: _____	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ <u>13,395.00</u>
AFP No. 4: _____	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ _____
AFP No. 5: _____		AMOUNT DUE THIS APPLICATION	\$ <u>13,395.00</u>

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2014 Street Maintenance - Bituminous Pavement Crack Sealing, Lakeland, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 6-21-14-June, 2014

Precision Sealcoating, Inc.
(Contractor)

COUNTY OF Green Lake Co.)
STATE OF Wisconsin) SS

By Bob Wedde - owner + S/T.
(Name and Title)
BOB WEDDE

Before me on this 21st day of June, 2014, personally appeared _____
Bob Wedde known to be, who being duly sworn did depose and say that he is the owner + S/T. (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires

X Sue Franke
(Notary Public)

X 2-28-16

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

[Signature]

Short Elliott Hendrickson Inc.

By John D. Parotti, PE

Date July 7, 2014

City of Lakeland

By _____

Date _____

PRECISION

INVOICE

Date: 6-21-2014.

TO: John Parotti (Eng.) 156 High Street Suite 300 New Richmond, WI. 54017-1128	FOR: City of Lakesland, MN. 2014-Street Crack Sealing. # LAKE-127195
--	--

DESCRIPTION	AMOUNT
<u>By the Roads, TOTAL</u> 36 Roads + Parking Lots =	13,395.00
Thanks, Bob - owner + S/T. Attn: I will send *I.C. 134* later. I will send *Letter of Consent of Surety* later.	
TOTAL	\$ 13,395.00

After I get them back +
Signed.

Amount Due A.S.A.P.

Make all checks payable to: Precision Sealcoating Inc.
Payment is due within 30 days.
Payments not received when due will incur a late payment charge that will be computed at the rate of 18% APR.
If you have any questions concerning this invoice, contact
Bob Wedde
(920) 229-3306

Thank you for your business!



N6450 River Road
Princeton, WI
54968

PHONE (920) 229-3306
FAX (920) 295-6709

AIA[®] Document G707™ – 1994

Consent Of Surety to Final Payment

PROJECT: <i>(Name and address)</i> 2014 Street Maintenance - Bituminous Pavement Crack Sealing	ARCHITECT'S PROJECT NUMBER: NA	OWNER: <input type="checkbox"/>
TO OWNER: <i>(Name and address)</i> City of Lakeland 690 Quinnell Ave N Lakeland MN 55043-9643	CONTRACT FOR: 2014 Street Maintenance - Bituminous Pavement Crack Sealing	ARCHITECT: <input type="checkbox"/>
	CONTRACT DATED: 05/28/2014	CONTRACTOR: <input type="checkbox"/>
		SURETY: <input type="checkbox"/>
		OTHER: <input type="checkbox"/>

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)
West Bend Mutual Insurance Company
8401 Greenway Blvd, Ste 1100
Middleton, WI 53562

on bond of
(Insert name and address of Contractor)
Precision Sealcoating, Inc.
N6450 River Rd
Princeton, WI 54968-8803

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the
Surety of any of its obligations to
(Insert name and address of Owner)
City of Lakeland
690 Quinnell Ave N
Lakeland MN 55043-9643
as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:
(Insert in writing the month followed by the numeric date and year.)

West Bend Mutual Insurance Company

(Surety)



(Signature of authorized representative)

KATHRYN A WEIDNER, Attorney-In-Fact

(Printed name and title)

Attest:
(Seal):





Power of Attorney

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

KATHRYN A WEIDNER

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Six Million Dollars (\$6,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-in-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2009.

Attest James J. Pauly
James J. Pauly
Secretary



Kevin A. Steiner
Kevin A. Steiner
Chief Executive Officer / President

State of Wisconsin
County of Washington

On the 1st day of March, 2009 before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that is was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



John F. Duwell
John F. Duwell
Executive Vice President - Chief Legal Officer
Notary Public, Washington Co. WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this _____ day of _____, _____



Dale J. Kent
Dale J. Kent
Executive Vice President -
Chief Financial Officer

Withholding Affidavit for Contractors

This affidavit must be approved by the Minnesota Department of Revenue before the state of Minnesota or any of its subdivisions can make final payment to contractors. For more detailed information, see the instructions on the back of this form.

Please type or print clearly. This will be your mailing label for returning the completed form.

Company name <u>Precision Sealcoating Inc.</u>	Daytime phone <u>920-229-3306</u>	Minnesota tax ID number <u>5585432X MN.</u>
Address <u>P.O. Box 24</u>	Total contract amount <u>\$ 13,395.-</u>	Month/year work began <u>June - 2014</u>
City State ZIP code <u>Princeton, WI. 54968</u>	Amount still due <u>\$ 13,395.00</u>	Month/year work ended <u>June - 2014.</u>

Project number <u>LAKEL-127195</u>	Project location <u>City of Lakeland, MN.</u>
Project owner <u>690 Quinnell Ave. (North), Lakeland, MN.</u>	City State ZIP code <u>55043</u>
Did you have employees work on this project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If no, who did the work? <u>my self + WI. Employees only.</u>	

Check the box that describes your involvement in the project and fill in all information requested.

Sole contractor

Subcontractor
Name of contractor who hired you _____
Address _____

Prime contractor—if you subcontracted out any work on this project, all of your subcontractors must file their own IC134 affidavits and have them certified by the Department of Revenue before you can file your affidavit. For each subcontractor you had, fill in the information below and attach a copy of each subcontractor's certified IC134. If you need more space, attach a separate sheet.

Business name <u>NO Minnesota Employees At All.</u>	Address <u>WI. # Federal # 39-1814017</u>	Owner/Officer <u>" # State # 514407</u>
<u>U.C. Account # 617554-000-1</u>		

I declare that all information I have filled in on this form is true and complete to the best of my knowledge and belief. I authorize the Department of Revenue to disclose pertinent information relating to this project, including sending copies of this form, to the prime contractor if I am a subcontractor, and to any subcontractors if I am a prime contractor, and to the contracting agency.

Contractor's signature Bob Wiede - owner & S/T. Date 6-21-14

Mail to: Minnesota Revenue, Mail Station 6610, St. Paul, MN 55146-6610
Phone: 651-282-9999 or 1-800-657-3594 (TTY: Call 711 for Minnesota Relay).

Certificate of Compliance

Based on records of the Minnesota Department of Revenue, I certify that the contractor who has signed this certificate has fulfilled all the requirements of Minnesota Statutes 290.92 and 270C.66 concerning the withholding of Minnesota income tax from wages paid to employees relating to contract services with the state of Minnesota and/or its subdivisions.

Department of Revenue approved [Signature] Date JUN 30 2014



TO: City Council

FROM: Chris Wallberg – City Hall

RE: 1121 Quentin Avenue South / Elizabeth and Daniel Nustvold
Application for Variance to Construct a Screen Porch

DATE: July 15, 2014

Application

Elizabeth and Daniel Nustvold made application for variances to construct of a porch on the east side of the existing home at 1121 Quentin Avenue South, the plans and narrative for which are attached.

The existing house is a substandard structure because it does not meet the required setback from the bluff line. Variances are be required to allow the porch addition in the bluff line setback, expand the roofline on the existing substandard structure and increase the area encroaching into the bluff line setback.

Process

Variance is required where it is determined that, because of hardships, strict enforcement of the regulations is impractical. The law requires that approval of applications for variance first meet a test of a series of practical difficulties standards and be consistent with Ordinances and the Comprehensive Plan. Conditions may be imposed in the granting of a variance to ensure compliance and to protect the adjacent properties and the public interest, especially in regard to the view from the river.

Notification of public hearing on this matter was published, posted and mailed to owners of all properties within 500', as required by state statute. Planning Commission reviewed the application and input from neighbors, DNR, WMO and City Engineer. They recommend adoption of Resolution (attached) approving variances to allow construction of a screen porch east of the existing home including findings of fact and conditions as presented.

Should Council wish to consider approval of this application, suggested action is to move and second to adopt attached Resolution 2014-__ approving application by Elizabeth and Daniel Nustvold for variances to allow a screen porch to be constructed east of the existing home at 1121 Quentin Avenue South; with findings of fact and conditions as presented and recommended by the PC. Roll call is recommended.

CW

Draft

RESOLUTION NO. 2014-_____

CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING VARIANCES TO ALLOW
CONSTRUCTION OF A SCREEN PORCH IN THE BLUFFLINE SETBACK
AT 1121 QUIXOTE AVENUE NORTH

WHEREAS, the City of Lakeland is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Lakeland has adopted zoning, subdivision, and building regulations as part of the Lakeland Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Elizabeth Dahlin Nustvold and Daniel Nustvold (Applicants) have made application to the City for variances to allow construction of a porch that is closer to the bluffline than allowed by Ordinance; and

WHEREAS, the real property affected by said application is legally described as:

PID 11.28.20.12.0011

All that part of the following described parcel lying southerly of the North 161.05 feet thereof:

All that part of Lot One (1), in Section Eleven (11), in Township Twenty-eight (28) North of Range Twenty (20) West, described as follows:

Beginning at a point on the easterly line of the right-of-way of the Chicago, Milwaukee, St. Paul and Pacific Railway Company and Four Hundred Fifteen (415) feet, south of the north line of said Lot One (1), thence east on a line parallel with the north line of said Lot One (1) to the water line of Lake St. Croix; thence southerly along the water line of Lake St. Croix Three Hundred Twenty-two and one tenth (322.1) feet more or less to the northerly line of the property theretofore conveyed by S. B. Dean and C. Gloria Longbotham by Warranty Deed dated April 18, 1938, and recorded April 25, 1938, in the office of the Register of Deeds of Washington County, Minnesota, in Book 129 of Deeds, Page 327; thence west along said northerly line of the said Longbotham property and on a line parallel with the north line of said Lot One (1) to a point in the easterly line of the said railroad right-of-way, said point being Seven Hundred Thirty-seven and One Tenth (737.1) feet south of the north line of said Lot One (1); thence Northeasterly along the said easterly line of the said railroad right-of-way to the point of beginning; subject to an easement for roadway purposes along the westerly line of the above described tract, said easement being Twenty (20) feet in width measured easterly at right angles from the easterly line of said railroad right-of-way; and reserving to the said first parties the right to use said easement as a means of ingress to and egress from the land owned by said first parties immediately to the North of the tract hereby conveyed.

WHEREAS, the Planning Commission held a Public Hearing on July 1, 2014 at which the recommendation was to approve the requested variances on a vote of 4-0-0; and

WHEREAS, the City Council considered the variance request at its regular meeting on July 15, 2014 and considered all of the comments, concerns and recommendations of the Planning Commission, the Zoning Administrator and the Applicants.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lakeland hereby approves the following variances to allow construction of a porch at 1121 Quentin Avenue South, based on the following findings of fact and subject to the conditions as listed:

Variances Approved

1. Allow the porch addition to be located 32' from the bluff line, within the 40' bluff line setback minimum.
2. Expand the roofline on the existing substandard structure.
3. Increase the area encroaching into the bluff line setback.

Findings of Fact

1. The proposed structure will not exceed the height of the roof line of the existing structure.
2. The proposed structure will not exceed the maximum impervious surface allowed.
3. While the proposal will expand the roofline on the structure, it will not exceed the 35' maximum height allowed by Ordinance.
4. The proposal will maintain safe and healthful conditions because the septic system has been determined to be in conformance with size requirements to serve the existing house, and the porch does not affect that requirement.
5. The proposal does not affect the site with respect to floodways, floodplains, slopes and blufflines because the porch is not located on a steep slope or bluff.
6. The property owners are proposing to use the property in a reasonable manner, because a porch is a reasonable use on a single family home property.
7. While the property owners' problem is not due to circumstances unique to the property not caused by them, the proposed structure will not encroach farther into the bluff line setback than the existing structure.
8. The proposed structure will not alter the essential character of the locality, and is compatible with uses on adjacent land because the porch is reasonable for the property.
9. The variances are in harmony with the general purposes and intent of the Ordinances.
10. The variances are consistent with goals the Comprehensive Plan to preserve and protect the natural scenic values and resources of the St. Croix River Valley.

Conditions of Approval

1. Runoff from the proposed addition and the existing house shall be directed away from the bluff to the greatest extent possible using gutters and downspouts.
2. Erosion control measures shall be installed prior to the start of construction and maintained in good repair until the entire project area has been restored.
3. The septic drain field shall not be used as a parking or staging area.
4. The Applicants shall comply with any future orders issued by Washington County Department of Public Health and Environment relative to the septic system on the property.
5. A rain garden or localized depression shall be placed to capture and hold stormwater. Stormwater volume control is provided for a least 15.4 ft³; the first ½ inch of runoff for The proposed 369 sq. ft. of new impervious area.
6. Review shall be done by the Zoning Administrator and DNR when the project is complete to determine whether/what screening is necessary to assure minimal visual impact from the River.
7. While the plans indicate that the porch will be light in color, Applicants have agreed to use materials that match the brown trim on the existing home to meet the requirement for earth or summer vegetation colors.
8. Applicants will contact the City Clerk for site inspection as the project is nearing completion.
9. All work to be performed shall be completed no later than October 1, 2014, unless extended by the City Clerk.

Passed and adopted by the City Council for the City of Lakeland this 15th day of July, 2014.

Robert Livingston, Mayor

ATTEST

Chris Wallberg, City Clerk

Excerpt of:

PLANNING COMMISSION MEETING
Tuesday, July 1, 2014

PLANNING COMMISSION PRESENT: Chris White, Diane Wirth, Pete DeCorsey, Jeri Ryan

STAFF PRESENT: Chris Wallberg

OTHERS PRESENT: Daniel Nustvold, Elizabeth Nustvold, Pat Riley

1. **CALL TO ORDER** by Planning Commission Chair White at 6:01 p.m.
2. **PLEDGE OF ALLEGIENCE** was recited.
3. **APPROVED MEETING MINUTES – M/S/P(Ryan/Wirth) to approve the meeting minutes from the June 3, 2014 Planning Commission meetings. Motion passed.**
4. **VARIANCE APPLICATION / ELIZABETH & DANIEL NUSTVOLD**
 - A. Public Hearing for Variances to Construct a Porch at 1121 Quentin Avenue South
 1. Call to Order at 6:03 p.m.
 2. Review of Application – Wallberg introduced the application for variances to place a screen porch on the east side of their existing home, and reviewed application materials (on file with City Clerk).
 3. Public Comments – Pat Riley – 1119 Quentin Avenue South / immediately north of the subject property said that he has reviewed and thinks the plans are good, and that neither he nor his wife have any objections. He recommended the PC go ahead with the project.
 4. Written Comments – Letter in support of the project from Stan & Jennifer Hubbard – 1011 Quentin Avenue South was read into the record (on file with City Clerk).
 3. Hearing Closed at 6:07 p.m.

There was discussion about and White reported that the Nustvold's have agreed to use materials that match the brown trim on the existing house. There was discussion about vegetative screening recommended by the DNR. White said that she visited the site, and that the new porch with colors as agreed would have minimal impact from the River because there are a number of maples and pines between the structures and River; and Ryan added that no vegetation is planned to be removed as part of the project. There was consensus that existing vegetation is reasonable for the reasons given. Ryan reported that the MSCWMO has approved the project, with the condition that something be done to capture and hold stormwater; and there was consensus to incorporate that condition into recommendation to Council. Ryan referred to recommendations from the City Engineer; and White pointed out items in that recommendation that vegetation is not to be removed and erosion control measures are to be in place prior to the start of construction and until the project is done. Elizabeth Nustvold asked about and White explains that their contractor can be in touch with the Engineer about those details.

M/S/P (Ryan/DeCorsey) to recommend the City Council adopt Resolution approving the application by Elizabeth and Daniel Nustvold for variances to allow a screen porch to be constructed east of the existing home at 1121 Quentin Avenue South; to allow the porch addition to be located 32' from the bluffline; to expand the roofline on the existing substandard structure; and to increase the area encroaching into the bluff line setback, with findings of fact and conditions as presented and discussed (on file with City Clerk). DeCorsey, Wirth, Ryan and White voted aye. Motion passed.

White informed Nustvolds that the recommendation will be considered by Council on June 15; and that they can be in touch with the City Clerk with any questions.

City of Lakeland
Washington County, Minnesota

APPLICATION FORM

- | | |
|---|--|
| <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Text Amendment |
| <input type="checkbox"/> Grading and Filling Permit | <input type="checkbox"/> Street Vacation |
| <input type="checkbox"/> Interim Use Permit | <input checked="" type="checkbox"/> Variance |
| <input type="checkbox"/> Preliminary/Final Plat | <input type="checkbox"/> Zoning District Amendment |
| <input type="checkbox"/> Planned Unit Development | |
| <input type="checkbox"/> Other _____ | |

Applicant ELIZABETH DAHLIN NUSTVOLD & DANIEL NUSTVOLD
(Name)

1121 QUENTIN AVE S, LAKELAND 651-436-7226
(Address) (Phone)

Fee Owner of Affected Property ELIZABETH DAHLIN NUSTVOLD
(Name)

1121 QUENTIN AVE S, LAKELAND 651-436-7226
(Address) (Phone)

Property Legal Description SEE ATTACHED

Description and/or Reason for Request _____

VARIANCE TO BUILD SCREEN PORCH

To the members of the Lakeland City Council and Planning Commission,

Thank you for taking the time to review our request for a set back Variance. It is our desire to build a screen porch in the north east corner of our house.

This location is in the corner of our kitchen and garage, leads to our patio and takes advantage of the view. Our house was built in 1967 before the present set backs were established. There are structural features to the house which create a logical footprint for the proposed porch. Namely the chimney on the north end of the house which would determine the depth and create a good place to end the roof line.

This depth (18') would encroach the current setback by what we believe to be between 7 and 8'. The 40' setback also lands in the middle of our kitchen window.

The other feature, which determines the length (20'), is the set of windows on the east side of the garage. Our design would eliminate the existing service door on the east side. We would like to reposition it using the the window opening as it is already framed with a header. The north end of the porch would end just before the door.

The placement of the porch would not be closer to the bluff or property lines than the current footprint and would not disturb the bluff line.

It would be one-story and would butt against the end of the house which is two-story and would not impede on neighbor's sight lines.

The building materials would be consistent with the rest of the house.

We would tie into the existing gutter system.

Fencing, screening and municipal water hook up, we believe are not applicable.

With regard to impervious surfaces, the amounts are as follows:

Lot size	<u>156,816</u> square feet
Drive, parking, sidewalk	11,043
House and attached garage	2956
Deck and patio	11,80
Shed	324
Proposed screen porch	<u>360</u>
Total impervious surface	15,863 square feet or 10.1157 %

Respectfully,

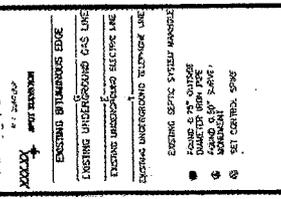
Beth and Dan Nustvold
1121 Quentin Ave S
Lakeland, MN
651-436-7226

125 COUNTY RD 77
NEW RICHMOND, MN 5607
TEL: 557-5555
FAX: 557-5544

PROJECT:
SITE PLAN
FOR
BETH & DAN MUSTVOLD

NOTES:
Some original site information shown for reference purposes has previously been compiled by Black Land Surveying Co. Ltd. Solutions has re-surveyed the subject area of this project to determine the true location of all features shown on the map. Existing survey monuments shown on this plan are not to be disturbed. Any monuments that do not meet the standards of the Minnesota Surveying Board shall be replaced by Black Land Surveying.

LEGEND:
PROPERTY LINE
OF CORNER
EPT BARRON
EXISTING BITUMINOUS DRIVE
EXISTING UNDERGROUND GAS LINE
EXISTING UNDERGROUND SEWER LINE
EXISTING UNDERGROUND TELEPHONE LINE
EXISTING OPTIC FIBER CABLE
EXISTING UTILITY MARKERS
● EXISTING UTILITY MARKERS
○ EXISTING UTILITY MARKERS
○ EXISTING UTILITY MARKERS
○ EXISTING UTILITY MARKERS



THE ELEVATIONS SHOWN ARE ON NAD 1983 DATUM
UNLESS OTHERWISE NOTED
SURVEYOR'S CERTIFICATE

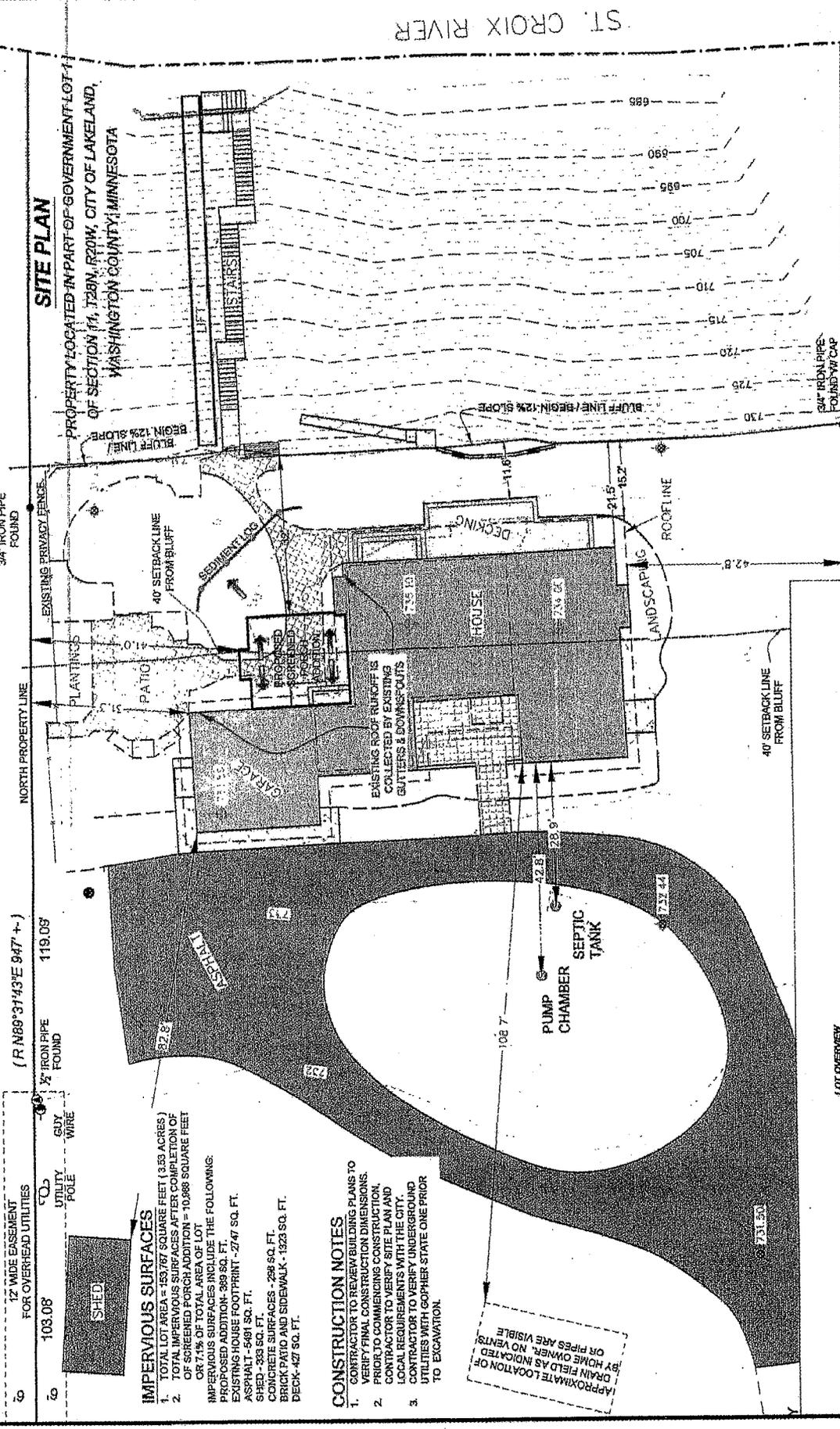
DRAWN BY: JMS
CHECKED BY: JAC
DATE: 05/28/14
DWG TITLE: 288-MUSTVOLD
JOB NUMBER: 288-MUSTVOLD

DATE	REVISION	BY
05/28/14	JMS	JMS

EXISTING CONDITIONS
SHEET NO
101

SITE PLAN

PROPERTY LOCATED IN PART OF GOVERNMENT LOT 1 OF SECTION 11, T28N, R20W, CITY OF LAKELAND, WASHINGTON COUNTY, MINNESOTA

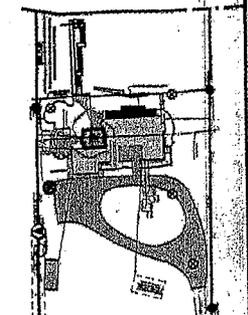


17' WIDE EASEMENT FOR OVERHEAD UTILITIES
103.08
119.09
1/2" IRON PIPE FOUND
GUY WIRE
UTILITY POLE

IMPERVIOUS SURFACES
1. TOTAL LOT AREA = 183,767 SQUARE FEET (3.63 ACRES)
2. TOTAL IMPERVIOUS SURFACES AFTER COMPLETION OF PROPOSED SCREENED PORCH ADDITION = 10,980 SQUARE FEET OR 7.1% OF TOTAL AREA OF LOT
IMPERVIOUS SURFACES INCLUDE THE FOLLOWING:
PROPOSED ADDITION - 389 SQ. FT.
EXISTING HOUSE FOOTPRINT - 2,747 SQ. FT.
ASPHALT - 5491 SQ. FT.
SHED - 338 SQ. FT.
CONCRETE SURFACES - 298 SQ. FT.
BRICK PATIO AND SIDEWALK - 1323 SQ. FT.
DECK - 427 SQ. FT.

CONSTRUCTION NOTES
1. CONTRACTOR TO REVIEW BUILDING PLANS TO VERIFY FINAL CONSTRUCTION DIMENSIONS.
2. PRIOR TO COMMENCING CONSTRUCTION, CONTRACTOR TO VERIFY SITE PLAN AND LOCAL REQUIREMENTS WITH THE CITY AND CONTRACTOR TO VERIFY UNDERGROUND UTILITIES WITH GOUPHER STATE ONE PRIOR TO EXCAVATION.

APPROXIMATE LOCATION OF DRAIN FIELD AS INDICATED BY HOME OWNER, NO VENTS OR PIPES ARE VISIBLE



Chris Wallberg

From: Charles Simpson <kullyp@aol.com>
Sent: Friday, June 13, 2014 1:51 PM
To: cityoflakeland@comcast.net
Subject: Too Many Deer

To Lakeland City Council:

The population of deer in Lakeland has been a problem for the last couple of years, but this year it is really out of control. Within the last three days we have had deer in our backyard, front yard and of course in Cully Park. We moved here in 1986 and have not had a lot of problems until the last couple of years. At one point our neighbor on the west side of Cully Park counted 32 deer in the park at one time.

This winter we had to remove a dead deer from our front yard.

On Wednesday, I went outside in hopes of encouraging the deer to leave our front yard and I was only about 20 feet from it when it ran into the street, almost being hit by a car.

It is really discouraging and expensive to try to have a garden or landscape shrubs, etc that only look nice until the deer discover them. We spray the deer stop and it does help a little, but there are just too many.

I am concerned that the deer population will continue to grow even more if we don't do something.

I would suggest we consider something like Afton State Park, Lake Elmo Park Reserve and William O'Brien State Park did and notify residents of a controlled deer hunt this fall- donating the meat to local food shelves.

I hope this can be discussed at a council meeting.

Thanks.

Connie Simpson
16360 3rd St. S
Lakeland, MN 55043

Lakeland Mayor's Update – June, 2014

- 1. I have completed monitoring the Thrive MSP 2040 Plan process that the Metro Council conducted. The full Metro Council voted on and approved the Thrive MSP 2040 Plan on May 28th. Written comments totaled 429 pages and included feedback from over 50 cities and townships. I will include a summary from Metro Cities in the July Update. This policy document is required by State law to be crafted by Metro Council every 10 years as a framework for “orderly and economical” development, plus it forms the basis of System Statements that will provide the framework for Lakeland’s Comp Plan process.**
- 2. Along with this document, the population estimates originally showed Lakeland as gaining 1,000 people due to the Gateway Corridor, even though there is no planned stop in Lakeland. As you know, many Metro area cities expressed the same concerns at the meeting, as Lakeland did. The 2040 estimates were released on Wednesday, February 19th and there was a reversal of the estimate down to 1,500, which is about half of the previous estimate, for 2040. I contacted the City’s Metro Council Rep, Lisa Barajas, about the change in “direction” for further explanation for the City’s drop of almost 1,300 people in the revised estimates. There were mistakes in the model used to make the 2040 estimates, which did change the projections, but on the downside, the new estimate reflects an aging population, little room to grow, and less impact from the projected improvements in mass transit along the Gateway Corridor.**
- 3. Interestingly, the recent population estimates released by the Metropolitan Council show a current population of 1,805, as of 4/1/13. I reviewed the estimates with Chris and discussed them with Metro Council by Conference Call in early June and believe them to be accurate.**
- 4. Select Senior Living (SSL) secured an investor, Northern Lights Venture Fund, for the project. ViewPoint Consulting Group reviewed the Maxfield, Inc marketing study and confirmed their findings; SSL engaged dba Architects to work on a preliminary design; the property manager would be Oxford Property Management; and Pointmark Construction will handle the project development. SSL made an offer on the property in late May, which was countered by the property owner. SSL has countered in early-June and is awaiting a counter offer. They have met with several potential investors in June, as well. It should be mentioned that SSL has recently acquired property in**

Stillwater to build a 90 unit senior facility and is looking for 1 more property in Washington County for their concept, which is affordable senior housing, including independent living, assisted living, memory care and elderly waiver.

5. Now that Thrive MSP 2040 has laid out the direction, the Metro Council is already getting started on the Comp Plan Update process. It started with a Local Planning Assistance Handbook Update survey this month and continues with the review of current Policy Plans for Transportation, Housing, Water Resources, and regional Parks. In responding to their request for input, I suggested that the process for small communities be streamlined to simply include major changes from the last Comprehensive Plan, instead of the current complete rewrite, as well as grant program, rather than a loan program for small cities for technical help. I will also be taking that “message” to the Wednesday, July 16th Metro Cities Metro Agencies Policy Committee Meeting.
6. I met with the Planning Commission on Tuesday, June 3rd to go over the current Comp Plan, plus review the process for the upcoming 2018 update. I will memo them for their July 1st meeting on options for the community process for updating the Comp Plan with the goal being to obtain more input from residents on it.
7. I had a Conf Call with Firm Ground Architects on 6/9 and they are working with Ebert Construction on a number of projects, including Lakeland. I continue to stay in touch with them on their interest in the project. They have 1 project to nail down before focusing on this one that has a September, 2014 start date. Their “team” consists of Firm Ground Architects, Ebert Construction, and 3 Links of Northfield for property management, so they are a good “backup” plan, if Senior Select Living is unable to negotiate a price for the property.
8. I have contacted another potential developer, Common Bond, about the project...I will set a date to meet with them, if the above 2 developers do not move forward. I haven’t given up on Ebenezer yet, either, since the market continues to improve. There are other potential partners, too, but I have not contacted them to date pending above the outcome of the 2 developers “in line”.
9. I am working with Kathryn Paulson at the WCHRA, who has been assigned to work with us on the senior housing project, on possible grant opportunities and WCHRA assistance related to the project. I continue to update her on progress, as the WCHRA remains a potential partner in the project.

- 10. The County Board also approved a Low Interest Loan Program for homeowners with failing septic systems. The program will be run through the Washington County HRA and will have an interest rate of 1.5% on a 5 year loan and would be added as a Special Assessment on the homeowner's Property Taxes. Homeowners would also have access to other grant and loan programs that could reduce the costs. The County Board entered into agreements for the program at their 3/18 meeting. The program is tentatively set to begin Summer, 2014. I'm not sure the extent of the problem of failing septic systems in Lakeland, but this does offer a low cost method of getting them resolved. I will send information to Staff when I see it.**
- 11. The foreclosure data provided by the Washington County HRA thru May, 2014 shows that total Sheriff's sales are down by 79 for 2014 over 2013, a good indication that the housing market continue to improve. Lakeland has had 52 Sheriff's Sales since 2009, including 12 for 2012. For 2013, Lakeland had only 4 foreclosures. However, to start off 2014, Lakeland had 1 in January at 1839 Quinlan Avenue South, but no additional foreclosures through May.**
- 12. The Legislative session got underway on February 25th and adjourned 3 days early on May 16th - there was a lot of activity affecting cities. Of course, budgeting is always easier with a projected General Fund balance of \$1.23 billion, so even after repayments schools and replenishing the "Rainy Day Fund" to \$811 million (highest ever), the State is projected to finish in the "black" by \$32 million for FY 2015 and \$603 million for the FY 2016-17 Biennium. However, for the remainder of FY 2014, revenues are short of budget by \$95 million with a month to go...we'll see if the revenue projections hold after a more comprehensive analysis is done in July. The LMC and Metro Cities staff gave a 77 page "breakdown" of legislation affecting cities at the LMC Annual Conference from June 16 - 18. I have distilled the info to legislation that may be relevant to Lakeland to the best of my ability below.**
- 13. If Lakeland applies for SCORE funding through the County to help finance the recycling day, then there may be larger grants available, since the State added \$4 million more in FY 2015 for recycling and composting programs.**
- 14. Electric utilities are now required to provide \$8 million in assistance in reducing costs for customers that qualify for federal low-income energy assistance programs. Once this is effective 10/1/14, some of Lakeland's**

senior citizen homeowners would qualify to apply for a \$15/month discount on their electric bill.

15. Additional \$ were added to the MN DNR for flood hazard mitigation projects...I can look into those requirements further if Lakeland has a project in mind.
16. LGA has been a topic of discussion at the Legislature this session, even though it is not budget year. The Governor signed into law on 5/20 an additional \$7.8 million for the 2015 LGA distribution, which means that Lakeland's 2015 LGA distribution will go from \$47,640 to \$49,055 – a \$1,415 increase...every little bit helps! More good news is that the appropriation for LGA was also increased by \$2.5 million for 2016, so there'll be slight "bump" up for 2016. However, the LGA growth factor tied to inflation was not included in the final Bill. Effective with the taxes payable in 2015, the Property Tax Levy certification date is modified from 9/15 to 9/30.
17. For homeowners, there was some good news as property tax refund payments were increased by 3% for FY 2015...unfortunately, this is a one-time refund payment increase.
18. Legislation to increase PERA General Plan Pension contributions for both employers (7.5%) and employees (6.5%) by .25% each has been approved. The change would take effect beginning with the first paycheck issued after 1/1/15, so it would not affect the 2014 Budget, BUT should be in the 2015 Lakeland Budget.
19. There were a number of changes related to Volunteer FF Relief Associations that should be reviewed by the LSCV FD. Please pass this need along to Lakeland's rep. on the Board. I can provide further info, if you need it.
20. Nothing in the \$893 million Bonding Bill signed by the Governor on 5/20 of specific interest to Lakeland...additional \$ for a number of infrastructure programs for the State, which the County will have access to.
21. There were also changes to the Local Government Sales Tax Exemption that expanded it to Joint Powers Agreements (JPA's) and Special Districts starting in 2016, plus an updated list of goods and services purchases that are exempt. I have ATTACHED a copy of the clarification to this Update...probably the only private services the City purchases is solid waste hauling and recycling. What's not included? There is no streamlining of how the sales tax exemption on construction materials is claimed and there is no MVST exemption for maintenance trucks or snow plows in the bill.

- 22. A bill was signed into law establishing an online voter registration program. Didn't we already have this? We did, but it was apparently illegal for the Minnesota Secretary of State to implement one without legislative approval, which he did last Fall. Since its "illegal" establishment in September of 2013 only 3,600 voters have registered to vote online, but it is now legal to register online through the Secretary of state's secure website. The Elections Omnibus Policy Bill included a number of technical amendments to current law that may be of interest to Lakeland. I have ATTACHED a summary to this Update.**
- 23. Electronic cigarettes (E-cigarettes) are now banned in city buildings, as well as any building owned/rented by a political subdivision. Cities can adopt a more rigid ban of both the sale and use of E-cigarettes, if they want to...like other tobacco products, they are also banned on day care premises. They also can't be sold to anyone under 18 years old. This new law may necessitate changes to city ordinances and licenses related to tobacco products, as well as signage in public buildings.**
- 24. I don't know if the City has any AED's (Automatic External Defibrillators) that can be accessed by the public, but they now need to be registered, inspected, signed, and an "emergency response plan" developed for the "facility the AED is intended to serve"...not sure exactly what that means! If the City has AED's in public buildings, then if they can only be accessed by Staff, then these requirements don't apply.**
- 25. There were a number of Data Practices revisions passed – one making checking account numbers private prohibiting them from being disclosed to the public or private, third parties, while another addresses public employee access to private data authorization and procedures (this one was in response to recent media reports and lawsuits alleging the unauthorized access to private data by public employees). Also, a contract between Lakeland and a private vendor providing a government function, such as IT, must include a notice that the requirements of the data practices act applies to the contractor, too. The Legislative Commission on Data Practices and Personal Data Privacy was created to study issues relating to government data practices, security and privacy and consists of 5 Senators and 5 representatives – they began meeting on 6/15/14.**
- 26. As you know, the Minimum Wage was increased and indexed for inflation. A 3 year "phase in" process will move the minimum wage to \$8.00/Hr by 8/1/14, \$9.00/Hr by 8/1/15, and \$9.50 by 8/1/16, then the inflation index "kicks in" with a "safety net" that allows the State to**

stop the indexing in times of economic downturn. For Lakeland, which has a budget of over \$500,000 qualifying it as “large employer”, it may mean increased costs for any seasonal employees.

27. That’s what got passed! BUT, what didn’t? A bill allowing cities, including Lakeland, the option of publishing statutorily required public notices on their websites, instead of paying to do so in their legal papers did not. A bill that would’ve allowed more authority over for the DNR over local land use decisions in the LSCV did not pass. And, of course, neither the levy limit extension or the LGA growth factor. As they say in baseball, there’s always next year!
28. 2015 Budget Alert! The LMC Board will meet on 8/21/14 to determine the dues increase for next year. The maximum amount that they can increase the dues is 3.5% and given comments made at the Annual Conference, it is likely it’ll be 3.5%.
29. Other items – The LMC is looking for Elected Officials to serve on their 2014 Policy Committees – contact hcorcoran@lmc.org – they are well worth your time; the County Board will again participate in the State Performance Measurement Program – a participating entity receives a reimbursement of \$0.14 per capita in state aid up to \$25,000; the LMCIT also has a new Loss Control guide for Parks and Rec facilities, which was used to bring Lakeland’s parks up-to-date, so it might be good to check them again.
30. July, 2014 Work Plan – Focus on the senior housing project, Affordable Housing Production Survey and 2020 Comp Plan Process.



TO: City Council
FROM: Chris Wallberg
RE: City Administration Report
DATE: June 17, 2014

This is to provide you with an update on work being done in the Clerk's office, beyond continuing routine administrative/clerical tasks.

Administrative

Comprehensive Plan - Met Council has approved the Thrive MSP 2040 Plan, which begins the first phase of the process for updating local Comprehensive Plans. Review, discussion and brainstorming is scheduled as ongoing work for the Planning Commission.

Safety Driving Course – Jack Ross has brought AARP Driver Safety classes to the City over a number of years. (There were 34 local residents at the last class.) After one has taken the eight-year primary course, a refresher is required every three years, and this is year three. Jack has retired from teaching the class, but I am working with another instructor to schedule a date and time.

Website - <http://ci.lakeland.mn.us>

Changes are made to the website as appropriate. More materials and information will be added as we go along (and time permits). We invite input for what the website should include.

Election

Election preparation is considerable, and a big chunk of my time will be spent on the various steps over the next months. My training is complete, and we will train our election judges on July 14. Candidate filing will open July 29. Ballot preparation and equipment testing will be scheduled soon. The Primary is Tuesday, August 12.

Finance

Auto Bill Payment / Water Utility Bills is complete, and the first withdrawal will be in July. Enrollment form is available on the website, in the Newsletter, from the Water Utility and at City Hall.

Spring Clean Up financials are completed, and a check will go to Teens for Christ next week.

Utilities

Continue to work with Maroney's on options to provide additional recycling service. Utility permits – Considerable time has been spent chasing down projects and getting compliance with permit requirements.

Zoning

Administration responsibilities continue to affect priorities for work in this office. SRF has been contacted a few times for preliminary discussions and to participate in a meeting about a potential project that will require variances.

661 Quixote / Billig - Public Health Department has determined that this property has noncompliant cesspool, and a number of notices have been issued to the current owner. I met with the Septic Inspectors, and we will have a meeting with the property owner in the next few weeks to discuss next steps.

747 Quixote / Mau – Communications from Maus and Louis Furlong have been forwarded to you recently. Bob Dickie, the renter's father and an attorney, has been provided with copies of regulations and actions relative to parking on the bluff west of 747 Quixote.

1109 Quixote / Space – After last month's discussion, I checked with John Parotti. He confirms that seeding the area north of the house is required, and that the July 31 completion date for seeding is appropriate.

1121 Quentin Avenue South / Nustvold - Public hearing was held, and Council consideration is pending.

1243 Rivercrest – home was destroyed by fire. The property owner died mid-June, and the family is in the probate process. This unanticipated issue has taken much staff time over the past two months. The structure has been determined to be unsafe, and an Order has been issued with notification that the family have 30 days to comply with the requirements, after which time the City will cause conditions to comply and assess costs to the property.

Communication continues regarding pending variance applications for these projects:

737 Quentin Avenue South / Ruprecht. The applicants propose to renovate their home such that it would require variance/s. A second preliminary meeting was held to review updated plans.

641 Quixote Avenue North / Quinn. Approval was given for the landscaping plan, and the project is underway. Site inspection will be done to insure compliance.

16678 7th Street South / Gustafson. A Grading and Filling Permit was issued for the exterior landscape work being done. Site inspection will be done to insure compliance.

The following work is in process or on the to-do list:

- Escrow review and reconciliation.
- Municipal licensing reporting to the MN Department of Revenue.
- Set up of the new City email system.
- Researching computer needs for City offices.
- Address and update record retention and Data Practice processes.
- Continue to identify what will be included on the website, develop those materials and meet with Council to get direction regarding content of the website.
- Establish structure for email system for elected officials and staff, and work on developing an email list for broader communication with residents.
- Establish lists for expanded use of the County Code Red system.
- Address zoning projects as they come in.
- Update business files.



CW