



Workshop: 5:00 p.m.
Regular City Council Meeting: 6:00 p.m.
Tuesday, June 16, 2015
Lakeland City Hall

CITY COUNCIL WORKSHOP:
PUBLIC WORKS REORGANIZATION/SNOWPLOWING
CITY FACILITIES TASK FORCE UPDATE – CRAIG MORRIS
CUP PROCESS AND CUP ANNUAL REVIEW DISCUSSION

REGULAR CITY COUNCIL MEETING AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT AGENDA
4. CONSENT AGENDA (Items may be pulled for discussion and/or separate action)
 - A. Approval of May 19, 2015 Regular City Council Meeting Minutes
 - B. Approval of Resolution 2015-24 Appointing Richard Glasgow to LSCFPD
 - C. Approval of 2015-2016 Recycling Project Plan
 - D. Approval of Hiring Temporary Seasonal Public Work's Employee
 - E. Approval of Resolution 2015-25 Adopting MN General Records Retention Schedule
 - F. Approval of Employee Jacob McNabb's Annual Performance Review and Salary Increase
 - G. Approval of Claims
 - H. City Treasurer's Report
5. AGENCY REPORTS
 - A. Law Enforcement Report
 - B. Fire Department Report: Jim Stanton to present the 2016 Budget
 - C. Government Affairs Report: City of Lakeland student projects
6. OPEN FORUM (Public comments, presentations and petitions)
 - A. Sally Anderson with Community Thread
 - B. 5th Street North Cul De Sac Neighborhood Group – Mike Soine
 - C. Richard Thron with Lakeview Cemetery
7. PUBLIC HEARING
 - A. Variance to Substandard Lot and Setback for 464 Quinlan Avenue
8. CITY BUSINESS
 - A. Resolution 2015-26 Variance to Substandard Lot and Setback for 464 Quinlan Avenue
 - B. Resolution 2015-27 Adopting MIDS Standards
 - C. Resolution 2015-28 Adopting Park Bench Donation Program
 - D. Dog Waste Stations
 - E. Night to Unite
9. CITY STAFF REPORTS
10. CITY COUNCIL AND MAYOR REPORTS
11. ADJOURN

4A

OFFICIAL RECORDED MINUTES OF LAKELAND CITY COUNCIL MEETING
TUESDAY, MAY 19, 2015

CITY COUNCIL PRESENT: Council Member Jeri Ryan, Council Member (Acting Mayor) Richard Glasgow, Council Member Joe Paiement, Council Member Evan Loenser

STAFF PRESENT: Public Works Director Matt Kline, City Administrator/Clerk Sandie Thone, City Attorney Josh Brekken, City Treasurer Tom Niedzwiecki

OTHERS PRESENT: Kevin Wahl, Rich Swanson, Chris White, Mark Graf, George Eilertson

WORKSHOP: 5:06 p.m. to 5:53 p.m. Minimal Impact Design Standards (MIDS) –Mike Isensee, MSCWMO Administrator

1. CALL TO ORDER by Acting Mayor Richard Glasgow at 6:01 p.m.
2. PLEDGE OF ALLEGIENCE was recited.
3. ADOPTED AGENDA: **Motion/Second/Passed; Council Member Jeri Ryan, Council Member Evan Loenser**
4. ADOPTED CONSENT AGENDA: Pulled H; Jeri Ryan, Pulled F; Evan Loenser, **Motion to approve A through K with the exception of F and H which were pulled for further discussion; Second/Passed; Council Member Richard Glasgow, Council Member Jeri Ryan**
 - A. April 21, 2015 Regular City Council Meeting Minutes
 - B. April 8, 2015 Planning Commission Meeting Minutes
 - C. Approval of Lakeland Plaza Event June 27, 2015
 - D. Approval of Resolution 2015-18 Worker's Compensation Insurance Coverage
 - E. Approval of Resolution 2015-20 Amending City Annual Appointments
 - G. Ragnar Relay Permission
 - I. Resolution 2015-22 Approving Master Subscriber Agreement for MN Court Data Services
 - J. Approval of Claims
 - K. City Treasurer's Report

4. CONSENT AGENDA ITEMS PULLED FOR FURTHER DISCUSSION:

H. Resolution 2015-21 Zach Sobiech Memorial Bench "Zach's Playground" in Crocker Park
Motion to approve Resolution 2015-21 to purchase and install Zach Sobiech Memorial Bench "Zach's Playground" in Crocker Park using Non Tax Dollars from the Charitable Gambling Fund; Second/Passed; Council Member Jeri Ryan/Council Member Richard Glasgow.

DIGITAL TIME STAMP 2:40

F. Approval of CSAH Median Maintenance Contract for 2015 Seasonal Work
Motion to approve CSAH Median Maintenance Contract for 2015 Seasonal Work; Second/Passed; Council Member Loenser/Council Member Jeri Ryan

DIGITAL TIME STAMP 6:55

5. AGENCY REPORTS

- A. No Law Enforcement personnel present at meeting
- B. Fire Department Report/Reported by Councilmember Glasgow: 33 fire calls; 7 calls in Lakeland. Kevin Wahl, President of the St. Croix Valley Firefighters Association provided a report regarding the Annual Audit.

6. NO PUBLIC COMMENTS

7. CITY BUSINESS

- A. Approval of Ordinance 7545 Designating City Council as City's Planning Commission
Motion/Second /Passed; Council Member Richard Glasgow/Council Member Jeri Ryan

DIGITAL TIME STAMP 19:26

8. PUBLIC HEARING

A Public Hearing was held regarding a proposed CUP for 404 St. Croix Trail, Bonsai Motors, LLC to consider the application to conduct an online auto sales business at the location.

OPENED PUBLIC HEARING

DIGITAL TIME STAMP 32:59

Comments were heard from:

Applicant and Bonsai Motors, LLC Owner Rich Swanson of 620 Main Street, Stillwater, MN

Resident Mark Reps of 16470 5th Street North, Lakeland, MN

Resident Chris White of 311 Queenan Avenue South, Lakeland, MN

CLOSED PUBLIC HEARING

DIGITAL TIME STAMP 1:02:22

9. CITY BUSINESS

- B. Approval of Resolution 2015-23 CUP Approval for 404 St. Croix Trail, Bonsai Motors LLC
Motion to approve Resolution 2015-23 CUP Approval for 404 St. Croix Trail, Bonsai Motors LLC to conduct an online auto sales business at the location; Second /Passed; Council Member Jeri Ryan/Council Member Evan Loenser
- C. Approval of Resolution 2015-19 Northland Securities Re-Issuing of Bonds
Motion to approve Resolution 2015-19 for the proposal for Northland Securities Re-Issuing/Re-Funding of the two Existing Bonds; \$650,000 General Obligation Improvements Bond, Series 2007A with a call date of 2/1/2016 and \$1,310,000 General Obligation Water Revenue Refunding Bonds, Series 2010A with a call date of 2/1/2017 with Northland Securities, Inc., as General Obligation Refunding Bonds, Series 2015A in a total aggregate principal amount not to exceed 1,300,000 provided the total net savings is at least \$120,000, and the refunding meets the 3% savings test as set forth in MN Statutes 475.67, subdivision 12; Second and Majority vote passed; Council Member Evan Loenser/Council Member Jeri Ryan

DIGITAL TIME STAMP 1:17:20

D. Accept Resignation of Public Works Operator Rick Regnier and Approve Posting and Recruitment for Seasonal Hire

Motion to accept resignation of Rick Regnier, Second /Passed; Council Member Richard Glasgow/Council Member Jeri Ryan.

Motion made to approve posting and recruitment for seasonal hire, give the direction to Matt Kline to Hire Rick Regnier on a need basis for the next three months by discretion as needed; Second /Passed; Council Member Jeri Ryan/Council Member Richard Glasgow.

DIGITAL TIME STAMP 1:27:11

10. CITY STAFF REPORTS

City Treasurer Tom Niedzwiecki reported Financials are stabilizing and he's working on the 2016 Budget with Matt Kline and Sandie Thone

City Attorney Representative is working with staff on resolving the 109 Quixote property requirements.

City Administrator/Clerk Sandie Thone reported that Mark Nagel has found possibly four interns interested in working on local projects at no charge, the city has received 27 formal complaints since March 15, 2015, Spring clean-up was a success, many thanks to Kate Piscitello for all her hard work, Valley Baptist Church and Teens for Christ, Working on open enrollment benefits for employees, council provided direction for no upgrades or schedule change to the newsletter at this time, Night to Unite is scheduled for August 4, 2015, Application has passed for deputy clerk position, reviewing applications and preparing for interviews, working on the 2015-2016 recycling contract, working on permitting process for Food Stand vendors, many benefits noted regarding the move of city office to the water building.

Public Works Director Matt Kline had no report.

11. CITY COUNCIL AND MAYOR REPORTS

Council Member Loenser reported he is working with Sandie to get more involved in committees that may have a positive impact for the city of Lakeland, specifically Met Council or possibly the league of MN Cities.

Council Member Ryan had no report

Council Member Paiement reported he went to MSCWMO meeting.

Council Member Glasgow reported that Mayor Williams and he attended the Washington County police memorial and that the service was very moving, and big news this month; the Minnesota House passed a bill for Military, Spouse and Family Day to be the Sunday before Memorial Day.

12. ADJOURN

Motion to adjourn effective 7:59 p.m. Second/Passed; Council Member Jeri Ryan/Council Member Evan Loenser

Amy Williams, Mayor



TO: Mayor and City Council
FROM: Sandie Thone, City Administrator/Clerk
RE: Resolution 2015-24 Appointing Richard Glasgow as Lower St. Croix Fire Protection District Representative
DATE: June 16, 2015

Background

The City of Lakeland is a Joint Powers member of the Lower St. Croix Valley Fire Protection District. Pursuant to the Joint Powers Agreement (JPA) under which the District is organized, the District shall be managed by a Board of Commissioners whose duty shall be to manage, control, direct and implement the purposes and intent of the Joint Powers Agreement. Pursuant to the JPA under which the District is organized, the Board shall consist of two (2) primary members from each of the Cities, appointed by the City Council of the respective Cities. Such members shall serve at the pleasure of the City Council they represent. The regular terms of each member shall be for two (2) year terms to commence on July 1st in alternate years.

Discussion

Richard Glasgow was appointed as a representative to the District Board effective July 1, 2013 with his term due to expire on June 31, 2015.

Recommendation

Staff is requesting the City Council approve Resolution 2015-24 Re-Appointing Richard Glasgow as one of two primary representatives for the City of Lakeland to the Lower St. Croix Fire Protection District Board, effective with adoption of this Resolution with a term effective date of July 1, 2015 and an expiration date of June 31, 2017. Motion, Second and Simple Majority Vote required.

RESOLUTION 2015-24

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION OF THE CITY COUNCIL APPOINTING
REPRESENTATIVES OF THE CITY OF LAKELAND TO THE
LOWER ST. CROIX VALLEY FIRE PROTECTION DISTRICT**

WHEREAS, the City of Lakeland is a Joint Powers member of the Lower St. Croix Valley Fire Protection District (District); and,

WHEREAS, pursuant to the Joint Powers Agreement (JPA) under which District is organized, the District shall be managed by a Board of Commissioners (Board) which duty shall be to manage, control, direct and implement the purposes and intent of the Joint Powers Agreement; and,

WHEREAS, pursuant to the JPA under which the District is organized, the Board shall consist of two (2) primary members from each of the Cities, appointed by the City Council of the respective Cities. Such members shall serve at the pleasure of the City Council they represent. The regular terms of each member shall be for two (2) years, terms to commence on July 1st in alternate years; and,

WHEREAS, Richard Glasgow was appointed as a representative to the District Board, term to expire June 31, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LAKELAND, That Richard Glasgow is hereby re-appointed as one of two primary representatives to the District Board, effective with adoption of this Resolution, term to expire June 31, 2017.

Adopted by the City Council for the City of Lakeland this 16th day of June 2015.

Amy Williams, Mayor

Sandie Thone, City Administrator/Clerk

4C



2015-2016 Recycling Project Plan

Lakeland and Lakeland Shores

1190 Saint Croix Trail South
Lakeland, MN 55043

p. 651-436-4430
f. 651-436-3949

City@ci.lakeland.mn.us
www.ci.lakeland.mn.us

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Project 1

Develop a Resident Recycling Guide

Description: Municipal staff will develop a resident guide to encourage residents (existing and new) to recycle. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. The guide will clearly identify materials that are collected by the recycling hauler through the community's curbside recycling program. It will explain how to dispose of other materials (such as household hazardous waste) at the county's environmental centers. In addition, it will encourage and identify other ways to reuse, reduce and recycle and in general become more responsible "go green" citizens.

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, "Rethink Recycle" objectives and state, county and local programs and offerings. The guide will be distributed by December, 2015 to all residents and annually thereafter with annual reviews and updates as relevant and necessary. In addition, the guide will be mailed to all new residents in the two communities as well.

Targeted recyclable materials: County's standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
New	<ul style="list-style-type: none"> • Effective resident education • New resident education 	August 2015	December 2015	Recycling coordinator Municipal graphic designer	1) # residents reached 2) # reduction of calls 3) % new residents reached

Project 2

Annual Spring Clean Up

Description: Municipal staff will enhance an already popular annual recycling event in the communities. Held annually every spring the event gives residents the opportunity to discard of larger items including tires, appliances, scrap metal and wood, old mattresses and box springs.

Action steps to be completed: Staff will research options to increase participation in this annual event and ideas to understand why a portion of the community does not attend currently. Marketing for the event will include additional advertising timelines to increase participation. The annual event will take place in May of each year, beginning May of 2015.

Targeted recyclable materials: Tires, appliances, mattresses and box springs, metal and wood.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
	<ul style="list-style-type: none"> • Effective resident communication/education • New resident communication/education 	January 2015	May 2015	Recycling coordinator Municipal web/graphic designer	4) # residents reached 5) # reduction of inquiries 6) Increased % of attendees comparable to 2014

Project 3

Develop Relevant and User Friendly Website(s) Recycling Section

Description: Municipal staff will develop relevant and user friendly recycling sections on our websites. The section will include resident and business recycling information, tips and contacts. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. The website(s) will clearly identify ways the community can become more involved in daily recycling, reusing and reducing opportunities. It will explain how to dispose of other materials (such as household hazardous waste) at the county's environmental centers as well. In addition, it will encourage many levels of our responsibility and opportunity to "go green."

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, "Rethink Recycle" objectives and state, county and local programs and offerings. The website(s) will be updated on an ongoing basis and the recycling section will be added no later than September 30, 2015. In addition, the guide will be mailed to all new residents in the two communities as well.

Targeted recyclable materials: County's standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
New	<ul style="list-style-type: none"> Effective resident education New resident education 	July 2015	September 2015 (ongoing)	Recycling coordinator Municipal graphic designer	7) # residents reached 8) # reduction of calls 9) % new residents reached

Project 4

Enhance recycling education and communication through the city's newsletters and media

Description: Municipal staff will develop an enhanced section for recycling, reducing, reusing education to residents and businesses by communicating relevant and new approaches to becoming a more responsible 'recycler'. The aim is to encourage residents (existing and new) to not only recycle but become even more committed to the cause and find other ways to protect our future and environment. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. In addition, it will encourage and identify other ways to reuse, reduce and recycle and in general become more responsible "go green" citizens. The communities will come to understand that the city committed and 'on board' with supporting an eco-friendly environment and responsible citizenship.

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, "Rethink Recycle" objectives and state, county and local programs and offerings. The information will be provided ongoing and include the latest updates and ideas for being an active recycler. We began this in 2014, enhanced the offering in the newsletter just this June and will continue to expand the section and offer additional information on various media as the opportunity exists.

Targeted recyclable materials: County's standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
Enhancement	<ul style="list-style-type: none"> Effective resident/business education New resident education 	June 2015	December 2015 Ongoing	Recycling coordinator Municipal graphic designer	10) # residents reached 11) # reduction of calls 12) % new residents reached

Project 5

Develop a Resident Recycling Guide

Description: Municipal staff will develop a resident guide to encourage residents (existing and new) to recycle. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. The guide will clearly identify materials that are collected by the recycling hauler through the community's curbside recycling program. It will explain how to dispose of other materials (such as household hazardous waste) at the county's environmental centers. In addition, it will encourage and identify other ways to reuse, reduce and recycle and in general become more responsible "go green" citizens.

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, "Rethink Recycle" objectives and state, county and local programs and offerings. The guide will be distributed by December, 2015 to all residents and annually thereafter with annual reviews and updates as relevant and necessary. In addition, the guide will be mailed to all new residents in the two communities as well.

Targeted recyclable materials: County's standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
New	<ul style="list-style-type: none"> Effective resident education New resident education 	January 2016	December 2016	Recycling coordinator Municipal graphic designer	13) # residents reached 14) # reduction of calls 15) % new residents reached

Project 6

Annual Spring Clean Up

Description: Municipal staff will enhance an already popular annual recycling event in the communities. Held annually every spring the event gives residents the opportunity to discard of larger items including tires, appliances, scrap metal and wood, old mattresses and box springs.

Action steps to be completed: Staff will research options to increase participation in this annual event and ideas to understand why a portion of the community does not attend currently. Marketing for the event will include additional advertising timelines to increase participation. The annual event will take place in May of each year, beginning May of 2016.

Targeted recyclable materials: Tires, appliances, mattresses and box springs, metal and wood.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
Enhancement	<ul style="list-style-type: none"> • Effective resident communication/education • New resident communication/education 	September 2015	May 2016	Recycling coordinator Municipal web/graphic designer	16) # residents reached 17) # reduction of inquiries 18) Increased % of attendees comparable to 2015

Project 7

Develop Relevant and User Friendly Website(s) Recycling Section

Description: Municipal staff will develop relevant and user friendly recycling sections on our websites. The section will include resident and business recycling information, tips and contacts. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. The website(s) will clearly identify ways the community can become more involved in daily recycling, reusing and reducing opportunities. It will explain how to dispose of other materials (such as household hazardous waste) at the county's environmental centers as well. In addition, it will encourage many levels of our responsibility and opportunity to "go green."

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, "Rethink Recycle" objectives and state, county and local programs and offerings. The website(s) will be updated on an ongoing basis and the recycling section will be added no later than September 30, 2015. In addition, the guide will be mailed to all new residents in the two communities as well.

Targeted recyclable materials: County's standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
New	<ul style="list-style-type: none"> • Effective resident education • New resident education 	January 2016	May 2016 (ongoing)	Recycling coordinator Municipal graphic designer	19) # residents reached 20) # reduction of calls 21) % new residents reached

Project 8

Enhance recycling education and communication through the city’s newsletters and media

Description: Municipal staff will develop an enhanced section for recycling, reducing, reusing education to residents and businesses by communicating relevant and new approaches to becoming a more responsible ‘recycler’. The aim is to encourage residents (existing and new) to not only recycle but become even more committed to the cause and find other ways to protect our future and environment. Recycling is fairly new in the community and single-sort is very new. This should alleviate many inquiries and help further our support in recycling in the community. In addition, it will encourage and identify other ways to reuse, reduce and recycle and in general become more responsible “go green” citizens. The communities will understand the city is ‘on board’ with supporting an eco-friendly environment.

Action steps to be completed: Staff will research options for the most relevant and useful information to provide for the community by utilizing hauler information, county information, backyard composting, “Rethink Recycle” objectives and state, county and local programs and offerings. The information will be provided ongoing and include the latest updates and ideas for being an active recycler. We began this in 2014, enhanced the offering in the newsletter just this June and will continue to expand the section and offer additional information on various media as the opportunity exists.

Targeted recyclable materials: County’s standard list of curbside items, items collected by hauler, household hazardous waste, yard waste and other recyclables.

New or Enhancement	Recycling Continuum Components	Start Date	End Date	Staff	Measurement (*3)
Enhancement	<ul style="list-style-type: none"> Effective resident/business education New resident education 	January 2016	May 2016 (Ongoing)	Recycling coordinator Municipal graphic designer	22) # residents reached 23) # reduction of calls 24) % new residents reached

Project submitted by Lakeland City Administrator Sandie Thone

Dated: June 9, 2015

Project Timeline May 1, 2015 through May 1, 2016.

The cities of Lakeland and Lakeland Shores collaboratively support 'going green' and are committed to educating the public on recycling, reusing and reducing opportunities for the greater good.

**CONTRACT AGREEMENT BETWEEN
CITY OF LAKELAND, MINNESOTA AND
MARONEY'S SANITATION, INC.
FOR FULL SERVICE CURBSIDE RECYCLING**

THIS AGREEMENT ("Agreement") is made this 31st day of June, 2014 between the City of Lakeland, Minnesota (hereinafter the "City") and Maroney's Sanitation, Inc., a Minnesota corporation (hereinafter "Contractor").

WITNESSETH:

WHEREAS, the City supports single sort curbside recycling and desires that it be available to its residents; and

WHEREAS, the City supports single sort curbside recycling as part of an overall landfill abatement program; and

WHEREAS, the Contractor has submitted a proposal for single sort curbside recycling to the City; and

WHEREAS, the City has contracted with Eureka Recycling ("Eureka") for the processing of recyclables; and

NOW THEREFORE, the City and Contractor mutually agree as follows in consideration of the mutual promises and convenience contained herein.

DEFINITIONS:

1. Recycling Materials. Recycling materials currently include: newsprint and inserts, unsorted glass (food and beverage containers), unsorted aluminium, steel, bi-metal, tin cans (food and beverage containers), milk cartons, juice boxes (aseptic and gable-top packaging), corrugated cardboard, magazines, telephone books, catalogs, mixed mail, boxboard, mixed plastic bottles with neck including Poly-Ethylene Terephthalate (PET) and high density Poly-Ethylene (HDPE), wet strength cardboard, and textiles ("Recycling Materials"). In addition, the City, Eureka Recycling, and the Contractor, upon mutual agreement expressed in writing, may identify other materials as Recycling Materials at a later date.
2. Collection Day. Collection day shall be the day of the week upon which the Contractor shall collect Recycling Materials, and that day shall be every other Wednesday starting on Wednesday May 7, 2014, or an alternative day as mutually agreed upon by the City and Contractor in writing ("Collection Day").
3. Participating Residents. Participating residents are City residents who participate in the City's recycling program, and from whom the Contractor collects Recycling Materials on Collection Day ("Participating Residents").

TERMS AND CONDITIONS:

4. Collection of Recycling Materials. The City agrees that its Participating Residents shall place Recycling Materials on their curbside prior to 7:00 a.m. on Collection Day. The Contractor shall supply a 64 gallon recycling cart to each Participating Resident at least one week before May 1, 2014. The Contractor shall supply vehicles and laborers necessary to pick up all Recycling Materials before dark on Collection Day. Contractor further agrees that all of Contractor's vehicles used for Collection of Recycling Materials shall display Contractor's name, telephone number and truck number. The collection shall be done in a good and workmanlike manner.
5. Recycling Information. The City hereby agrees to inform its Participating Residents of the Collection Day, the time that the Recycling Materials must be placed on the curbside, what materials constitute Recycling Materials, and that the City participates in a "single sort" recycling program where all Recycling Materials shall be placed in the recycling cart provided by the Contractor without separation.
6. Term of Agreement. The terms and conditions of this Agreement shall be effective as of May 1, 2014, through May 1, 2017, upon mutual written consent between the City and the Contractor, the Agreement may be renewed for two (2) one year options. At the conclusion of the first one year renewal period, upon mutual written consent between the City and the Contractor, the Agreement may be renewed for an additional one year. Each written agreement for renewal, if any, must be in writing and executed sixty (60) days before the expiration of this Agreement.
7. Rejection of Recycling Materials. If the Participating Resident's Recycling Materials are rejected for any reason by the Contractor, then the Contractor shall provide written notice to the Participating Resident stating the reasons for the rejection. The material types and preparation requirements will be consistent with specifications provided by Eureka Recycling, the City's processor.
8. Applicable Laws, Rules and Ordinances. The Contractor and the City agree to comply fully with all applicable laws, rules, and ordinances regarding the collection and transportation of Recycling Materials.
9. Contractor Information. The City and Contractor understand that Eureka will provide the City a monthly statement setting forth the participation rates of the number of Participating Residents, the number of set outs by the Participating Residents, and the tonnage collected by the Contractor of the Recycling Materials (collectively "Collection Data"). In addition, the City and the Contractor, may upon mutual agreement expressed in writing, identify other items as Collection Data for Eureka to provide the City at a later date.
10. Complaints. The Contractor shall establish an internal system to receive and investigate complaints, if any, made by the Participating Residents. This will include a telephone number for residents to contact the contractor during normal business hours if they have any questions or concerns at which number an employee shall provide a live response to questions or concerns.

11. Insurance. The Contractor agrees to provide the City with copies of the Contractor's certificates of insurance, satisfactory to the City, covering public liability, general liability, automobile liability, loading and unloading, completed operation liability, bodily injury liability in an amount of \$2,000,000.00 for injury or death to any one person and \$600,000.00 for injury or death for any one occurrence. In addition, the Contractor agrees to provide the City proof of the Contractor's worker's compensation insurance and shall maintain all such insurance coverage in full force and effect throughout the term of this Agreement and any extensions.

12. Audit. Contractor agrees to keep financial records and comply with Minnesota Statute §16C.05 Subd. 5., to the extent that it is applicable.

13. OSHA. Contractor agrees to comply with OSHA rules and regulations.

14. Breach of Agreement. Contractor and City agree to correct any violation of this Agreement within ten (10) days from receiving written notice from the other party of said violation. If the breach is not corrected within this timeframe, the two parties agree to formally meet to develop an action plan for correcting the violation. Following this meeting, if the violation is not corrected, then either party may terminate this Agreement pursuant to the terms of this Agreement.

15. Non-Discrimination. Contractor agrees to comply with Minn. Stat. §181.59 and Chapter 363A of the Minnesota Statutes as they pertain to human rights and non-discrimination.

16. Eureka Recycling. Contractor agrees to deliver all Recycling Materials to Eureka Recycling per their specifications.

17. Payment. The City agrees to pay Contractor as follows: from May 1, 2014 to May 1, 2015 the City shall pay the Contractor \$3.78 per household per month; from May 1, 2015 to May 1, 2016 the City shall pay the Contractor \$3.51 per household per month; and from May 1, 2016 to May 1, 2017 the City shall pay the Contractor \$3.51 per household per month.

In the event that the parties agree to exercise the options considered in paragraph 6 of the Agreement, then the City shall pay the Contractor \$3.51 per household per month, or \$3.51 per household per month plus an adjustment corresponding to the Consumer Price Index for the Upper Midwest as determined by the Federal Reserve Bank of Minneapolis, whichever is greater.

18. Sub-contractors. Nothing in the Agreement or any part of any other proposal, bidding or contract documents and no action or representation of the City or Contractor or of the Contractor's officers, employees, agents, or representatives shall under any circumstances create contractual relations between the City and any subcontractor.

19. Notice. Any and all notices to the City shall be given to:

City of Lakeland
609 Quinnell Avenue North
Lakeland, Minnesota 55043
Attn: City Clerk

and Contractor:

Maroney's Sanitation, Inc.
9202 Lansing Avenue North
Stillwater, MN 55082
Attn: Michael Maroney

20. **Ownership of Containers.** The Contractor will retain ownership of recycling containers.
21. **Forum Selection.** The laws of the State of Minnesota shall apply to the terms of this Agreement. In the event of a dispute, the parties agree that the matter shall be heard in a Minnesota court with competent jurisdiction.
22. **Illegal Provision.** If any provision in this Agreement shall be deemed illegal by a Minnesota court of competent jurisdiction, then the remaining provisions of this Agreement shall be given full force and effect.
23. **Severability.** This Agreement may be executed in several counterparts, each of which shall constitute an original and together shall constitute the whole.
24. **Assignment.** Contractor shall not assign any obligation in this Agreement without prior written approval from the City and any such assignment shall be void.
25. **Liquidated Damages.** The Contractor hereby agrees, in addition to any other remedy available to the City at law or equity, that the City may withhold payment from the Contractor in the amounts specified below as liquidated damages based upon the following occurrences:
 1. **Complaints.** In the event the Contractor receives a legitimate service complaint and fails to respond in a reasonable and professional manner within 24 hours of receipt of said legitimate complaint by the Contractor, then the City may withhold from the Contractor \$50.00 per complaint.
 2. **Missed Collections.** In the event the Contractor is notified of a missed collection by a Participating Resident, and the Contractor fails to collect the missed collection within 24 hours, then the City may withhold from the Contractor \$50.00 per missed collection.
 3. **Monthly Statement.** In the event the Contractor fails to provide the City with the monthly statement as specified in paragraph 8 of this Agreement, then the City may withhold from the Contractor \$100.00 for the monthly statement.
 4. **Designated Recycling Facility.** Contractor agrees to deliver Recycling Materials to Eureka Recycling. In the event the Contractor delivers the Recycling Materials to a different recycling facility without prior consent of the City, then the City may withhold payment from the Contractor in the amount of \$500.00 per occurrence. However, if Eureka Recycling prevents the Contractor from delivering Recycling Materials to its facility through no fault of the Contractor, then the City may not withhold any amount.

5. Residual Rate. In the event the Contractor delivers Recycling Materials with a “residual rate,” as that term is understood between the parties, in excess of 5%, then the City may withhold payment from the Contractor in an amount equal to the loss in revenue to the City or the additional cost of disposal to the City, whichever is less.

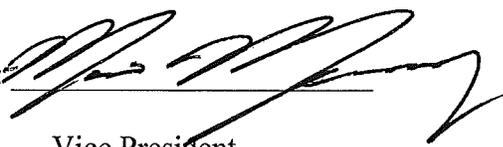
These amounts will be for liquidated damages for losses suffered by the City and not penalties.

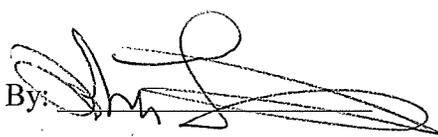
IN WITNESS WHEREOF, the parties have subscribed their names as of the date first written.

SIGNATURES APPEAR ON FOLLOWING PAGE

MARONEY'S SANITATION, INC.

CITY OF LAKELAND

By: 

By: 

Its: Vice President

Its: Mayor

STATE OF MINNESOTA)
) ss.
COUNTY OF Washington



The foregoing instrument was acknowledged before me this 1st day of June 2015, by Sandie Thone, the City Administrator of Lakeland on behalf of Maroney's Sanitation, Inc.

Notary Public

My commission expires: Ex Officio - No Expiration Date

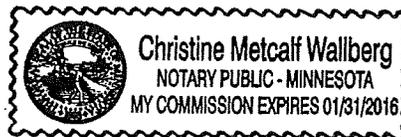
STATE OF MINNESOTA)
) ss.
COUNTY OF Washington

The foregoing instrument was acknowledged before me this 31st day of June, 2014, by _____, the City Clerk of the City of Lakeland.

Christine Metcalf Wallberg

Notary Public

My commission expires: 1/31/2016



4D



Public Works Department

1190 St Croix Trail South
Lakeland MN 55043
Voice: 651-436-8044
Fax: 651-436-3949
E-mail: waterdept@ci.lakeland.mn.us

To: Lakeland City Council

From: Matt Kline, Director of Public Works

Date: June 4, 2015

RE: Summer Maintenance Position

The City of Lakeland has hired Tyler Trifiletti for the seasonal public works position. The council authorized the posting and hiring of this position during the May council meeting. The position will run from June 8th until the end of August. The pay rate will be \$11 per hour.

4E



TO: Mayor and City Council
FROM: Sandie Thone, City Administrator/Clerk
RE: Resolution 2015-25 Adopting General Records Retention Schedule for Minnesota Cities
DATE: June 16, 2015

Background

The City of Lakeland is in possession of a wide range of records received in the normal course of conducting city business and will continue to receive records on a daily basis. Decisions need to be made regarding the retention of the records in the city's possession. These records are regulated by MN Statute § 138.17, which prohibits the destruction of records unless the city has adopted the records retention schedule and destroys the records pursuant to the procedures and schedule mandated by the statute.

Discussion

Lakeland City Council and City Staff desire to comply with the requirements of the records retention law and to manage the city's records in an efficient and appropriate manner, including having the right to destroy records that no longer are required to be retained pursuant to the schedule. Staff is proposing the City Council by resolution adopt the General Records Retention Schedule for Minnesota Cities for the management and destruction of the records in the city's possession. City staff will notify the Government Records Archivist at the Minnesota Historical Society of the decision to adopt the schedule on the form provided for such notification.

Recommendation

Staff is requesting the City Council approve Resolution 2015-25 Adopting the General Records Retention Schedule for Minnesota Cities for the management and destruction of the records in the city's possession and direct City staff to notify the Government Records Archivist at the Minnesota Historical Society of the decision to adopt the schedule on the form provided for such notification. Motion, Second and Simple Majority Vote required.

RESOLUTION NO. 2015-25

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION ADOPTING GENERAL RECORDS
RETENTION SCHEDULE FOR MINNESOTA CITIES**

WHEREAS, the City of Lakeland is a municipal entity in possession of a wide range of records received in the normal course of conducting city business; and

WHEREAS, the retention of records in the city's possession are regulated by MN Statute § 138.17, which prohibits the destruction of records unless the city has adopted the records retention schedule and destroys the records pursuant to the procedures and schedule mandated by the statute; and

WHEREAS, the City of Lakeland City Council desires to comply with the requirements of the records retention law and to manage the city's records in an efficient and appropriate manner, including having the right to destroy records that no longer are required to be retained pursuant to the schedule.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lakeland, Washington County, Minnesota hereby adopts the General Records Retention Schedule for Minnesota Cities for the management and destruction of the records in the city's possession; and

BE IT FINALLY RESOLVED that city staff will send notice of its decision to adopt the schedule to the Government Records Archivist at the Minnesota Historical Society on the form provided for such notification.

Adopted by the City Council for the City of Lakeland this 16th day of June 2015.

Amy Williams, Mayor

Sandie Thone, City Administrator/Clerk

4F



Water Department

1190 St Croix Trail South
Lakeland MN 55043
Voice: 651-436-8044
Fax: 651-436-3949
E-mail: waterdept@ci.lakeland.mn.us

To: Lakeland City Council

From: Matt Kline, Director of Public Works

Date: June 4, 2015

RE: Yearly Review – Jacob McNabb

The Director of Public Works has given an above satisfactory performance evaluation for Jake ending on May 28, 2015.

Recommendation

Director of Public Works recommends a \$1.00 per hour wage increase to \$18.00 per hour. Given that Jake has received his Class C Water License and the progress he has shown in the past year, this increase in wages is justified. The increase also attempts to move public works wages closer to what was presented at the council workshop prior to this meeting in relation to comparative jobs in surrounding cities. Overall wages and benefits will be reviewed during the next two months and public works employee compensation may also be affected due to this review. A majority of the increase will be coming out of the water department funds as Jakes primary responsibilities come from that department.

5A

CJBWPF\$

PRT CONTRACT ICR REPORT

QIJS Page 1
6/01/15 5:16:55

Washington County Sheriff's Office
CONTRACT ICR's
Contract Report for LAKELAND
For the Period 5/01/15 To 5/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
5/01/15	13:01:40	115012929		QUALITY AV	WARRANT / SW / VB1415487
5/02/15	0:42:41	115012994	0092	5TH ST	CHECK THE WELFARE
5/03/15	18:39:17	115013176	0093	QUINNELL AV	OPEN DOOR
5/04/15	14:40:05	115013260	0130	PARK-N-RIDE	MEDICAL LEVEL 1
5/04/15	15:43:53	115013271	0176	HUDSON RD	TRAFFIC
5/05/15	4:31:24	115013322	0148	17TH ST	XP
5/05/15	6:47:37	115013324	0160	DIVISION ST	SMELL OF GAS
5/05/15	9:21:17	115013342	0160	11TH ST CT	MEDICAL LEVEL 1
5/05/15	15:54:27	115013400	0139	I94	WELFARE CONCERN **RSTK MEDI
5/05/15	22:58:57	115013423	1201	QUINLAN AV	FAMILY ASSIST
5/06/15	11:52:59	115013475	0160	QUENTIN AV	MEDICAL LVL 3
5/06/15	20:32:43	115013540	0093	QUALITY AV	FAMILY ASSIST
5/07/15	18:12:37	115013672	0083	SAINT CROIX TR	ACCIDENT/NO INJURIES
5/08/15	8:03:58	115013709	0063	I94	ROAD HAZARD
5/08/15	12:22:05	115013761	0115	11TH ST CT	MEDICAL LEVEL 1
5/08/15	15:31:07	115013791	0130	SAINT CROIX TR	ALARM
5/08/15	17:00:53	115013800	0176	I94	RECKLESS DRIVING
5/08/15	17:27:39	115013804	0176	I94	PROPERTY DAMAGE REPORT
5/10/15	2:38:04	115013950	0183	SAINT CROIX TR	AOA-STATE
5/10/15	10:17:33	115013968	0130	3RD ST	THEFT REPORT
5/10/15	19:41:13	115014002	0093	QUALITY AV	THEFT FROM VEHICLE REPORT
5/11/15	7:34:38	115014020	0130	6TH ST	DAMAGE TO PROPERTY
5/11/15	11:53:27	115014058	0077	2ND ST	ROAD HAZARD
5/11/15	16:01:23	115014092	0089	SAINT CROIX TR	HARASSMENT
5/11/15	17:45:02	115014107	0089	8TH ST	ANIMAL CONCERN
5/12/15	5:34:41	115014135	1204	QUINNELL AV	ALARM SOUNDING
5/12/15	14:46:21	115014211	0087	5TH ST	PARKING COMPLAINT **RESTACK C
5/12/15	20:50:46	115014250	0061	5TH ST	NEIGHBOR COMPLAINT
5/13/15	11:59:53	115014314	0063	RIVERCREST RD	PROPERTY DAMAGE
5/13/15	14:50:44	115014339	0068	7TH ST LN	CIVIL ISSUE
5/13/15	21:42:00	115014386	0176	QUINNELL AV	INFORMATIONAL REPORT
5/14/15	22:48:59	115014559	0176	5TH ST	FIRE CALL
5/15/15	0:08:10	115014561	0148	HUDSON BLVD	AGGREGATE INDUSTRIES
5/15/15	0:40:01	115014562	0174	QUEHL AV	MEDICAL LVL 1
5/15/15	10:16:06	115014594	0165	11TH ST	TRESSPASS COMPLAINT
5/16/15	12:01:44	115014758	0075	6TH ST	FAMILY ASSIST
5/16/15	13:50:37	115014768	0129	6TH ST	NEIGHBOR COMPLAINT
5/16/15	16:38:13	115014785	0176	QUIXOTE AV	VANDALISM
5/16/15	17:27:05	115014790	0096	QUANT AV	THEFT REPORT
5/16/15	21:09:11	115014814	0096	SAINT CROIX TR	INJURED DEER
5/17/15	4:01:29	115014838	0065	I94	WARRANT INFO
5/17/15	13:03:52	115014862	0063	8TH ST	DOMESTIC/PROPERTY DISPUTE
5/17/15	16:15:14	115014878	0139	7TH ST LN	ASSIST
5/18/15	0:09:26	115014905	0165	I94	CHECK BRIDGE/SUICIDAL FEM *IN
5/18/15	15:28:05	115015001	0093	OLD TOLL BRIDGE	BURG ALARM
5/18/15	16:14:06	115015016	0093	5TH ST	FOUND PLATE
5/18/15	19:15:46	115015035	1202	3RD ST	SUSPICIOUS ACTIVITY - XP
5/19/15	0:55:17	115015057	0092	SAINT CROIX TR	DRIVING COMPLAINT
5/19/15	0:55:17	115501215	0100	SAINT CROIX TR	DRIVING COMPLAINT
5/19/15	2:49:21	115015061	0198	QUANT AV	OPEN GARAGE DOOR
5/19/15	9:42:51	115015087	0087	QUINNELL AV	SUSPICIOUS VEH
5/19/15	11:59:42	115015138	0087	QUIXOTE AV	THEFT IN PROGRESS UNFOUNDED.

PRT CONTRACT ICR REPORT

QIJS Page 2
6/01/15 5:16:55

CJBWPR\$
 Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for LAKELAND
 For the Period 5/01/15 To 5/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
5/20/15	2:48:20	115015222	0177	SAINT CROIX TR	TRAFFIC
5/20/15	2:48:20	115015227	0100	SAINT CROIX TR	AOA/TRAFFIC
5/20/15	14:39:21	115015297	0068	SAINT CROIX TR	INJURED DEER
5/20/15	16:09:35	115015314	0096	11TH ST CT	CIVIL ISSUE
5/21/15	4:27:57	115015355	0174	SAINT CROIX TR	TRAFFIC ARREST - CANC-IPS/DWI/
5/21/15	15:09:49	115015447	0139	SAINT CROIX TR	MEDICAL ALS LEVEL 1
5/21/15	15:33:37	115015455	0139	8TH ST	ALARM
5/22/15	1:59:23	115015519	0088	I94	DRIVING COMPLAINT
5/22/15	10:49:09	115015575	0077	SAINT CROIX TR	POSSIBLE ROAD RAGE INCIDENT
5/22/15	15:36:17	115015630	0096	SAINT CROIX TR	THEFT REPORT
5/22/15	19:56:17	115015659	0083	UPPER 4TH ST	SUSPICIOUS VEHICLE/INFORMATION
5/22/15	21:39:40	115015677	0176	5TH ST	MEDICAL LEVEL 1
5/22/15	22:21:26	115015682	1202	RIVERCREST RD	BURNING COMPLAINT **RSTK**
5/23/15	3:25:11	115015699	0075	QUEHL AV	PHYSICAL FIGHT
5/23/15	10:21:44	115015717	0063	QUALITY AV	SOLICITOR COMPLAINT
5/23/15	15:34:15	115015759	1260	SAINT CROIX RIV	WATERCRAFT VIOLATION
5/23/15	18:03:36	115015815	0176	I94	DRIVING COMPLAINT
5/23/15	19:04:53	115015816	1260	SAINT CROIX RIV	WATERCRAFT VIOLATION
5/23/15	19:34:03	115015818	0151	ST CROIX RIVER	
5/23/15	19:35:06	115015819	0151	ST CROIX RIVER	
5/23/15	20:31:36	115015824	0176	SAINT CROIX TR	TRAFFIC
5/25/15	13:32:41	115015949	0077	QUEHL AV	FOUND PROPERTY
5/25/15	15:36:40	115015960	0129	SAINT CROIX TR	TRAFFIC:TABS
5/25/15	17:34:42	115015977	0096	I94	AOA/THEFT JUST OCCURRED/ SUSPE
5/25/15	18:16:37	115015981	1263	ST CROIX RIVER	WATER CRAFT VIOLATION
5/25/15	20:10:04	115015990	1263	ST CROIX RIVER	WATERCRAFT WARNING
5/25/15	20:20:33	115015991		ST CROIX RIVER	WATERCRAFT VIOLATION
5/26/15	16:24:11	115016100		5TH ST CT	RECEIPT# 150001489
5/26/15	21:42:24	115016119	0165	11TH ST CT	MEDICAL LEVEL 1
5/27/15	17:00:32	115016212	0139	SAINT CROIX TR	VEH LOCKOUT
5/28/15	5:03:23	115016258	0177	HUDSON RD	OPEN GATE
5/28/15	6:56:35	115016260	0190	SAINT CROIX TR	TRAFFIC NO INSURANCE
5/28/15	13:46:47	115016342		1ST ST	RECEIPT# 150001509
5/28/15	18:51:10	115016382	0176	SAINT CROIX TR	PANHANDLER
5/28/15	20:38:28	115016393	0083	I94	HOMELESS MAN WITH SIGN
5/29/15	14:18:01	115016524	0075	SAINT CROIX TR	ASSAULT
5/29/15	15:25:13	115016538		QUENTIN AV	RECEIPT# 150001524
5/29/15	16:33:24	115016548	0176	I94	CHECK WELFARE
5/30/15	14:04:50	115016631	0185	RIVERCREST RD	TRAFFIC- FDCR
5/30/15	19:14:48	115016680	1252	ST. CROIX RIVER	WATERCRAFT VIOLATION-WW/NO WAK
5/30/15	19:18:23	115016681	1252	ST CROIX RIVER	WATERCRAFT VIOLATION-WW/NO WAK
5/30/15	19:18:58	115016682	1252	ST CROIX RIVER	WATERCRAFT VIOLATION-WW/CHILD
5/30/15	21:00:12	115016696	0150	SAINT CROIX TR	TRAFFIC - WINDOW TINT
5/30/15	22:20:26	115016704	0176	I94	TRAFFIC ARREST:4TH DEG DWI/.08
5/31/15	19:21:13	115016796	1263	ST. CROIX RIVER	WATERCRAFT WARNING - NUMBER 28
5/31/15	19:22:39	115016797	1263	ST. CROIX RIVER	WATERCRAFT WARNING - MN 9932 D
5/31/15	21:39:11	115016808	0176	2ND ST	HARRASSMENT REPORT
5/31/15	22:41:05	115016812	0176	HUDSON BLVD	DRIVING COMPLAINT

Total ICRs Processed: 100

** END OF REPORT **

PF Citations by City Rpt

ALCOPFR\$

QIJS Page 1
6/01/15 5:16:54

Washington County Sheriff's Office
CITATIONS BY CITY REPORT

City Selected: LAKELAND

From Date: 5/01/2015 To: 5/31/2015

LAKELAND

Offense Date	Offense Time	Location	Citation #
5/12/2015 Statute 71	1537 02 A	16151 5TH ST N NO PARKING	115014211
5/30/2015 Statute 169A	2200 20 (1)5	ST CROIX TRL DWI	82CT15143

Total for City: LAKELAND

2

** END OF REPORT **

Lakeland Update – May, 2015

1. Select Senior Housing (SSH) continues work to work on a 100-unit project in Stillwater, which is their current priority. I will touch base to review progress on the Lakeland project, as I do each month.
2. I hope to meet with Firm Ground Architects and their investment partner, Benchmark, in June to tour the site. They've got the most recent market study, have reviewed it, and are now ready to take a closer look at the project. Since the March, 2015 Update, they've secured investors for senior housing projects, so we'll see if they make Lakeland a priority. As always, I'll include Washington County HRA in the discussions, since they've been our partners through this long process. Now that their priority project in Mahtomedi is close to starting, I will see if there is more interest in the Lakeland project.
3. I will contact other potential developers should neither of the current developers work out.
4. I am working with Hamline University on providing volunteer assistance on several possible projects in Lakeland. Briefly, teams of 2 students from Hamline's Critical Issues class would choose among 5 or 6 potential projects in Lakeland, such as analyzing snowplowing options, safety/funding options for Quality Avenue, recommendations for Business Zoning revisions to the Code, a survey on what citizens would like to see in a new City Hall, and the Economic Development section of the Comp Plan. They would start on June 27th and tentatively present their ideas to the City Council on August 18th. We are currently "tying down" the remaining details.
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 last Winter, which I responded to, and continues with the review of current Policy Plans for Transportation, Housing, Water Resources, and Regional Parks. All but the Water Policy Plan have now been approved by Metro Council...more on each below.
6. The Transportation Policy Plan, over 500 pages long, was released for public comment on 8/13. I did not submit comments, since the only part of the TPP that affects Lakeland specifically is the Gateway Corridor, which the City has monitored, and additional, but not yet located "park and ride" lots. The Metro Council did meet on 11/5 to

begin their review of the comments submitted and appointed Working Groups to address potential modifications to the TPP. As a result of all the comments submitted – approximately 880, the schedule for the final adoption of the TPP was postponed to 1/14/15. A revised TPP based on comments received was released on 12/17 at the Metro Council Transportation Advisory Board meeting, but there were only minor amendments (none that directly affect Lakeland from my reading) and the Board voted 14-11 to recommend that the Metro Council Transportation Committee which approved it at their meeting on 12/22/14. Final approval by the full Metro Council at their meeting of 1/14/15 was given without any further revisions. The City council, acting as the Planning commission, can begin to review any changes to this section of the Comp Plan, when the Local Planning Guidelines are become available.

7. The Housing Policy draft came out for public comment at the end of July, 2014 and is over 100 pages long. In reviewing it, the Housing Policy Plan's priority is: "To create housing options that give people in all life stages and of all economic means viable choices for safe, stable and affordable homes." I think that we can all agree to that priority, but what, specifically, would Lakeland need in their Comp Plan to meet that goal? We'll need to show in the Comp Plan how the City will promote low-moderate income housing and a specific implementation plan on how the City will meet this goal, if, as noted below, we have them! The Metro Council's Community Development Committee considered changes and released a revised version on 11/12. The final draft added an affordable housing primer; clarified roles and responsibilities for implementing HPP goals; and set new thresholds for affordable housing, but neither addressed concerns on the methodology for determining each City's "share" of meeting the regional need, nor concerns on the framework for determining Housing Performance Scores. Despite these unanswered questions, the Community Development Committee on 12/1 and the full Metro Council on 12/10 approved the HPP. These issues were addressed by "Work Groups" in January and February and amendments to the HPP were provided to the Community Development Committee on 3/2 and a Draft of amendments was released on 3/15. The full Metro Council set a Public Hearing on the amendments for May 4th with public comments due on May 15th. No further action has been taken by the Metro Council to date. In reviewing the Housing Plan amendments to see what Lakeland's Draft Allocation for Affordable Housing are now,

there is no mention of it, so I will contact our Metro Council Sector Rep to see if Lakeland is exempt for some reason in June. It would be a “plus” if we were.

8. The Metro Council is in the process of updating its 2010 Master Water Supply Plan. The results will impact future water planning and supply requirements for metro area cities. Lakeland’s 2020 Comp Plan will need to comply with this Master Water Supply Plan. The Metro Council will finally release an update to Plan in in late June with a comment period lasting until August 25th. The full Metro council is expected to take up adoption of it in September. No reason to start looking at this part of the Comp Plan until then.
9. The final Policy Plan released is the Regional Parks Policy Plan, which is 118 pages long. I reviewed the RPPP to see if there’s anything related to Lakeland. The Washington County did send a 4 page letter of comments to the Metro Council, which I shared with the Planning Commission. Again, there was nothing directly pertaining to Lakeland parks, so I did not submit any comments on behalf of Lakeland by the Thursday, 10/30 deadline. The final draft of the RPP, which takes into account the comments submitted, was approved by the Metropolitan Parks and Open Space Commission on 1/6/15 and the Metro Council Community Development Committee on 1/20/15 without revision. It went to the full Metro Council on 2/11/15 where it was approved. Since there is little that will affect Lakeland’s Comp Plan in the RPP, this is an area that the the city council, acting as the Planning Commission, can begin work on for the Comp Plan, when the Local Planning Guidelines are issued.
10. Perhaps the biggest news is that starting in 2018, the Metro Council will make a total of \$1.38 million available to eligible communities and counties to support the upcoming Comp Plan Updates. Lakeland may fit under one of the 2 criteria, but would not be considered a “fast growing” community...Metro Council staff is still working on the details for this grant program. No word on whether or not a Local Planning Assistance Loan would be available for communities like Lakeland. Again, another discussion item for a meeting with Lakeland’s Sector Rep, Ryan Garcia.
11. The System Statement process by the Metro Council is now nearly complete, so the next step will be the issuance of the Local Planning Handbook this Summer, which will outline the requirements that the City’s Comp Plan will have to meet. I have previously advised that work on the Comp Plan with the exception of Goals should wait until

- after the issuance of the Local Planning Handbook. At the 3/17 WorkSession, Lakeland Council reviewed the Draft Goals and added their thoughts, so the next step will be to present them for public input. I will work with the City Council on the process for getting citizen thoughts on the proposed goals.
12. The foreclosure data provided by the Washington County HRA thru February, 2015 shows that Lakeland had no foreclosures for the month. Lakeland has had 53 Sheriff's Sales since 2009. Fortunately, for 2014, Lakeland had only 5 foreclosures – 4 of which have been resold and are occupied.
 13. The League of Minnesota Cities has approved a maximum increase of 5% for 2016 – cost-of-living and their tech upgrades are the 2 cited reasons. I'm not sure what the dues are for Lakeland, but for 2016 Budget, just multiply the 2015 dues by 1.05 and "plug in" that number for the 2016 Preliminary Budget...as always, Tom will know what I mean!
 14. I have been working with Staff on finding reasons for the Metro Council's population and employment estimates over the past couple of years. The population estimates for Thrive 2040 show Lakeland's population dropping from 1,796 to 1,500 over the next 25 years – this is not good news for Lakeland's LGA allocation. However, at least for now, I have been able to reverse the trend and actually have Lakeland's population increasing from 1,796 to 1,806, which adds about \$275 to the LGA allocation to Lakeland instead of losing LGA revenue. For your info, each resident brings in about \$28 in LGA revenue. I will be sending confirmation that the Lakeland agrees with the 2014 Population Estimate of 1,806.
 15. As I write this, it appears that there will be NO Tax Bill this year, so Lakeland's 2016 LGA allocation for 2016 Budget purposes will be \$49,872 for 2016, or \$817 more than 2015. I guess you could say every little bit helps!
 16. One Bill the Governor did sign was the Omnibus Pension Bill, which now does NOT affect employer and employee contributions to local government. It will leave the employer (7.5%) and employee (6.5%) contributions the same through 2016. As it pertains to the 2016 City Budget, there will be no need to include the effect of an increase in the employer contribution amount...good news!
 17. One Bill that was passed was the "Lights On" Transportation Bill – Good News for Lakeland! The city will receive \$29,216 in state aid for road maintenance next year, which should help do more on street

improvement projects...the downside is that it is for 2016 only. One other change is that cities that apply for Safe Routes to Schools funding will now need to adopt a Complete Streets Ordinance first.

18. Also, a Bill was introduced in both the House and the Senate that would exempt cities from paying the motor vehicle sales tax on vehicles used for road maintenance...Townships have not had to pay this tax since 1998. This also was lost when the Tax Bill did not pass, along with the Sales Tax exemption for purchases of construction materials.
19. An Elections Bill was passed and signed with minimal impact on Lakeland. Filing fees can now be raised and Lakeland can now change precinct boundaries to align with school district boundaries. Let me know if this affects Lakeland.
20. Other news...LMC Executive Director Jim Miller will retire effective 7/31/15, so a Search Committee was formed and they've recommended hiring David Unmacht, currently with Springsted, Inc., but a long-time County Administrator for Scott County...LMC Committees will begin their work in mid-July on Legislative Policies – the 4 Areas that CCmembers can contribute are: Service Delivery; Human Resources; Local Economies; and Fiscal Futures – if anyone is interested, then let me know and I'd be happy to help you through the process of getting on a Committee...Metro Cities also begins their work on their Legislative Policies in mid-July – their Committees are Housing/Community Development; Metro Agencies (I serve on this one); Municipal revenue/Taxation; and Transportation/General Government – again, if anyone is interested, then let me know and I'll walk you through the nomination process...the LMC released its 2015 State of the Cities Report, which presents findings from their Fiscal Conditions Survey – go to their website for more on how Minnesota cities are performing financially...whether you know or not, the Minnesota Housing Finance Agency provides low interest loans to Lakeland homeowners for purchasing/fixing up homes – go to www.mnhousing.gov for more info – some of the info could be made available to Lakeland residents thru the Newsletter and Website...the County Board recently approved a \$99,840 contract with Library Strategies Consulting Group to assist the Library Board in determining the future of the Washington county Library System – City Council will need to participate in this process to insure Lakeland can retain a library branch.

21. June, 2015 Work Plan – Focus on the Senior Housing project, Internship Program and 2020 Comp Plan Process...and any other assignments!

HAMLIN UNIVERSITY

CRITICAL ISSUES IN PUBLIC ADMINISTRATION COURSE

CITY OF LAKELAND STUDENT PROJECTS

Project #1 – Quality Avenue “Safe Street” Improvements

Project Description: Quality Avenue is one of the primary neighborhood streets in Lakeland. It is currently scheduled for improvement, but does neither meets standards for simply repaving it, nor provides safe passage for pedestrians or bikers. In addition, there are school children that use this road to walk to Afton-Lakeland Elementary School, but do not have either a sidewalk, or a designated safety zone on Quality Avenue to get to school. Students are asked to advise the Lakeland City Council on street improvement options for Quality Avenue and funding options for those recommended street improvements. In addition, since this a priority project for Lakeland, we would like to have 2 student teams work on this projects to provide the City Council with a wider range of options.

Project #2 – New Lakeland City Hall

Project Description: The City of Lakeland is considering moving its current city Hall from an old church to the location of the City’s Streets and Utilities Department, where the City owns land that can accommodate a new City Hall. Students are asked to survey residents on: (1) Vision for the new City Hall – should it be utilitarian or should it include other functions, like a senior center? (2) What other services at City Hall would residents like to have access to?

Project #3 – Snow Plowing Analysis

Project Description: In 2008, the Washington County Board decided that their Public Works Department would no longer plow City streets on a contract basis. After an extensive analysis, which can be made available to the Student Project team, the city decided that it was more cost-effective to plow the streets with City crews. Since that decision, the City has added contracts with Lakeland Shores and St. Mary’s Point (?), which has helped the City to spread the costs of

hiring an additional employee with plowing experience. This FT employee also is responsible for Parks and Public Works projects that the City would not otherwise accomplish during the Spring and Summer. The City is asking Students to conduct an analysis to determine whether or not the city should continue to provide snowplowing services to the citizens of Lakeland.

Project #4 – Business District Zoning

Lakeland has not reviewed the requirements of its Business Zoning Districts, since its comprehensive zoning ordinance was rewritten in 2009. Council's vision is that Lakeland is "open for business". This Student project would review what other cities are doing to their Codes to spur business development, whether or not Business Licensing is needed in the City, how do other cities handle home-based businesses, and what revisions in the City's current City Code could be changed to be more business friendly.

Project #5 – Comprehensive Plan – Economic Development

Lakeland's 2020 Comprehensive Plan will be due for review by the Metropolitan Council in late 2019. While it seems a long way off, Lakeland is already working on their update of the 2010 Comprehensive Plan starting with their Vision and Goals for 2020, which the Council addressed at their March, 2015 meeting. One of the central components of this Plan is the Economic Development component, which will require additional work for approval. A Student Team would outline the City's current economic strategy and develop an Economic Development strategy for Lakeland's future.

Project #6 – Comprehensive Plan – Parks and Recreation

Lakeland's demographics are changing – the senior population is growing, but housing opportunities for younger families are emerging and the City's median age has stabilized. It is anticipated that the median age may begin to decline due to its central location to jobs; its inclusion in one of the best school districts in the state; and its affordable housing. The City has 4 parks, but no recreational programs, currently. A Student Team will be asked to consider in planning for 2020 and beyond, how should the City reconfigure its current parks

given future demographics? How should the City increase recreational programs for all of the demographic sectors in the community? More specifically, does the City need a Dog Park?

Project #7 – Septic Systems

Lakeland is not “hooked up” to the Metro Council sanitary sewer system and will likely never be in the future. A Student team will be asked to evaluate which homes do not have adequate septic systems and what options are available to those homes to comply with the law?

COMPLAINT FORM

City of Lakeland

6B

Type of Complaint In regard to Resolution 2015-16 Date 5/5/15

Location of Property about which complaint is made: 4th 5th & 6th St North

Nature of Complaint

When I received my letter dated April 22, 2015 regarding the Resolution 2015-16 (no parking on center portion of the cul-de-sac on 4th, 5th & 6th St N) I was surprised by the stated reasoning. The statement "Our goal is to provide for a safe and thriving community" seems to imply these three cul-de-sacs are not safe. I have lived in 6th St N for thirty eight years and never had a safety issue. I asked our neighbor who is on the Lower St Croix Fire department if he, as a member of the fire department sees a safety issue, his response was "No safety issue" at all.

I was also taken back by the word "thriving". It seems to imply that we currently live in a non-thriving neighborhood, which again is not true. After driving through these three cul-de-sacs, I believe one or two residents/individuals abuse the center of the cul-de-sac and use it as their own personal parking lot. The Mayor & City Council should have addressed this "safety" issue with these few households/residents rather than passing the Resolution 2015-16 which affects every resident on these three streets.

There are a few occasions during the year when 6th St N residents use the center of our cul-de-sac for overflow parking because the number of vehicles are not able to park in one driveway.

I propose an exception be added to the present Resolution 2015-16. It would allow for a special parking permit. Residents on 4th, 5th & 6th St could request the special parking permit on the occasion when extra parking spaces are needed for a given day, afternoon, or evening. This permit would be at no cost to the resident.

This seems a reasonable way to allow residents of these three streets to abide by Resolution 2015-16 and still be able to have the occasional party or gathering that are, and have been for many years, a part of our community's tradition. We also feel there is no need for a sign to remind us of this resolution. A letter, and enforcing the resolution is adequate.

Sincerely,

8A



TO: Mayor and City Council
FROM: Sandie Thone, City Administrator/Clerk
RE: Resolution 2015-26 Variance to Substandard Lot and Setback Requirements to Construct a Single Family House at 464 Quinlan Avenue South
DATE: June 16, 2015

Background

City staff received a variance application from applicant Peter Smith on June 1, 2015 for a substandard lot and setback requirements to construct a single family house at 464 Quinlan Avenue South. Peter Smith has a purchase agreement with current fee owner Richard Mickelson granting permission to apply for the variance on said property as a contingency on the purchase of the property (executed document is included in the packet). Smith's application packet was deemed complete on June 1, 2015 by city staff. A Public Hearing was set for June 16, 2015 at 6:00 p.m. which included official notice to the neighbors within 500 feet of the property, legal publication in the city's designated official newspaper and posted notice per state statute. All people wishing to be heard will be heard on or before the public hearing date.

Discussion

The following variances requested by the applicant meet the three-factor practical difficulties test per MN State Statute § 462.357, subd. 6(2) and §159.023 A(2c) of the Lakeland City Code:

- 1) Variance to construct a single family house on a substandard lot whereas the lot does not currently meet the Lakeland City Code Minimum Requirements §159.041 (A1) for the R-1 district of a 2-1/2 acre lot.
- 2) Variance to the side yard setback allowing 20 foot setback versus the required 40 foot setback for a designated 'corner' lot per Lakeland City Code Minimum Setback Requirements §159.041(8).

In addition, the variances are in harmony with the general purposes of the intent of City Code Section 159.002 and all other applicable ordinances as described within the resolution.

The applicant is requesting the council consider the above variances to build a one story single family house on the substandard lot at 464 Quinlan Avenue South, based on the following findings of fact and subject to the conditions listed below:

Findings of Fact

1. The property owner is proposing to use the property in a reasonable manner. Under the current rules of the zoning code no resident construction can occur. A single family house meets the zoning for R-1 district. The unique circumstances are that the lot was platted, has a water hook-up deferred assessment attached to it, which would make it a viable buildable lot. The lot size of 21,870 square feet does (or .50206612 of an acre) not

meet the current R-1 district zoning requirement of 2-1/2 acres per §159.041 (A1) Minimum Requirements. Placing a residential single family house on the property is reasonable use of the property. Owning a lot that is unbuildable poses a practical difficulty in that the circumstances are unique to the property and not created by the landowner. Neighboring lots in Lakeland Shores are approximately .5 acres each.

2. There are circumstances unique to the property, not caused by the property owner, that cause practical difficulties in meeting setback requirements. The property is located on two non-vacated streets; Fuller Street and Quinlan Avenue South. For the purpose of the variance application the property has been classified as a corner lot. Fuller Street is an unimproved street. Quinlan Avenue South is the only access point to the property. Corner lot setbacks are set at 40 feet per city zoning code §159.041 versus the usual 20 foot side yard setback (and 15 feet for Lakeland Shores properties that surround the lot). The owner is proposing a 20 foot setback to the north of property adjacent to Fuller Street which is undeveloped and unlikely to be developed since it has a water main running through it. The 20 feet is consistent with the side yard setback requirement for a house not located on the corner of two streets. Arguably you could consider this the side yard of the property since the street has not been developed. The proposed structure will not appear to be any closer to the lot line than existing homes since the street is not a developed street and cannot be identified as such. With the setback variance the house would be 86 feet from the lot line of the neighbor at 444 Quinlan Avenue South.
3. The unique characteristics of the lot size pose a difficulty in establishing two septic fields and a family home with enough room for a family of five. A one-story home may or may not increase the footprint on the lot but a two-story structure would impede sight lines and rise above the tree line and would not aesthetically blend harmoniously with the surrounding area and therefore detract from the essential character of the neighborhood. The one-story home design is harmonious with the existing character of the locality.
4. The variance, if granted, will not alter the essential character of the locality because there are homes of similar size and height located in the area and homes constructed on .5 acre sites. The proposed house is in scale and consistent with the surrounding area, as it is within the setbacks and lot sizing of neighboring Lakeland Shores zoning governing the homes on Quinlan Avenue South. The owner has purposely made plans for a one-story walkout house versus a two-story which may limit sight lines for neighbors. The single story keeps the structure below the tree line and blends into the natural landscape. Many of the existing trees on the lot will remain as screening for neighboring properties. Overall, the property with the proposed structure will remain dense, private and provide natural screening from surrounding properties.
5. The applicant's requested variance meets the Comprehensive Plan goal of providing a mix of housing types to meet the needs of residents of the City of Lakeland and attract new residents.
6. The variance is in harmony with the general purposes of the intent of City Code Section 159.002 and all other applicable ordinances as described here within.

Conditions of Approval:

- a. Total impervious surfaces will not exceed the required 50% per city code §159.041 (A12) minimum requirements. The total square footage of impervious surfaces per the application are currently set at 20.9%.
- b. The screening plan allows for the buffer/easement area to the north to be undisturbed. The applicant will make every effort to save all the trees possible to the west and north of the property to ensure screening from neighbors and the

elementary school. One tree along Quinlan Avenue South will be left undisturbed as well. Overall, the property with the proposed structure will remain dense and provide natural screening from surrounding properties.

- c. The applicant will hook up to city water at the curb stop and pay the deferred water hook-up assessment. Septic design is a type 1 system per the perc and soil test suitable for the lot. The design requires a 50X90 rectangle including the back-up leach field will be implemented per application and upon advisement and approval from Washington County.
- d. The drainage and erosion plan will incorporate rain water collection from the house to use for gardening. In view of existing soil tests revealing the lot is well drained and the existing tree coverage and 6-7% grade of the property there are little concerns with potential erosion. However, the applicant's builder will be responsible to take all reasonable measures to control erosion during the building process.
- e. In efforts to minimize the environmental impact a passive-solar design and simple structure will be used to reduce material consumption and waste.

Recommendation

Staff is requesting the city council approve the following variances for 464 Quinalan Avenue South which meet the three-factor practical difficulties test per MN State Statute § 462.357, subd. 6(2) and §159.023 A(2c) of the Lakeland City Code:

- 1) Variance to construct a single family house on a substandard lot whereas the lot does not currently meet the Lakeland City Code Minimum Requirements §159.041 (A1) for the R-1 district of a 2-1/2 acre lot.
- 2) Variance to the side yard setback allowing 20 foot setback versus the required 40 foot setback for a designated 'corner' lot per Lakeland City Code Minimum Setback Requirements §159.041(8).

Motion/Second/Majority Vote required.

RESOLUTION NO. 2015-26

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION APPROVING A VARIANCE TO SUBSTANDARD LOT
AND SETBACK REQUIREMENTS TO CONSTRUCT A
SINGLE FAMILY HOUSE AT 464 QUINLAN AVENUE SOUTH**

WHEREAS, the City of Lakeland is a municipal entity 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 City Code to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Peter Smith has made an application to the City for a variance to substandard lot and setback requirements to construct a single family house at 464 Quinlan Avenue South; and

WHEREAS, Peter Smith has an agreement with current fee owner Richard Mickelson granting permission to apply for the variance on said property as a contingency on the purchase of the property; and

WHEREAS, the City Council held a Public Hearing at its June 16, 2015 at which the public was noticed and provided the opportunity to be heard; and

WHEREAS, the City Council found the variances requested met the three-factor practical difficulties test per MN State Statute § 462.357, subd. 6(2) and §159.023 A(2c) of the Lakeland City Code; and

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

PID: 02.028.20.13.0003 LOTS 3 THRU BLOCK 48 LAKELAND CITY NOT ON VACATION PER DOC-BOOK 180 PAGE 578 BLOCK 48 LOT 3 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY BLOCK 48 LOT 4 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY BLOCK 48 LOT 5 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY

WHEREAS, the City Council, at its meeting of June 16, 2015 approved the proposed variances requested by Peter Smith.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lakeland hereby approves the following variances to build a one story single family house on the substandard lot at 464 Quinlan Avenue South, based on the following findings of fact and subject to the conditions listed below:

Variances Approved

- 1) Variance to construct a single family house on a substandard lot whereas the lot does not currently meet the Lakeland City Code Minimum Requirements §159.041 (A1) for the R-1 district of a 2-1/2 acre lot.
- 2) Variance to the side yard setback allowing 20 foot setback versus the required 40 foot setback for a designated 'corner' lot per Lakeland City Code Minimum Setback Requirements §159.041(8).

Findings of Fact

1. The property owner is proposing to use the property in a reasonable manner. Under the current rules of the zoning code no resident construction can occur. A single family house meets the zoning for R-1 district. The unique circumstances are that the lot was platted, has a water hook-up deferred assessment attached to it, which would make it a viable buildable lot. The lot size of 21,870 square feet does (or .50206612 of an acre) not meet the current R-1 district zoning requirement of 2-1/2 acres per §159.041 (A1) Minimum Requirements. Placing a residential single family house on the property is reasonable use of the property. Owning a lot that is unbuildable poses a practical difficulty in that the circumstances are unique to the property and not created by the landowner. Neighboring lots in Lakeland Shores are approximately .5 acres each.
2. There are circumstances unique to the property, not caused by the property owner, that cause practical difficulties in meeting setback requirements. The property is located on two non-vacated streets; Fuller Street and Quinlan Avenue South. For the purpose of the variance application the property has been classified as a corner lot. Fuller Street is an unimproved street. Quinlan Avenue South is the only access point to the property. Corner lot setbacks are set at 40 feet per city zoning code §159.041 versus the usual 20 foot side yard setback (and 15 feet for Lakeland Shores properties that surround the lot). The owner is proposing a 20 foot setback to the north of property adjacent to Fuller Street which is undeveloped and unlikely to be developed since it has a water main running through it. The 20 feet is consistent with the side yard setback requirement for a house not located on the corner of two streets. Arguably you could consider this the side yard of the property since the street has not been developed. The proposed structure will not appear to be any closer to the lot line than existing homes since the street is not a developed street and cannot be identified as such. With the setback variance the house would be 86 feet from the lot line of the neighbor at 444 Quinlan Avenue South.
3. The unique characteristics of the lot size pose a difficulty in establishing two septic fields and a family home with enough room for a family of five. A one-story home may or may not increase the footprint on the lot but a two-story structure would impede sight lines and rise above the tree line and would not aesthetically blend harmoniously with the surrounding area and therefore detract from the essential character of the neighborhood. The one-story home design is harmonious with the existing character of the locality.
4. The variance, if granted, will not alter the essential character of the locality because there are homes of similar size and height located in the area and homes constructed on .5 acre sites. The proposed house is in scale and consistent with the surrounding area, as it is within the setbacks and lot sizing of neighboring Lakeland Shores zoning governing the homes on Quinlan Avenue South. The owner has purposely made plans for a one-story walkout house versus a two-story which may limit sight lines for neighbors. The single story keeps the structure below the tree line and blends into the natural landscape. Many of the existing trees on the lot will remain as screening for neighboring properties. Overall, the property with the proposed structure will remain dense, private and provide natural screening from surrounding properties.
5. The applicant's requested variance meets the Comprehensive Plan goal of providing a mix of housing types to meet the needs of residents of the City of Lakeland and attract new residents.
6. The variance is in harmony with the general purposes of the intent of City Code Section 159.002 and all other applicable ordinances as described here within.

Conditions of Approval:

- a. Total impervious surfaces will not exceed the required 50% per city code §159.041 (A12) minimum requirements. The total square footage of impervious surfaces per the application are currently set at 20.9%.
- b. The screening plan allows for the buffer/easement area to the north to be undisturbed. The applicant will make every effort to save all the trees possible to the west and north of the property to ensure screening from neighbors and the elementary school. One tree along Quinlan Avenue South will be left undisturbed as well. Overall, the property with the proposed structure will remain dense and provide natural screening from surrounding properties.
- c. The applicant will hook up to city water at the curb stop and pay the deferred water hook-up assessment. Septic design is a type 1 system per the perc and soil test suitable for the lot. The design requires a 50X90 rectangle including the back-up leach field will be implemented per application and upon advisement and approval from Washington County.
- d. The drainage and erosion plan will incorporate rain water collection from the house to use for gardening. In view of existing soil tests revealing the lot is well drained and the existing tree coverage and 6-7% grade of the property there are little concerns with potential erosion. However, the applicant's builder will be responsible to take all reasonable measures to control erosion during the building process.
- e. In efforts to minimize the environmental impact a passive-solar design and simple structure will be used to reduce material consumption and waste.

Adopted by the City Council for the City of Lakeland this 16th day of June 2015.

Amy Williams, Mayor

Sandie Thone, City Administrator/Clerk

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 PETER SMITH
(Name)

5755 NEWBERRY AVE N // OAK PARK HEIGHTS // MN 55082
(Address) 715-781-0122
(Phone)

Fee Owner of Affected Property RICHARD MICKELSON
(Name) 651-247-6066
Phone

9980 ARKANSAS PATH // INNER GROVE HEIGHTS // MN 55077
(Address) (Phone)

Property Legal Description SEE ATTACHMENTS

LOTS 3,4,5, BLOCK 48 LAKELAND CITY, WASHINGTON COUNTY, MINNESOTA

Description and/or Reason for Request SEE ATTACHMENTS. SEEKING SUB-STANDARD

LOT SIZE ? SETBACK VARIANCES, SO THAT I CAN BUILD MY FAMILY HOME
ON 464 QUINLAN AVE S.

An incomplete application will delay the processing of this request and may necessitate a re-scheduling of the review time frame. The application approval time line commences and an application is considered complete when all required information and fees are submitted to the City.

I acknowledge that I have read and understand the following:

1. Before this request can be considered and/or approved, all required information and fees, including any deposits and escrow amounts, must be paid to the City.
2. The fee necessary to make this application is a deposit for administrative expenses.
3. For applications requiring escrow amounts, escrow deposits will provide the City necessary cash to in an amount estimated to be adequate to secure all City out-of-pocket expenses including by not limited to attorneys fees, engineering fees, planning fees, etc. to complete the project. Should service costs approach the escrow total, the applicant will be required to provide additional funds in the amount determined by City staff; and the project will be suspended until additional funds have been submitted. Where additional fees are required to cover costs incurred by the City, the City Clerk has a right to require additional payment from me. Any unused funds shall be returned to the applicant.
4. For applications not requiring escrow amounts but where additional fees are required to cover costs incurred by the City, the City Clerk has a right to require additional payment from me.

Dated this 31 of MAY, 2015

Peter Smith PETER SMITH
Applicant

SEE ATTACHED FOR CONSENT OF FEE OWNER
Applicant

I hereby certify that all data required under the Ordinances of the City of Lakeland and pertaining to this application has been provided by the applicant and that the above application is hereby received and accepted by the City of Lakeland.

Dated this 1st of June, 2015

Dundie Thorne
City Clerk



Applicant,

It is important for you to be aware that costs will be incurred as your application is processed. The application fee submitted is a deposit for administrative expenses. Additional costs will include but are not limited to mailing, copying, publishing, attorney fees, engineering costs, planning fees and any other fees required to complete the process. You will be responsible to pay those expenses.

For applications requiring escrow amounts, escrow deposits will provide the City necessary cash to in an amount estimated to be adequate to secure all City out-of-pocket expenses shown above. Should service costs approach the escrow total, you will be required to provide additional funds in the amount determined by City staff; and the project will be suspended until additional funds have been submitted. Any unused funds shall be returned to the applicant.

For applications not requiring escrow amounts but where additional fees are required to cover costs incurred by the City, you will receive an initial invoice when the expenses incurred reach \$1,000, or when the work is completed – whichever is first. Fees not paid according to terms on the invoices will be certified to your property taxes.

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA) ss
COUNTY OF WASHINGTON)

Charlene Vold being duly sworn on an oath, states or affirms that they are the Authorized Agent of the newspaper(s) known as:

Stillwater Gazette

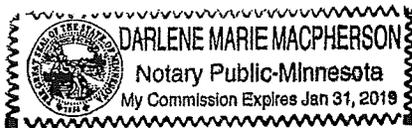
and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02, §331A.07, and other applicable laws as amended.
- (B) This Public Notice was printed and published in said newspaper(s) for 1 successive issues; the first insertion being on 06/03/2015 and the last insertion being on 06/03/2015.

By: Charlene Vold
Authorized Agent

Subscribed and sworn to or affirmed before me on 06/03/2015.

Darlene M MacPherson
Notary Public



Rate Information:

(1) Lowest classified rate paid by commercial users for comparable space:

\$40.00 per column inch

City of Lakeland

(Official Publication)

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**NOTICE OF PUBLIC HEARING
REGARDING APPLICATION FOR VARIANCE**

NOTICE IS HEREBY GIVEN that the City Council for the City of Lakeland, Washington County, Minnesota shall conduct a public hearing regarding application by Peter Smith for a variance to build a home on the property located at 464 Quinlan Avenue South.

The real property affected by said application is legally described as PID 02.028.20.13.0003; LOTS 3 THRU 5 BLOCK 48 LAKELAND CITY NOT ON VACATION PER DOC-BOOK 180 PAGE 578 Block 48 Lot 3 SubdivisionCd 2687 SubdivisionName LAKELAND CITY Block 48 Lot 4 SubdivisionCd 2687 SubdivisionName LAKELAND CITY Block 48 Lot 5 SubdivisionCd 2687 SubdivisionName LAKELAND CITY

The public hearing shall be held before the City Council on Tuesday, June 16, 2015 at 6:00 p.m. at Lakeland City Hall, 690 Quinell Avenue North in Lakeland, Minnesota 55043. All written and oral comments will be considered.

Sandie Thone
City Administrator/Clerk

Posted at City Hall, published and mailed to all property owners within 500 feet of the subject property.

6/3/15, 3SG, PHN 464 Quinlan Ave S Variance, 402159

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**NOTICE OF PUBLIC HEARING
REGARDING APPLICATION FOR VARIANCE**

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Sandie Thone
City Administrator/Clerk

Posted at City Hall, published and mailed to all property owners within 500 feet of the subject property.



TO: Property owners within 500 feet of 464 Quinlan Avenue South
FROM: Sandie Thone, City Administrator/Clerk
RE: Application for Variance regarding 464 Quinlan Avenue South
DATE: June 1, 2015

Peter Smith has applied for a variance to build a home on 464 Quinlan Avenue South.

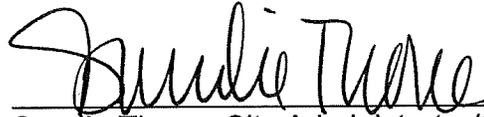
Please find attached the official notice of public hearing regarding the above application. Any and all comments regarding this application will be heard at the public hearing. In addition, you may send written comments to the City of Lakeland prior to June 16, 2015 at 1190 St. Croix Trail South, Lakeland, MN 55043.

I hereby certify that the notice of public hearing for a variance application by Peter Smith regarding 464 Quinlan Avenue South, Lakeland, MN was mailed to the attached list of property owners within 500 feet of the property address.

The public hearing is scheduled for:

Tuesday, June 16, 2015 at 6:00 p.m.

Dated this 1st day of June 2015

A handwritten signature in cursive script, appearing to read "Sandie Thone", written over a horizontal line.

Sandie Thone, City Administrator/Clerk

Mailing addresses of property owners within 500 ft of 464 Quinlan Ave S

Robert & Heidi Hubbard
1175 Quinlan Ave S
Lakeland MN 55043

Stillwater Area District Offices
1875 Greeley St
Stillwater MN 55082

Paul & Patricia Korba
380 Quinlan Ave S
Lakeland MN 55043

Stephen DeMilke
391 Quinlan Ave S
Lakeland MN 55043

Andrew & Sara Kubiak
16730 4th St S
Lakeland MN 55043

Daniel Rohricht
499 Quinlan Ave S
Lakeland MN 55043

Joan Berggren
850 S Collier Blvd #1202
Marco Island FL 34145

Jane Williams
16670 7th St S
Lakeland MN 55043

St Croix Valley United Methodist
PO Box 276
Lakeland MN 55043

Jeff Griffith
PO Box 26
Lakeland MN 55043

Robert and Edith Seerup
16725 4th St S
Lakeland MN 55043

Debra Erickson
16744 4th St S
Lakeland MN 55043

Thos Mickelson & Sheryl Lapean
16715 4th St S
Lakeland MN 55043

John Brisson
444 Quinlan Ave S
Lakeland MN 55043

Kelly Cadwallader Jr.
424 Quinlan Ave S
Lakeland MN 55043

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Variance application for 464 Quinlan Ave S: index

P. 1	Index
P. 2	Narrative of application
P. 3	Mickelson variance consent
P. 4	Setback interpretation
P. 5	Screening plan, fencing plan, muni water hookup provisions, drainage/erosion plans, detailed description of use
P. 6	Address of property owners within 500 ft
P. 7-8	Sub-standard lot size variance request
P. 9-13	Setback variance request
P. 14	4-corner survey image
P. 15-16	2003 variance summary image
P. 17	Construction plan, house elevations (subject to minor changes)
P. 18	Site layout, septic design placement

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Narrative of applicant's reason for proposal, including explanation of practical difficulties:

5/25/15

City Council Members:

I have a purchase agreement in place with the owner of this property at 464 Quinlan Ave S, and have the closing contingent upon receiving a building permit for a single family residence – a home that will be my family's primary home. I am aware of the contentious history of this particular property. Bearing this in mind, I am asking that the city consider this application with fresh perspective. I have reviewed my intent with neighboring property owners and used their feedback in creating a design that fits into the neighborhood. Based on this, 2 variances are being requested in this application:

- 1) sub-standard lot size
- 2) side setback

The following pages include the required documentation, and visually and verbally explain the variances requested and the three-factor practical difficulties test for each variance requested.

Thank you for your consideration of my request.

Pete Smith
5755 Newberry Ave N
Oak Park Heights MN 55082
715-781-0122

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Letter from current fee owner (Richard Mickelson) granting permission to apply for variances

To the attention of: Shelly Holz
Fax Number: (651) 379-5283

Shelly@holzgroup.com

From: Valorie Mickelson for Dick Mickelson
Work Direct Line: 651-797-7435

Work Fax: 651-454-4232

Re: 464 Quinlan Lot

This message includes this cover sheet and 1 additional page.
If you receive less than this, please contact Valorie at above number.

To Whom It May Concern:

I, Richard Mickelson, am aware and approve that Peter Smith, the Buyer of 464 Quinlan Lot in Lakeland, Minnesota, to apply for variances.


Richard Mickelson

5/31/2015

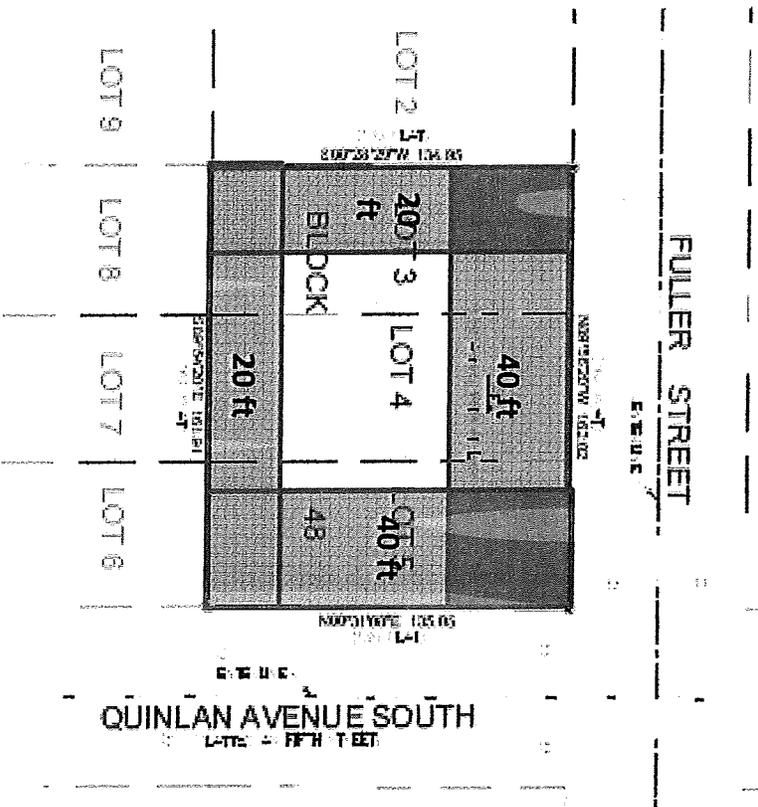
Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Lot interpretation as it relates to setbacks

Because Fuller St and Quinlan Ave S are both non-vacated, and based on feedback from the city of Lakeland officials, I've considered this lot to be a corner lot for the sake of this variance application. I believe I have the correct interpretation of the side setbacks and corner lot setbacks given this scenario.

Lots 3, 4, & 5, Block 48, Lakeland City, Washington County, Minnesota
Parcel #: 02.028.20.13.0003

Interpretation – 464 Quinlan Ave S is a corner lot on Fuller and Quinlan

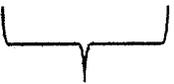


5/31/2015

Peter Smith and Richard Mickelson 464 Quinlan Ave S variance request

Total sq ft impervious surfaces:

- house/garage structure: 2,560
- driveway/sidewalk: 1,220
- entry terrace: 200
- deck: 500
- garden shed: 100



vs. lot dim. 162 x 135 = 21,870
4,580 / 21,870 = 20.9%

Screening plan: We intend to leave the buffer/easement area to the north of the property undisturbed, and intend to save as many trees to the west and north of the property as possible in order to keep the house concealed from view of neighbors and the school. We also intend to leave a tree line along Quinlan Ave S.

Fencing plan: none planned

Provisions/plan for future municipal water hook-up: I plan to hook into municipal water at the curb stop. Upon securing the building permit, I will pay the deferred water hookup assessment (~\$6,500). Septic system design placement is included in this application.

Drainage and erosion plan: the soil borings from the site taken in May, 2015, show that the soil on the lot is extremely well drained. We plan/hope to incorporate rain water collection from the house to use for gardening. With existing tree coverage and only a 6-7% grade, we have limited concerns with potential erosion. With that said, we are using a reputable local builder who will take all reasonable measures to control erosion during the build.

Detailed description of proposed use: I intend to build a residence for my family on this lot. In order to minimize the environmental impact, I am applying passive-solar house design and a simple structure to reduce material consumption/waste. My desire is to keep the property private, which is why this particular lot is of interest to me – it has dense, natural vegetative screening from surrounding properties, and I intend to keep it that way. To this end, my home will be a single-story house to keep it below the tree line and blend into the landscape. I plan to have an open yard in the south half of the property, removing trees in this area to achieve this purpose.

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Sub-standard lot size variance request (2 of 2)

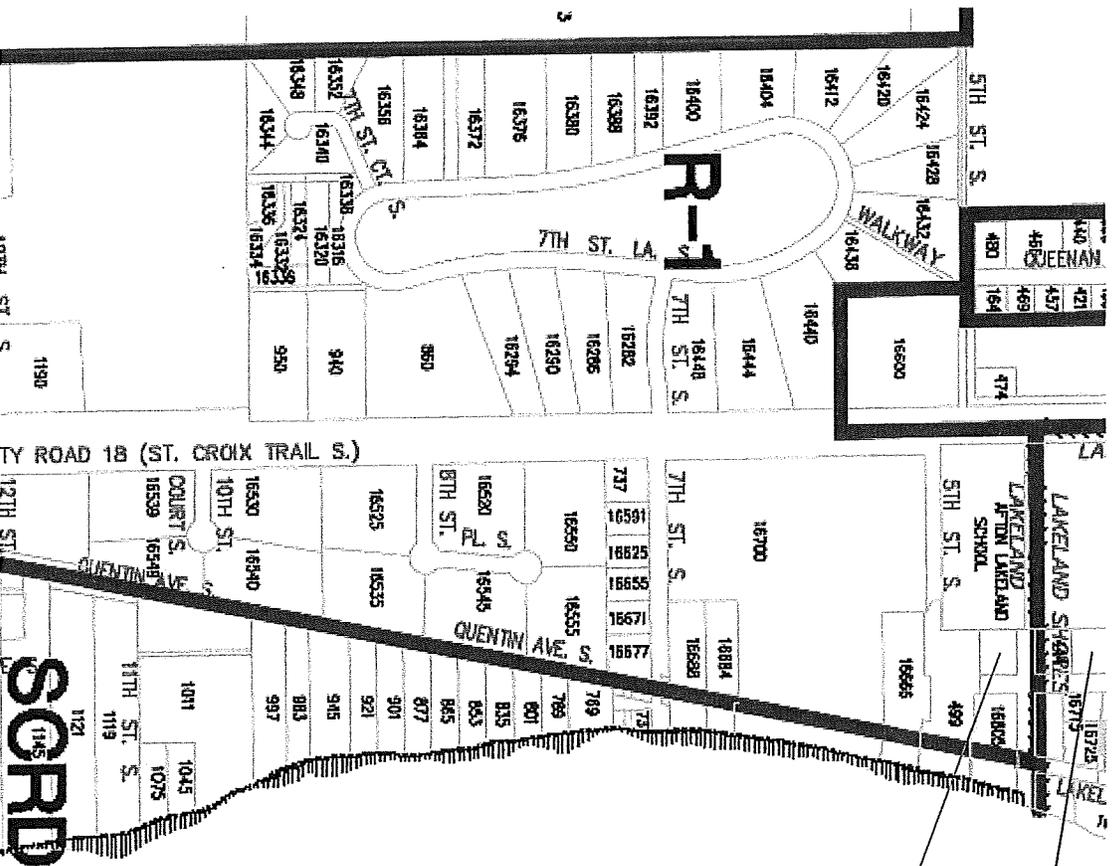
Regarding the three-factor practical difficulties test, my assessment/interpretation follows:

1. Reasonable manner: I feel that building a modest single-family home on a lot in the R-1 zone is a reasonable use. Without this variance, no residence construction can occur on this property. The property is landlocked. I have had a perc and soil test completed which conclude that a type 1 system is suitable for the lot, and the design requires a 50x90 rectangle (includes back-up leach field)...which fits within the house placement and design I am proposing. Complete soil and septic design documents can be made available upon request.
2. Unique circumstances: The unique circumstance is that this lot was platted and is seemingly recognized as build-able based on having a water hookup deferred assessment on the property, even though the size is <2.5 acres.
3. Essential character: My proposed design maintains the essential character of the locality, as it is within the setbacks and lot sizing of neighboring Lakeland Shores zoning (which governs the neighboring properties on Quinlan Ave S). My intent is to blend in, not stand out. I intend to leave as much screening with existing trees as possible to the north, west, and east...with a lawn area to the south of the house. My interest in this lot is that it is private – I plan to take advantage of this feature by keeping the home a single-story design.

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Rear and/or front setback variance request (1 of 5) – description



Rear and/or front setback variance request (2 of 5) – practical difficulties

Regarding the three-factor practical difficulties test, my assessment/interpretation follows:

1. Reasonable manner: Because this particular lot exists in R-1 but is only ½ acre, the ability to blend into the neighborhood, establish septic fields, and construct a family home within the existing setback ordinances is difficult. With my requested variance to the north of the property against the Fuller St undeveloped land which is 66' wide, the encroachment on any neighbor is slight at worst...and arguably imperceptible to any neighbor. Because of these circumstances, my house would still be 86' from the lot line of the neighbor at 444 Quinlan Ave S...even with the setback variance.

2. Unique circumstances: In order to establish 2 septic fields and still construct a family home with enough size, I feel my proposed design best accomplishes this while maintaining the aesthetic of the neighborhood. Additionally, keeping the house design to a 1-story home ensures that the home does not stick out/above the neighborhood...but does necessarily increase the footprint on the lot. Additionally, because of the existing trees on the lot, orienting the home on the property as proposed best-utilizes existing vegetation to keep the home screened from neighbors. In essence, I argue that in order to best satisfy the essential character "test", the setbacks are problematic. Furthermore, the lot is unique in that it is a corner lot on an undeveloped street that also has a water main running through it, presumably making any development other than a road extremely unlikely, and with the school "dead ending" on what would be Fuller St, presumably building a road is equally unlikely.

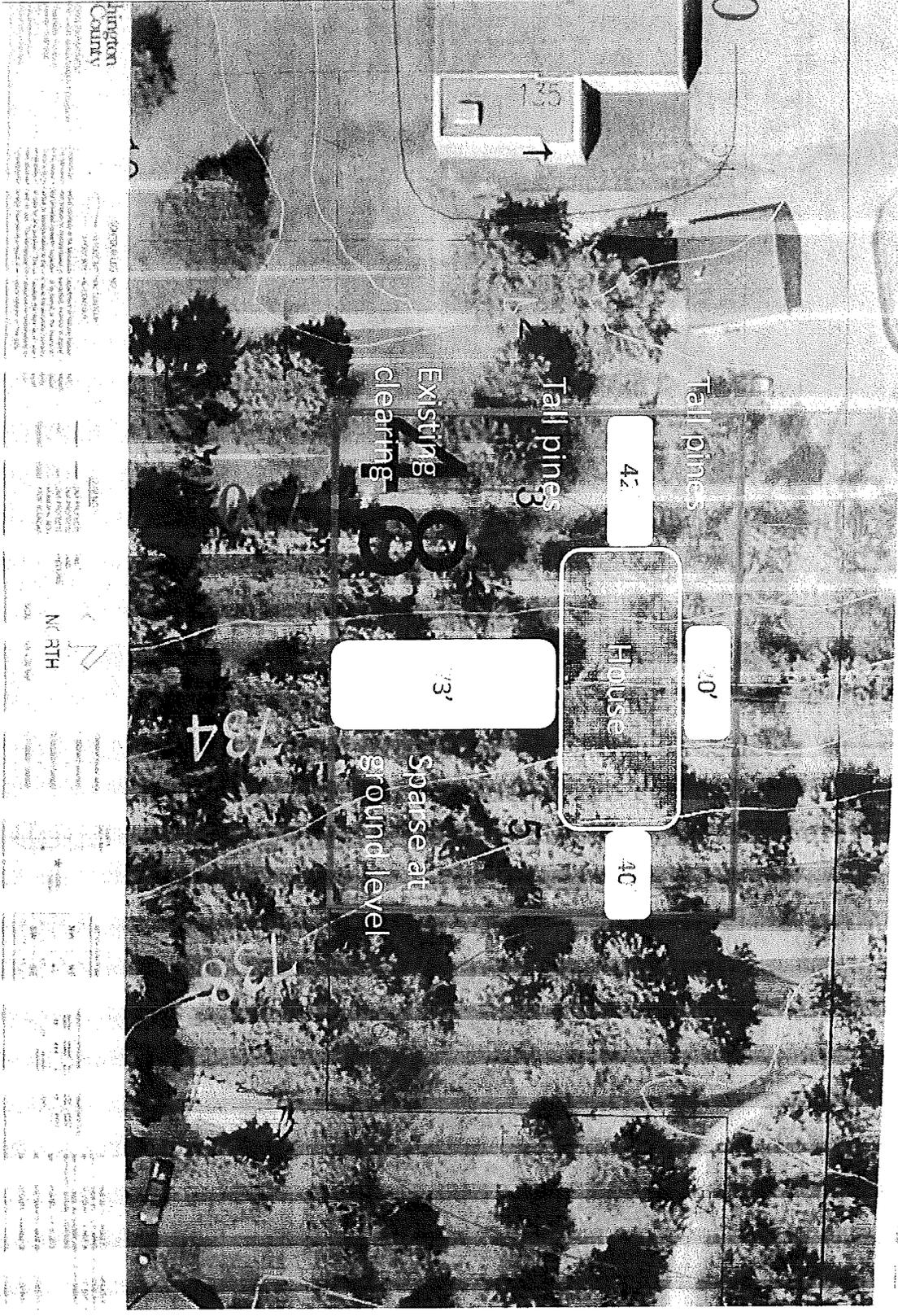
3. Essential character: My proposed design maintains the essential character of the locality, as it is within the setbacks and lot sizing of neighboring Lakeland Shores zoning (which governs the neighboring properties on Quinlan Ave S). My intent is to blend in, not stand out. I intend to leave as much screening with existing trees as possible to the north, west, and east...with a grassy lawn area to the south of the house.

** While the unique circumstances noted above may be a weaker argument, I posit that if reasonable use is established, there is a balance to be had with the "essential character"...in that a 2-story house could be built without the setback variance, but would then detract from the essential character and be less desirable for neighbors (based on feedback from neighbors). Subsequently, any 1-story design that is not linear in nature would take away from any potential yard space and dominate septic design.*

5/31/2015

Quinlan Ave S variance request

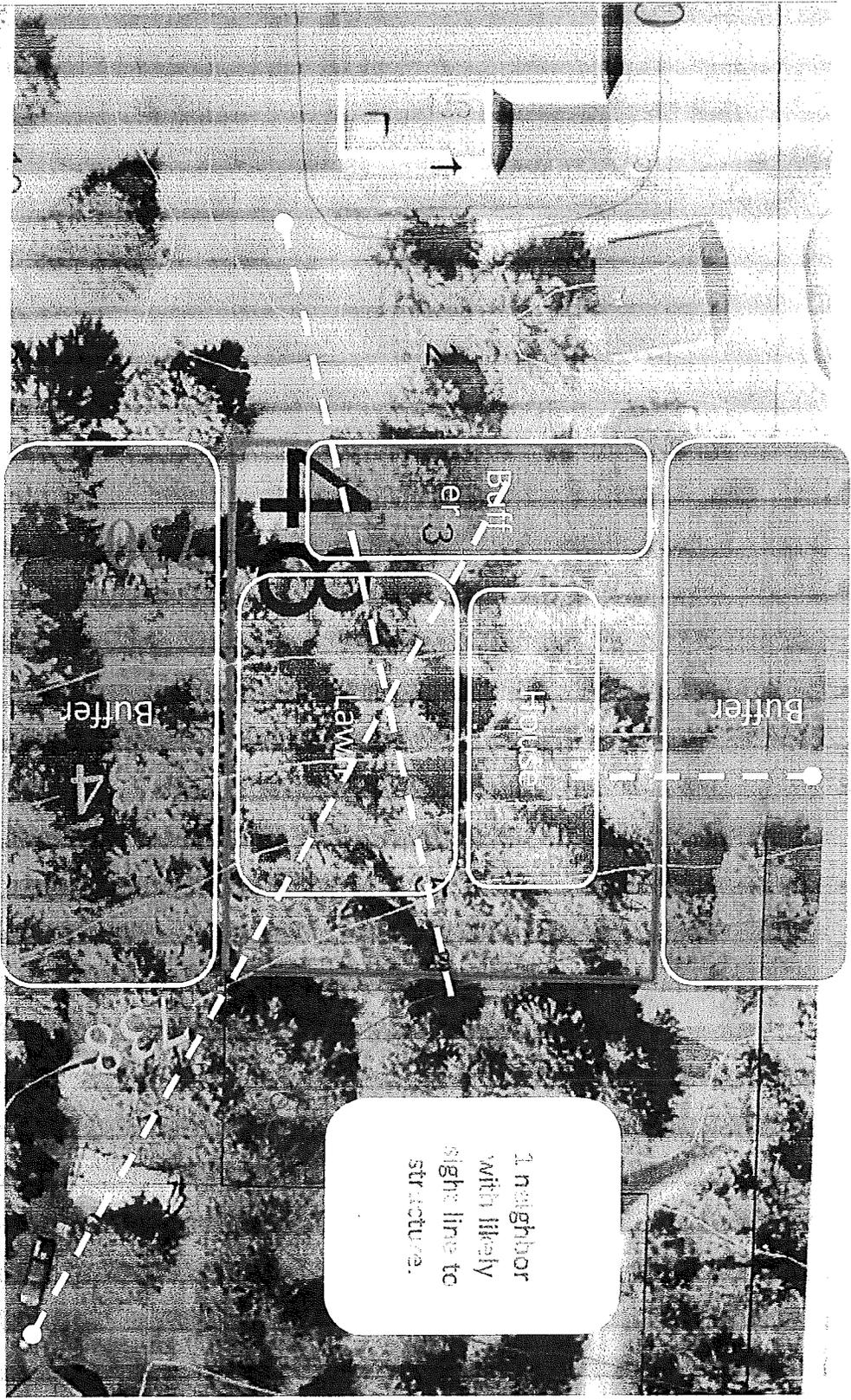
Rear and/or front setback variance request (3 of 5) – existing vegetation boundaries, house positioning to lot lines



5/31/2015

Peter Smith and Richard Mickelson 464
 Quinlan Ave S variance request

Rear and/or front setback variance request (4 of 5) – proposed house orientation (approx) vs. sight lines

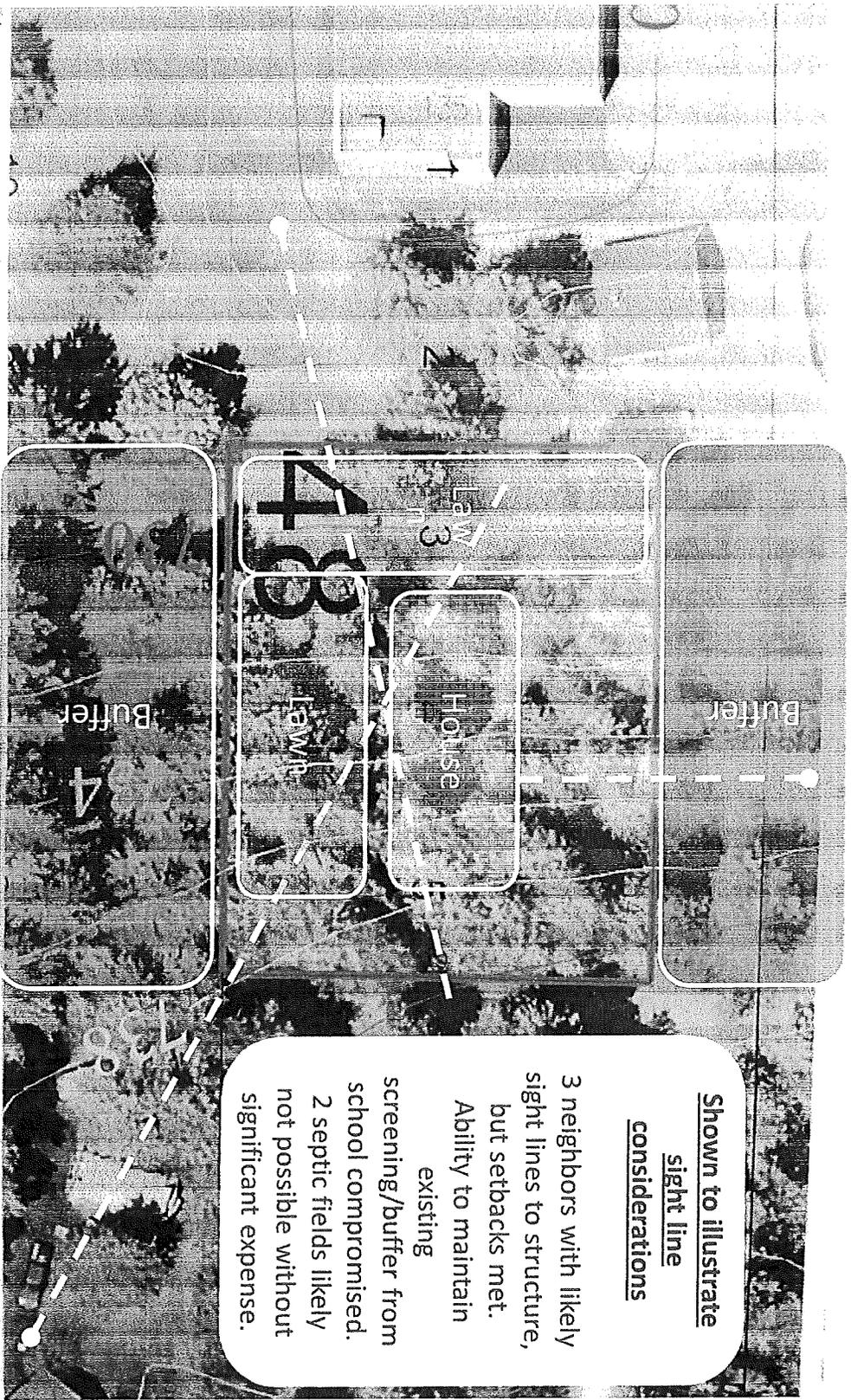


Municipality		County		Parcel ID		Area		Volume		Value	
City	...	County	...	Parcel ID	...	Area	...	Volume	...	Value	...
...

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Rear and/or front setback variance request (5 of 5) – alt. house orientation vs. sight lines – not proposed



Shown to illustrate sight line considerations

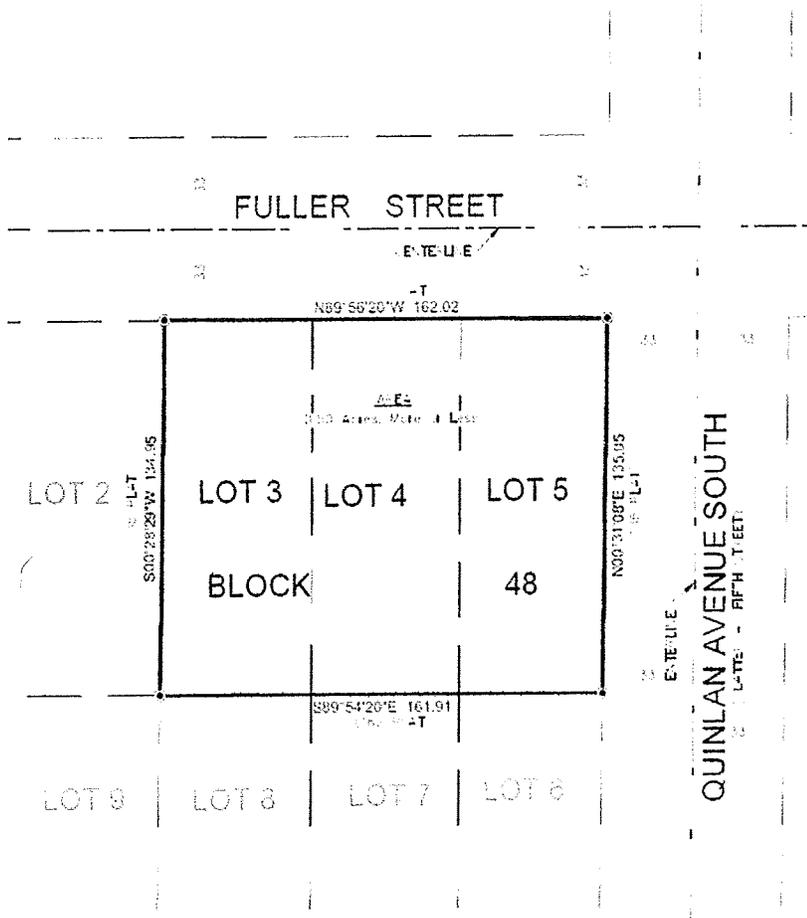
- 3 neighbors with likely sight lines to structure, but setbacks met.
- Ability to maintain existing screening/buffer from school compromised.
- 2 septic fields likely not possible without significant expense.

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

3/31/2015

Peter Smith and Richard Mickelson 464
 Quinlan Ave S variance request



PROPERTY DESCRIPTION
 Lots 2, 3, and 5, Block 48, LAPELAND
 CITY, Washington County, Minnesota

● BEVOTES FOUND FROM MONUMENT



BEARINGS SHOWN HEREON ARE ORIENTED TO
 THE WASHINGTON COUNTY COORDINATE
 SYSTEM, NAD 83, 1996 ADJUSTMENT (HARN)

CERTIFICATE OF SURVEY FOR:

DAN ROHRICHT



JOHNSON & SCOFIELD INC
 SURVEYING AND ENGINEERING

1112 HWY 55 SUITE 201, HASTINGS, MN 55033
 (851)435-0000

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Max A. Scofield

Mr. Bill A. Scofield
 Minnesota License No. 45634
 Date: June 25, 2014

SP. NA	PR. NA	WD	DRAWING NUMBER
SHEET 1 OF 1 SHEETS	14-208	5-5308	

Previous variance from 2003 for less-than-standard lot size (1 of 2)



3367495
Office of the
County Recorder
Washington County, MN
Called for and recorded at
2:03 PM on 11/7/00 PM
3367495



Return to:
LEIBER, JAMES BRIGGS
WOLFE & VERLING, P.L.L.P.
Attn: Mark J. Verling
1835 Northwestern Avenue
Stillwater, MN 55082
651-430-2808

NOTICE OF CERTIFICATION

[Signature]

CERTIFICATION

City of Lakeland
Washington County, Minnesota

State of Minnesota)
County of Washington)
City of Lakeland)
Iss.

I, the undersigned, being duly qualified and acting City Clerk/Zoning Administrator of the
City of Lakeland, Minnesota DO HEREBY CERTIFY that I have compared the attached document

City of Lakeland Variance Permit for
F. W. Gordon Construction - 464 Quinlan Avenue South

with the original record on file in my office, and that the same are full, true and complete copies of
said documents within the files of the City of Lakeland.

WITNESSES my hand and seal of said City this 24th day of July, 2003.

[Signature]
Chris Walker, City Clerk/Zoning Administrator

5/31/2015

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request

Previous variance from 2003 for less-than-standard lot size (2 of 2)

CITY OF LAKELAND
VARIANCE PERMIT
FOR

F. W. GORDON CONSTRUCTION
464 QUINLAN AVENUE SOUTH
LAKELAND, MINNESOTA 55043

Legal Description: (PIN 02.028.20.13.0003)

Date Issued: June 17, 2003

LOTS THREE (3), FOUR (4) and FIVE (5), BLOCK 49, LAKELAND CITY,
ACCORDING TO THE PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE OF THE
COUNTY RECORDER IN AND FOR WASHINGTON COUNTY, MINNESOTA

Owner: Glen Hill
Address: 444 Quinlan Avenue
Lakeland, MN 55043

Present Zoning District: R-1

Permitted uses set forth in Ordinance 307 Section 602

VARIANCE TO: Lot Size

All uses shall be subject to the following conditions and/or restrictions imposed by the City
Council of the City of Lakeland:

General Description:

Only Variance Granted is a 10' lot size. Residential home to be constructed on the site
with street address as 464 Quinlan Avenue South. All setbacks to be consistent with
Handbook found in that the lot without the variance is not usable for any residential
purpose and the lot is capable of supporting single systems and can meet all other
setback and zoning code requirements

Variance Permit for 464 Quinlan Ave So

Page 2

IN WITNESS WHEREOF, the parties have set forth their hands and seals
CITY OF LAKELAND

Date: 7-15-03

By: Robert Christ, Mayor

Date: 7-22-03

By: Chris Wainberg, City Clerk/Zoning Administrator

Date: 7-22-03

By: F. W. Gordon Construction, Permit Holder

5/31/2005

Peter Smith and Richard Mickelson 464
Quinlan Ave S variance request



Hosted by Vanguard Appraisals, Inc

Parcel Number: 02.028.20.13.0003

Property Address: LAKELAND, MN MAPS

Class: RESIDENTIAL

Legal Description:

LOTS 3 THRU 5 BLOCK 48 LAKELAND CITY NOT ON VACATION PER DOC-BOOK 180 PAGE 578 BLOCK 48 LOT 3 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY BLOCK 48 LOT 4 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY BLOCK 48 LOT 5 SUBDIVISIONCD 2687 SUBDIVISIONNAME LAKELAND CITY

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2015	\$72,200	\$0	\$0	\$72,200
2014	\$55,500	\$0	\$0	\$55,500
More Years...				

Land Information

Lot Type	Square Feet	Acres
Lump Sum	21,983	0.505

Sale Information

Sale Date	Amount	Recording
12/15/1995	\$36,000	

GIS Map Information



Property ID: 02.028.20.13.0003 Bill#: 21601

Taxpayer: RICHARD C MICKELSON JR
 9980 ARKANSAS PATH
 INVER GROVE HEIGHTS MN 55077-4502

TAX STATEMENT 2015		
2014 Values for Taxes Payable in		
VALUES AND CLASSIFICATION		
	Taxes Payable Year:	2014 2015
	Estimated Market Value:	55,500 55,500
Step 1	Homestead Exclusion:	
	Taxable Market Value:	55,500 55,500
	New Improvements/ Expired Exclusions:	
	Property Classification:	Res Non-Hstd Res Non-Hstd
<i>Sent in March 2014</i>		
Step 2	PROPOSED TAX	
	Did not include special assessments or referenda approved by the voters at the November election <i>Sent in November 2014</i>	
		\$802.00
Step 3	PROPERTY TAX STATEMENT	
	First half taxes:	May 15 \$395.00
	Second half taxes:	October 15 \$395.00
	Total Taxes Due in 2015:	\$790.00

\$\$\$
REFUNDS?

You may be eligible for one or even two refunds to reduce your property tax. Read the back of this statement to find out how to apply.

Property Address:

Description:

Block 48 Lot 3 LAKELAND CITY LOTS 3 THRU 5
 BLOCK 48 LAKELAND CITY NOT ON VACATION
 PER DOC-BOOK 180 PAGE 578

Tax Detail for Your Property:			
Taxes Payable Year:		2014	2015
1. Use this amount on Form M1PR to see if you are eligible for a property tax refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible.			\$0.00
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.		\$0.00	
Tax and Credits	3. Property taxes before credits	\$864.00	\$790.00
	4. Credits that reduce property taxes		
	A. Agricultural market value credit	\$0.00	\$0.00
B. Other Credits	\$0.00	\$0.00	
5. Property taxes after credits		\$864.00	\$790.00
Property Tax by Jurisdiction	6. WASHINGTON COUNTY		
	A. County General	\$226.85	\$208.79
	B. County Regional Rail Authority	\$1.62	\$1.47
	7. CITY OF LAKELAND		
	State General Tax	\$326.38	\$301.82
	8. State General Tax	\$0.00	\$0.00
	9. ISD 834 STILLWATER		
	A. Voter approved levies	\$131.33	\$89.30
	B. Other Local Levies	\$155.25	\$168.26
	10. Special Taxing Districts		
A. Metropolitan Council	\$7.29	\$6.54	
B. Metropolitan Mosquito Control	\$3.84	\$3.40	
C. County HRA	\$8.95	\$8.20	
11. Non-school voter approved referenda levies		\$2.49	\$2.22
12. Total property tax before special assessments		\$864.00	\$790.00
13. Special assessments		\$0.00	\$0.00
14. TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS		\$864.00	\$790.00

Agricultural homesteads may have received a supplemental agricultural homestead credit in October 2014. This credit was a reduction in property taxes payable in 2014.
 Minnesota Laws 2014, Chapter 308, Article 1, Section 14.

PAYABLE 2015 2nd HALF PAYMENT STUB
 TO AVOID PENALTY PAY ON OR BEFORE: October 15

Fold & detach at perforation & mail this stub with your 2nd half payment in the enclosed green envelope
 Res Non-Hstd

Property ID: 02.028.20.13.0003 Bill #: 21601



Taxpayer:
 RICHARD C MICKELSON JR
 9980 ARKANSAS PATH
 INVER GROVE HEIGHTS MN 55077-4502

MAKE CHECKS PAYABLE TO:
 Washington County
 P.O. Box 200
 Stillwater MN 55082-0200

CHECK
 CASH

No Receipt sent. Your canceled check is proof of payment. Do not send postdated checks.

SECOND HALF TAX AMT DUE
\$395.00

0202820130003 2 00000000039500 2

PAYABLE 2015 1st HALF PAYMENT STUB
 TO AVOID PENALTY PAY ON OR BEFORE: May 15

Fold & detach at perforation & mail this stub with your 1st half payment in the enclosed green envelope
 Res Non-Hstd

Property ID: 02.028.20.13.0003 Bill #: 21601



Taxpayer:
 RICHARD C MICKELSON JR
 9980 ARKANSAS PATH
 INVER GROVE HEIGHTS MN 55077-4502

MAKE CHECKS PAYABLE TO:
 Washington County
 P.O. Box 200
 Stillwater MN 55082-0200

CHECK
 CASH

No Receipt sent. Your canceled check is proof of payment. Do not send postdated checks.

FIRST HALF TAX AMT DUE
\$395.00

0202820130003 1 00000000039500 4



8B

Date: June 16, 2015

To: Mayor and City Council

From: Sandra Thone, City Administrator
Mike Isensee, MSCWMO Administrator

Re: Resolution 2015-27 Declaring a Commitment to Review and Revise the Lakeland City Code of Ordinances to Integrate MIDS standards

BACKGROUND

On May 19, 2015 the Middle St. Croix Watershed Management Organization (MSCWMO) attended the City Council meeting and discussed stormwater management in the community, specifically city participation in the voluntary Minimal Impact Design Standards (MIDS) program. MIDS are simplified standards developed to replace complicated and outdated standards that most municipalities currently have in place for managing storm water runoff. The intent of implementing MIDS is to encourage better storm water management practices for new and redevelopment projects.

As discussed in the workshop, the MSCWMO applied for and received a Clean Water Fund Grant to provide assistance to communities in Washington County to implement MIDS. This grant provides technical and financial assistance to help city staff and officials review and modify local ordinances to make it easier for developers to meet local water quality standards while protecting lakes, streams, and the St. Croix River.

Based on input and discussion at the workshop, MSCWMO has developed a scope of work to begin reviewing and making recommendations for revisions to our city ordinances, to comply with MIDS standards. In order for the MSCWMO to proceed, the city is required to adopt a resolution declaring its commitment to review and revise ordinances to integrate MIDS standards, with funding provided through the MSCWMO by the Clean Water Fund Grant (see draft resolution attached). If adopted, the MSCWMO would proceed with reviewing city ordinances over the next few months and provide a recommendation for revisions to be considered by the city this spring or early summer.

RECOMMENDATION

Staff recommends the City Council adopt a resolution declaring a commitment to review and revise the Lakeland City Code of Ordinances to integrate Minimal Impact Design Standards standards, with funding provided through the Middle St. Croix Watershed Management Organization by a Clean Water Fund Grant.

RESOLUTION 2015-27

**CITY OF LAKELAND
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION DECLARING A COMMITMENT TO REVIEW AND REVISE
THE LAKELAND CITY CODE OF ORDINANCES
TO INTEGRATE MINIMAL IMPACT DESIGN STANDARDS (MIDS)**

WHEREAS, Minnesota Statutes 2009, Chapter 115.03 Subdivision 5c. authorized the Minnesota Pollution Control Agency (MPCA) to develop performance standards, design standards, and other tools to enable and promote the implementation of low-impact development and other storm water management techniques; and

WHEREAS, pursuant to the authority in Minnesota Statutes, Chapter 115.03 Subdivision 5c, the MPCA developed a set of performance goals, design standards, and policy development guidance provisions known as the Minimal Impact Design Standards (MIDS); and

WHEREAS, The Middle St. Croix Watershed Management Organization (MSCWMO) has secured a Clean Water Fund Grant to assist communities with integrating MIDS into local ordinances;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAKELAND, MINNESOTA, AS FOLLOWS:

The City of Lakeland has declared its commitment to adopt the MIDS standards into the Lakeland City Code of Ordinances to achieve protection of our local water resources with funding provided through the MSCWMO by a Clean Water Fund Grant.

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Lakeland, Washington County, Minnesota, this 16th day of June 2015.

ATTEST:

Sandie Thone, City Administrator/Clerk

Amy Williams, Mayor

8C



TO: Mayor and City Council
FROM: Sandie Thone, City Administrator/Clerk
RE: Memorial Park Bench Program
DATE: June 16, 2015

Background

The City of Lakeland has received many requests to honor people in a variety of ways. While the city is honored and happy to fulfill such requests it is bound by laws of how it may spend public funds. Public purpose expenditures must have a public purpose and specific or implied authority for the expenditure in the statute or city code. The Minnesota Constitution requires that taxation must be for a public purpose. While purchases in Lakeland's history have all been held to the test of Public Purpose Expenditures and have fallen into an activity that is allowed, it generally creates a system that is difficult to maintain equitable balance.

Discussion

City officials and city staff have a commitment to the residents and businesses of the community. In addition, we provide a valuable service in ensuring parks and trail systems that are user friendly, well maintained and help to beautify the community. Welcoming donations for memorial park benches allows such generous donations to grace our public parks and public areas for everyone to use and enjoy. The program allows organizations, families and individuals with a unique opportunity to honor a special person. All requests for memorials and specific plaque wording would require approval by Lakeland's City Council. The memorial bench requests would have to be paid for prior to the city placing an order for a bench/plaque. The city may limit the number of benches at a particular location and would accept no liability for damage to memorials from vandals or third parties, or while performing maintenance activities.

Cost of the park bench would run \$750 which would include tax, shipping and installation materials. Costs incurred by the city would include installation (labor and equipment).

Recommendation

Staff is requesting the city council approve the Memorial Park Bench Program at a cost of \$750 to donators, with additional approval before placement, in addition to the conditions stipulated on the program registration form attached. Motion/Second/Simple Majority Vote required.

MEMORIAL PARK BENCH PROGRAM

City of Lakeland on the Saint Croix

The Program

The City of Lakeland welcomes the donations of park benches. These generous donations grace our public parks and public areas for everyone to use and enjoy. The program allows organizations, families and individuals with a unique opportunity to honor a special person.

All requests for memorials and specific plaque wording require approval by Lakeland's City Council. Memorials must be paid for prior to the city placing an order for a bench/plaque.

The city may limit the number of benches at a particular location. The city accepts no liability for damage to memorials from vandals or third parties, or while performing maintenance activities.

Cost of the park bench includes tax, shipping and installation materials. Costs incurred by the city include installation (labor and equipment).



Memorial Park Bench \$750

All benches are 6 feet long, made of coated steel and typically are black, green or blue in color. The support posts cemented into the ground.

The donor may request a park or trail location but the final decision will rest with the City Council based upon utility, maintenance, site conditions and park use considerations.

An approximate 4' x 7" stainless steel plaque will be provided to purchaser. Purchaser shall be responsible for having the plaque engraved upon approval of the wording.

Steps:

- 1) Complete and send in order form
- 2) After approved, city staff will contact you to finalize request and provide plaque for engraving



City of Lakeland

Memorial Park Bench Program

Name of Individual or organization purchasing memorial:

Contact Name: _____

Address: _____

Telephone: _____

Email: _____

_____ Check Payment

\$750 Park Bench

Preferred Location:

Proposed Plaque Wording:

(Engraving not included in price of bench—purchaser will be responsible for engraving upon city approval).

Please return to:

City of Lakeland Park Bench Program
1190 St. Croix Trail
Lakeland, MN 55043

8D



Public Works Department

1190 St Croix Trail South
Lakeland MN 55043
Voice: 651-436-8044
Fax: 651-436-3949
E-mail: waterdept@ci.lakeland.mn.us

To: Lakeland City Council

From: Matt Kline | Director of Public Works

Date: June 2, 2015

RE: Dog Waste Stations

Staff was asked by a council member to research the cost of these stations. Prices ranged from \$119 to \$272 depending on the inclusion of a waste basket on the sign post. Descriptions and costs have been attached for review.

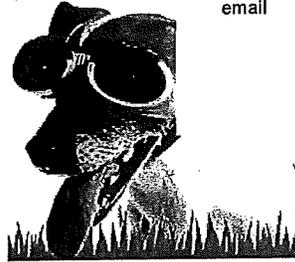
Staff is seeking direction to determine if the council desires to purchase the stations, the placement of the stations if purchased, and the type of station desired.

Account Login

forgot password?

email

password



0
\$0.00

home about why buy from DWD testimonials specials contact faqs news and events

DOG WASTE BAGS

DOG WASTE STATIONS

MINI STATION

BAG DISPENSERS

WASTE CAN LINERS

CANS POSTS SIGNS

Special Offers

Newsletter Sign Up

email address



DOG WASTE STATIONS

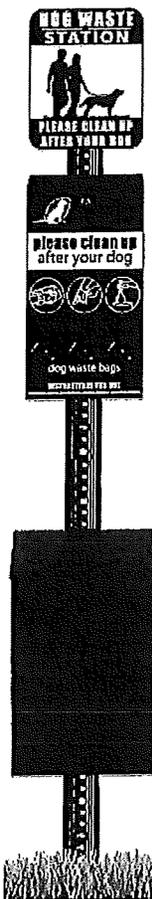
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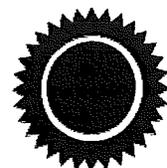


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Why Buy a Dog Waste Station?

Dog waste stations help keep parks, streets, apartments and multi-family properties and residential backyards clean by providing a spot for people to throw away dog waste. Dog waste stations ordinarily contain a waste can and a dispenser with plastic bags to be used to pick-up the waste. These convenient stations have several advantages for a community, from keeping innocent people from "stepping in it," to keeping people, open areas, and waterways safe from the health dangers of dog waste.

The stations keep dog waste from, at a minimum, ruining a nice walk or someone's busy day. Without dog waste stations, those walking their dogs might be tempted to not clean up after them, leaving an unattractive mess for everyone else, which leads to unhappy citizens and residents. Well placed stations also help stop a much more dangerous hazard. Improperly discarded dog waste can be more than annoying; it can also cause serious health and environmental problems.

The waste can carry viruses, bacteria and parasites harmful to humans and other animals. Dog waste left in parks, playing fields, playgrounds, and on the ground has the potential to spread those unhealthy bugs to people, especially the children who play there. Parasites such as roundworm, tapeworms, and a variety of bacteria and viruses that can cause flu-like systems, or worse, can be spread by pets, most often through their waste. And, you should never use dog waste being used as fertilizer. It is more likely to kill a lawn or garden than help it grow. A dog does not have the proper diet for its waste to be useful.

Instead, a dog's waste has the potential to wash into storm drains, then into lakes and streams. It harms fish and aquatic wildlife by depleting oxygen in the water and potentially releasing ammonia. It

WASTE & RECYCLING

Pilot Rock Pet Waste Collection Station

The complete Pilot Rock Pet Waste Station Model PWS-D006 includes:

Steel post, sign and sign bracket, aluminum bag dispenser, aluminum waste can, 50 waste can liner bags, 600 waste collection bags, all assembly hardware and instructions. Complete station installed is 72 in. tall, 14 in. wide.

Reorder Bags

You will want to keep both bags on hand for quick refills.

Pet Waste Roll Bags:

Fits any dispenser. 100% biodegradable. Size: 8" wide, 13" long. 200 bags per boxed roll, 10 boxes per case. Case weight = 14 lbs.

Order Case #PWS-D001

Waste Can Liner Bags:

100% biodegradable, 1.55 mil. Size: 27.5" wide, 29" long, black, 50 bags per box, 4 boxes per case. Case weight = 19 lbs. Order Case #PWS-D002



PWS-D006	Complete Pet Waste Station
PWS-D003	Pet Waste Roll Bag Dispenser Only
PWS-D001	Pet Waste Bags on a Roll Case: 10 Boxes, 200 bags per box
PWS-D002	Waste Can Liner Bags Case: 4 boxes, 50 bags per box
PWS-D004	Waste Can Only
PWS-D008	Sign (Replacement)
PWS-D022	Complete Pet Waste Station - Bags On A Card
PWS-D019	Bags On A Card Dispenser only
PWS-D020	Bags On A Card Refill, 1 case = 600 bags

Sign: #PWS-D008

10 in. wide, 12 in. tall, aluminum, white/forest green powder coat finish.

Bag Dispenser:

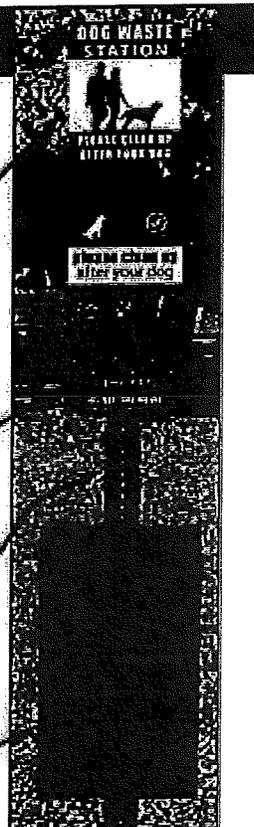
#PWS-D003 No rust aluminum fabrication with forest green powder coat finish, screen printed signage, lockable, three dispensing openings to hold three 200 count boxes of bags, plus room to store two extra boxes of bags, 1000 bag total capacity.

Steel Post:

Two-section solid steel, 1 in. standard hole spacing, forest green finish, 84 in. assembled length, tapered end for easy installation.

Waste Can:

#PWS-D004 No rust aluminum fabrication with forest green powder coat finish, self closing lid, 11 gallon capacity, built in clamps hold liners in place.



DogIPot — Economical Pet Waste Collection System

The DogIPot light weight, polyethylene pet waste removal stations are built to commercial quality standards for use everywhere dogs and their owners go.

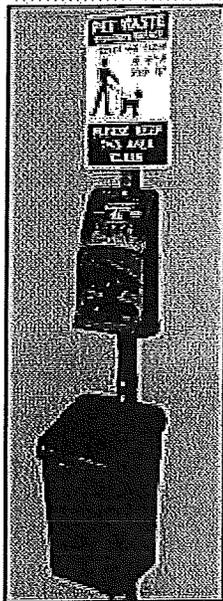
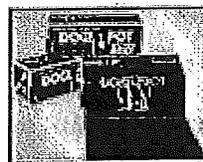
The complete DogIPot Pet Waste Station includes:

- Junior Bag Dispenser (400 liter bag storage capacity). Forest green color.
- Two rolls (200 bags each) of opaque green Oxo-Biodegradable litter pick up bags.
- Trash Receptacle with Lid, 10 gallon size. Forest green color.
- One box (50 count) heavy duty liner bags.
- Signage: 18" x 12" aluminum Pet Waste sign, plus instruction signage.
- Fiberglass 4' to 8' telescoping mounting post. Assembly and mounting instructions.
- Order the Complete Pet Waste Station, Model PWS-DOG11010.

- For areas where you have your own trash receptacles you can install just the litter bag dispenser. Pet owners can take a bag, use it as they exercise their pet, and dispose of it in the nearest trash receptacle.
- Order the DogIPot Junior Bag Dispenser only, Model PWS-DOG11007-2 (includes two rolls of 200 bags each).

Order bag refills:

- Model PWS-DOG11402-10 Litter Pick Up Bags, 8" x 13" long, opaque green, oxo-biodegradable. 200 bags per box. Minimum order one case of ten boxes (2000 bags).
- Model PWS-DOG11404 Receptacle Liner Bags, 10 gal., opaque black, draw tops close, box of 50 bags.



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PILOT ROCK PET WASTE COLLECTION STATION (Catalog Page 72)			
Model No.	Size/Description	Wt. (lbs.)	Price
PWS-D006	Complete Pet Waste Station - Bags On A Roll: Pet Waste Roll Bag Dispenser (Model PWS-D003; 11 gal. capacity, Forest Green powder coated aluminum Waste Can with self closing lid (Model PWS-D004); 10" x 12" Sign (Model PWS-D008) and sign bracket; 84" long, 2-section, Forest Green solid steel Post; 600 waste collection bags; 50 waste can liner bags; all assembly hardware and instructions	42	\$272.00
PWS-D003	Pet Waste Roll Bag Dispenser only: 10" wide x 18" long x 3-1/2" deep, Forest Green powder coated aluminum fabrication, lockable; (3) dispensing openings to hold (3) 200 count boxes of waste collection bags; stores (2) extra boxes - 1000 total bag capacity	5	\$77.00
PWS-D001	Pet Waste Bags on a Roll Case: 8" wide x 13" long 100% biodegradable bags, 200 bags per box - 10 boxes per case	14	\$75.00
PWS-D004	Waste Can only: 11 gal. capacity, Forest Green powder coated aluminum with self closing lid	10	\$98.00
PWS-D002	Waste Can Liner Bags Case: 27.5" wide x 29" long 100% biodegradable bags, 50 bags per box - 4 boxes per case	19	\$77.00
PWS-D008	Sign (replacement): 10" wide x 12" tall, White/Forest Green powder coated aluminum	2	\$20.00
OPTIONAL PET WASTE STATION			
PWS-D022	Complete Pet Waste Station - Bags On A Card: Bags On A Card Dispenser (Model PWS-D019); 11 gal. capacity, Forest Green powder coated aluminum Waste Can with self closing lid; 10" x 12" Sign (Model PWS-D008) and sign bracket; 84" long, 2-section, Forest Green solid steel Post; 600 waste collection bags; 50 waste can liner bags; all assembly hardware and instructions	42	\$272.00
PWS-D019	Bags On A Card Dispenser only: Forest Green powder coated aluminum, lockable, 600 bag storage capacity	5	\$98.00
PWS-D020	Bags On A Card Refill Case: 9-1/2" wide x 15" long bags, 800 Bags per case	15	\$59.00

DOGIPOT -ECONOMICAL PET WASTE COLLECTION SYSTEM (Catalog Page 72)			
Model No.	Size/Description	Wt. (lbs.)	Price
PWS-DOG11010	Complete DogiPot Pet Waste Station: Commercial quality polyethylene Junior Bag Dispenser - 400 Bag capacity (Model PWS-DOG11007-2) and Trash Receptacle with lid (10 gal. capacity) - Forest Green color; fiberglass telescoping Post (4 to 8), 18" x 12" aluminum Sign; (2) Rolls of 200 ea. Oxo-Biodegradable Litter Pick Up Bags, (1) Box of 50 Receptacle Liner Bags, fasteners and instructions	28	\$298.00
PWS-DOG11007-2	DogiPot Junior Bag Dispenser only: - Forest Green color, includes (2) Rolls of 200 ea. Litter Pick Up Bags	5	\$95.00
PWS-DOG11402-10	Litter Pick Up Bags: 8" wide x 13" long, Oxo-Biodegradable, opaque green, 200 bags per box - Minimum Order: (1) case of (10) boxes (2000 Bags)	12	\$99.00
PWS-DOG11404	Receptacle Liner Bags: 10 gal., opaque black, draw tape close, (1) Box of 50 Bags	5	\$22.00

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 www.funplaygrounds.com





BE

Date: June 16, 2015
To: Mayor and City Council
From: Sandra Thone, City Administrator
Re: Night to Unite Event 2015

BACKGROUND

Night to Unite is a statewide event that builds and fosters community bonds between citizens, businesses, and public safety organizations, such as the Washington County Sheriff's Office. This annual celebration occurs on the first Tuesday in August and gathers neighborhoods and public safety personnel together for an evening to promote safe communities.

Night to Unite goals are to heighten crime and drug prevention awareness, generate support and participation in crime prevention and community policing programs, strengthen neighborhood spirits and public safety-community partnerships and let criminals know that you are committed to keeping your neighborhood safe.

Neighborhoods and communities across the state celebrate with a variety of events and activities, including block parties and cookouts, with visits from sheriff's offices, fire departments, and elected officials. Night to Unite has proven to be an effective, inexpensive, and enjoyable opportunity to promote neighborhood spirit and police-community partnerships in pursuit of safer communities. Community benefits often extend beyond this single evening event as neighbors get to know each other and public safety agencies that serve them.

On Tuesday, August 5, 2014 Lakeland and Lakeland Shores communities partnered with Washington County Sheriff's Department and other community organizations and held a community Night to Unite event at Afton-Lakeland School. The event was well attended and proved to be a great success for the inaugural season.

DISCUSSION

The Night to Unite committee will hold a public meeting on June 23, 2015 in efforts to recruit interested residents and business owners to become involved in the planning of the annual event and provide additional information on this year's event. In addition, the group will plan and implement the ideas for this year's event which will take place on Tuesday, August 4, 2015. The city has registered the event with Washington County and will once again partner with them to provide a fun, safe and worthwhile community event for Lakeland and Lakeland Shores. The Night to Unite Committee is requesting council to consider \$100 for the purchase of event materials and supplies.

RECOMMENDATION

Staff recommends the City Council approve \$100 to be put towards Night to Unite expenditures. Motion, Second, Simple Majority required.