



City Council Workshop 5:00 p.m.  
Regular City Council Meeting 6:00 p.m.  
Tuesday, July 19, 2016  
Lakeland City Hall

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REGULAR CITY COUNCIL MEETING AGENDA  
WORKSHOP: PLANIT AND COMP PLAN – RYAN GARCIA  
METROPOLITAN COUNCIL

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 June 21, 2016 City Council Meeting Minutes
  - B. Night to Unite Local Business Request for Participation
  - C. Monthly List of Claims
  - D. City Treasurer's Report
5. AGENCY REPORTS
  - A. Law Enforcement Report
  - B. Fire Department Report
  - C. Government Affairs Report
  - D. Animal Control Report
  - E. Building Permit Report
6. OPEN FORUM (Public comments, presentations and petitions)
  - A. Youth Service Bureau
  - B. Washington County Library Presentation – Diane Estreen, Lakeland Library Manager and Keith Ryskoski, Washington County Library Director
7. CITY BUSINESS
  - A. Resolution 2016-12 No Parking Regulations Saturday, Sunday and Holidays
  - B. Preliminary 2017 Budget
  - C. Property Tax Relief Discussion
  - D. City Hall Referendum Discussion
  - E. Discussion of 2018 Streets Project and Community Meeting Follow-Up
  - F. Street Light: 8<sup>th</sup> Street North and Quality Avenue
  - G. EAPC Design Development Deliverables and Special City Council Meeting Request
8. CITY STAFF REPORTS
9. CITY COUNCIL AND MAYOR REPORTS
10. ADJOURN

### CITY COUNCIL MEETING MINUTES / JUNE 21, 2016

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#### OFFICIAL RECORDED MINUTES OF LAKELAND CITY COUNCIL MEETING TUESDAY, JUNE 21, 2016

##### WORKSHOP – Council Relations

Dan Greensweig, Assistant Administrator to the Trust, League of Minnesota Cities  
5:02 p.m. to 5:55 p.m.

##### REGULAR CITY COUNCIL MEETING

CITY COUNCIL PRESENT: Mayor Amy Williams, Council Member Jeri Ryan, Council Member Richard Glasgow, Council Member Joe Paiement, Council Member Evan Loenser

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

OTHERS PRESENT: Rod Burt, Jim Stanton, Jim Kleve, John Dresler, Joe Jacobs, Steve Hardy, Jerry Burke, Pat Burke, Chuck Simpson, Connie Simpson, Libby Nelson, Roger Nelson, Scott Qualle, Chris White, Robert Behrman, Steve Hirte, Laurie Hirte, Mark Sanderson, Al Peterson

1. CALL TO ORDER by Mayor Williams at 6:02 p.m.

2. PLEDGE OF ALLEGIENCE was recited.

3. ADOPT AGENDA:

**Motion by Council Member Glasgow / Second by Council Member Ryan; (5-0) Motion passed unanimously.**

4. CONSENT AGENDA:

Council Member Glasgow asked that Consent Agenda Item D be pulled. Mayor Williams made clarification to Consent Agenda Item E [Don James is Lakeland's representative on Fire District Board] and F [include election judge Rachel Hartwig]. **Motion was made by Council Member Ryan, seconded by Council Member Glasgow to approve. Consent Agenda Items A-C and E-H; (5-0) Motion passed.**

**A. Approval of May 17, 2016 City Council Meeting Minutes**

**B. Approval of May 31, 2016 City Council Workshop**

**C. Accept Deputy Clerk Resignation**

**E. Resolution 2016-10 Lower St. Croix Fire Protection District Representative Appointment**

**F. Resolution 2016-11 Appointing 2016 Election Judges for the Primary and General Election**

**G. Monthly List of Claims**

**H. City Treasurer's Report**

Consent Agenda Item D. City Administrator/Clerk Thone explained redefined job responsibilities of open Deputy Clerk/Accounting Clerk position increasing hours of position to 40 hours/week with benefits due to service level increases provided by City Hall and additional responsibility of utility accounting for Water Department; position within budget of City Administrative Staff with a portion budgeted to Water Department. **Motion made by Council Member Ryan, seconded by Council Member Glasgow to approve Consent Agenda Item E; (5-0) Motion passed.**

**D. Deputy Clerk/Accounting Clerk Position Posting**

# LAKELAND CITY COUNCIL MEETING MINUTES 2016

Time Stamp 11:57:00

## 5. AGENCY REPORTS

### A. LAW ENFORCEMENT REPORT

Deputy Laura Jackson introduced herself as new law enforcement for Washington County since February; is also area representative for Community Involvement Committee that has begun meeting to discuss community issues and public safety; total of 102 ICRs which included 24 watercraft.

### B. FIRE DEPARTMENT REPORT/LSCVFD PROTECTION DISTRICT 2017 BUDGET

Council Member Glasgow reported 31 calls in May – 7 in Lakeland, 4 EMS, 1 EMS water, and 2 power lines. Jim Stanley, LSCVF Deputy Chief, thanked everyone for their support of the new fire truck and sign in front of the station; CPR classes are being offered with more information on website. Fire District Chairman Jim Stanton reviewed 2017 budget for Lakeland; highlighted 2 levy issues – service and debt on building; refinanced debt on bond with HRA saving \$80,000 over the next eight years-Lakeland's savings \$27,289; new interest rate 1.42%; upgraded station building replacement insurance from \$2.3M to \$4M; full time position of EMT will be upgraded to full time fire chief position due to retirement in 2017; accountant will also retire in 2017 resulting in increase of overhead

### C. GOVERNMENT AFFAIRS REPORT

Mayor Williams reported grants available from Met Council for Comp Plan; 100% grants also available for handicapped accessible City Hall facility; participating again with Hamline students working toward their Masters in Public Administration.

### D. ANIMAL CONTROL REPORT

There were 3 lost dogs and 1 lost cat; puggle taken to animal control 5/21/16.

### E. BUILDING PERMIT REPORT

Scott Qualle, President and Designated Building Official of MNSPECT, Inc. was introduced and open building permits presented; MNSPECT will be sending out postcards to follow-up on open building permits inactive for 180 days.

## 6. OPEN FORUM (Public comments, presentations, and petitions)

*[see video recording of meeting on the Lakeland website for individual comments]*

Rod Burt, 16139 2<sup>nd</sup> Street North

Jim Stanton, 16549 10<sup>th</sup> Street Ct. S; read letter from John Larson, 16630 7<sup>th</sup> St. N.

Jim Kleve, 16416 5<sup>th</sup> Street Ct. N.

Bob Behrman, 200 Quamwell Ave.

John Dresler, 623 Quinlan Avenue N.

Joe Jacobs, 600 Quinnell

Roger Nelson, 16650 Upper 5<sup>th</sup> St. N.

Steve Hirte, 497 Quinmore

Jerry Burke, 440 Queenan

## 7. PUBLIC HEARING

- A. Public Hearing on Ordinance 7555 amending Chapter 150, 155, and 159 pertaining to Building Code Regulations. Scott Qualle, MNSPECT, introduced application. No public comments; no written comments

## LAKELAND CITY COUNCIL MEETING MINUTES 2016

Opened: 7:30 p.m. – Closed: 7:41 p.m.

### 8. CITY BUSINESS

#### A. Ordinance 7555 Amending City Code Chapters 150, 155, and 159 Pertaining to Building Code

**Motion made by Council Member Ryan, seconded by Council Member Glasgow, to approve Ordinance 7555 Amending Lakeland City Code Chapters 150, 155, and 159 Pertaining to Building Code Regulations; (5-0) Ordinance 7555 Amending Lakeland City Code Chapters 150, 155, and 159 pertaining to Building Code Regulations adopted.** Time stamp 1:34:52

**Motion by Council Member Glasgow, seconded by Council Member Ryan, to approve the Summary Publication of Ordinance 7555 Amending City Code Chapter 150, 155, and 159 Pertaining to Building Code; (5-0). Motion passed unanimously.** Time Stamp 1:35:13

#### B. Final Pay Application for 2013 Streets Project – Harddrives

*[Motion was passed earlier to approve 2013 Street Project]*

Public Works Director Kline stated item is housekeeping from 2013 and represents final payment.

#### C. Resolution 2016-12 No Parking Regulations Friday through Sunday 7<sup>th</sup> Street North

Mayor Williams provided supplementary written correspondence from the Mau's/Beanies, Washington County Sheriff's Commander Jerry Cusick and Jim Stanley LSCVF. **Motion by Council Member Glasgow, seconded by Council Member Ryan, to table Resolution 2016-12 for July CC**

Time Stamp 1:53:41

#### D. Night to Unite Discussion

**Motion made by Council Member Glasgow, seconded by Council Member Ryan, to approve the expenditure of \$500 from Cable funds for the Night to Unite planned for Lakeland/Lakeland Shores on Tuesday, August 2, at the Afton- Lakeland Elementary Parking Lot; (5-0). Motioned passed unanimously.** Donations will be sought; draft letter to businesses in both cities; promotional banner with business names; utilize signs at Fire Station and Lakeland Plaza.

Time Stamp 2:12:28

### 9. CITY STAFF REPORTS

#### **City Attorney Katie Jarvi**

Noted this is her first official meeting, otherwise all general City business; was contacted by Council Member Glasgow on legality the City would have using water site for new city hall and wanted official direction to verify any resolution or covenants on the land.

#### **City Clerk/Administrator Sandie Thone**

Reported certificates of compliance projects ongoing; EAPC confirmed city hall plan at 2,400 sq. ft.; survey and geotechnical surveys received; contractor will be mobilizing in near future finish of building inside and out.

## LAKELAND CITY COUNCIL MEETING MINUTES 2016

### **Public Works Director Matt Kline**

CSAH 18 medians done; accepted bid for mulch; completed beach work begun by STS [Sentence to Serve]; open house on June 29 from 4-7 on Quality Avenue project; work to be done by SEH.

### **City Treasurer/Tom Niedzwiecki**

Working on 2017 budget & levy; will have preliminary draft for next month and asked if it could be placed on agenda; advising reduction of \$40M debt service on new city hall to 2018 Streets.

## 9. CITY COUNCIL AND MAYOR REPORTS

### **Council Member Evan Loenser**

No report.

### **Council Member Jeri Ryan**

Had neighborhood meeting where Angie Hong, Washington County Water Resource Education Specialist explained rain gardens and how to maintain; exploring additional opportunities for watershed districts.

### **Council Member Richard Glasgow**

Cable Commission contract extended at \$5,400/quarter until end of year; attended WMO meeting with Council Member Paiement; study of city variances done – West Lakeland had 5, Lakeland 90; read into the record several letters/emails received regarding new city hall; property tax relief will be placed on July agenda.

### **Council Member Joe Paiement**

Followed up on comments made during Open Forum; concerned residents feel council members not listening.

### **Mayor Amy Williams**

Mayor Williams was extremely impressed with feedback of residents both for and against the city hall plans; she proposed holding an Open House Community Meeting and will consider reevaluating project and discuss binding referendum at the July CC; wants consensus going forward; thanked Public Works Director Kline for trimming walkway north of I-94; attended League of Minnesota Cities conference with information about blight [video on Coon Rapids available on League website]; no Gateway meeting this month.

## 10. ADJOURN

**Motion made by Council Member Glasgow, seconded by Council Member Ryan, to adjourn Meeting; (5-0) Meeting adjourned at 9:10 p.m.**

**Time Stamp 3:10:52**

Respectfully submitted by Kate Piscitello

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Amy Williams, Mayor

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Sandy Thone, City Administrator/Clerk

# AGENDA ITEM 4B



The cities of Lakeland and Lakeland Shores will be hosting the 4<sup>th</sup> annual "Night to Unite," a summer evening dedicated to celebrating and strengthening the commitment to a safe community on Tuesday, August 2, 2016 at the Afton-Lakeland school parking lot from 5:30-8:30 p.m.

For residents of these two communities, this is an opportunity to gather with neighbors and friends, get to know one another, catch up on things, play some games with kids, enjoy a few hot-off-the-grill favorites, and build a sense of community.

We invite your help to support a stronger community, support the neighborhood volunteers, and promote your business and products by participating. If you would be willing to donate any items for the event, it would be great! Suggested donations are food, beverages, paper products, door prizes, etc.

The names of all the businesses who donate will be posted at the event. Any donation will be greatly appreciated!

Please drop off any donations to the Lakeland City offices at 1190 St. Croix Trail South, Lakeland, or call or email Sandie Thone at 651.436.4430 (office), 612.417.0733 (cell), [sthone@ci.lakeland.mn.us](mailto:sthone@ci.lakeland.mn.us) (email) before Thursday, July 28, 2016.

Thank you, in advance, for your support of this important community event!

Kindly,

Sandie Thone  
City Administrator/Clerk  
City of Lakeland, Minnesota

# AGENDA ITEM

## 5A

CJBWPFR\$

PRT CONTRACT ICR REPORT

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7/01/16 5:16:54

Washington County Sheriff's Office  
CONTRACT ICR's  
Contract Report for LAKELAND  
For the Period 6/01/16 To 6/30/16

Date	Time	ICR #	ID#	Street Name	Complaint
6/01/16	5:03:11	116019394	1208	I94	SEMI IN MEDIAN
6/01/16	23:42:35	116019537	0142	8TH ST	MEDICAL LEVEL 3
6/02/16	18:17:20	116019663		COTTAGE DR AV	WARRANT / O / CR161642
6/03/16	6:44:16	116019707	0089	5TH ST	POSSIBLE ORDINANCE VIOLATION
6/03/16	7:02:32	116019709	0094	5TH ST	NOISE COMPLAINT **RSTK - M M
6/03/16	11:08:57	116019743	0085	SAINT CROIX TR	CHECK WELFARE/POSS MEDICAL SIT
6/03/16	15:41:46	116019799	0176	5TH ST	NOISE COMPLAINT
6/04/16	16:25:56	116019904	0076	I94	AOA STATE
6/05/16	13:39:28	116019976	0130	QUIXOTE AV	TREE FELL ONTO POWERLINE
6/05/16	15:06:31	116019984	1253	ST CROIX RIVER	WATERCRAFT VIOLATION
6/05/16	20:07:41	116020037	0147	SAINT CROIX TR	INTOXICATED DRIVER
6/05/16	20:07:41	116501397		SAINT CROIX TR	INTOXICATED DRIVER
6/06/16	4:09:57	116020064	1209	SAINT CROIX TR	ASSIST
6/07/16	9:14:20	116020229	0094	SAINT CROIX TR	PUBLIC ASSIST
6/07/16	15:43:20	116020306	0068	SAINT CROIX TR	LOST WALLET
6/07/16	19:18:19	116020332	0078	ST CROIX RIVER	BOATING COMPLAINT
6/07/16	19:24:10	116020335	0176	8TH ST	PARKING COMPLAINT
6/07/16	20:37:02	116020344	0176	7TH ST	STALKING REPORT
6/08/16	11:23:54	116020395	0130	7TH ST	MEDICLE LEVEL 1
6/08/16	11:35:03	116020397	0160	SAINT CROIX TR	TRAFFIC - OPEN BOTTLE
6/08/16	13:15:58	116020418	0160	1ST ST	EXTRA PATROL REQUEST
6/08/16	13:51:29	116020424	0096	QUENTIN AV	UNWANTED PARTIES * RESTACK*PAR
6/09/16	1:37:52	116020497	0157	2ND ST	MEDICAL LVL 1
6/09/16	10:38:55	116020543	0160	QUENTIN AV	MEDICAL LEVEL 3 **ASSIGN/CLR O
6/09/16	11:31:11	116020558	0151	SAINT CROIX TR	LEVEL 2 INSPECTION/FAIL TO SIG
6/09/16	14:35:27	116020581		QUANT AV	RECEIPT# 160002930
6/10/16	12:20:57	116020714	0068	QUALITY CT	FRAUD REPORT
6/10/16	14:25:57	116020742	0160	5TH ST	INFORMATION
6/10/16	22:13:41	116020800	1255	ST CROIX RIVER	WATERCRAFT VIOLATION (X2) NO W
6/11/16	8:13:18	116020832	0176	QUENTIN AV	MEDICAL **LEVEL 3**
6/11/16	9:13:46	116020836	0081	I94	INJURED DEER
6/11/16	9:22:24	116020837	0081	I94	INJURED DEER
6/11/16	14:19:07	116020864	0176	7TH ST	ANIMAL CONCERN
6/11/16	17:52:17	116020889	0093	SAINT CROIX RIV	BOATING COMPLAINT
6/11/16	18:17:54	116020893	1255	ST CROIX RIVER	WATERCRAFT VIOLATION (X2) NO W
6/11/16	18:18:20	116020894	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/11/16	23:34:06	116020941	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/11/16	23:36:46	116020942	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/11/16	23:42:48	116020945	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/12/16	8:59:28	116020986	0088	QUALITY AV	VEHICLE IN THE DITCH *RSTK
6/12/16	11:29:59	116021000	0130	SAINT CROIX TR	VEH VS SIGNS **RESTACK DRIVER
6/12/16	17:49:35	116021045	1252	ST CROIX RIVER	WATERCRAFT VIOLATION X2
6/12/16	18:08:03	116021051	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/13/16	10:41:05	116021120		7TH ST	RECEIPT# 160002959
6/13/16	11:20:46	116021123		QUALITY AV	RECEIPT# 160002960
6/13/16	11:45:34	116021127	0130	LAKELAND	PUBLIC ASSIST *RSTKD FOR
6/13/16	18:24:59	116021180	0174	8TH ST	PARKING COMPLAINT
6/13/16	18:48:53	116021183	0174	QUINNELL AV	PUBLIC ASSIST/CIVIL
6/15/16	22:05:46	116021426	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/16/16	4:21:23	116021438	0157	QUALITY AV	LOUD MUFFLER/EQUIP REPAIR ORDE
6/16/16	4:32:37	116021439	0080	I94	DRIVING COMPLAINT
6/16/16	10:48:36	116021479	0160	QUINNELL AV	SUSP ACTIVITY

PRT CONTRACT ICR REPORT

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CJBWPR\$  
 Washington County Sheriff's Office  
 CONTRACT ICR's  
 Contract Report for LAKELAND  
 For the Period 6/01/16 To 6/30/16

Date	Time	ICR #	ID#	Street Name	Complaint
6/16/16	14:12:40	116021523	0151	I94	LEVEL 1 INSPECTION/BYPASS WEIG
6/16/16	14:58:31	116021528	0096	QUIXOTE AV	MISSING DOG INFORMATION **
6/16/16	19:17:15	116021551	0151	I94	LEVEL 2 INSPECTION/OVER TANDEM
6/16/16	22:21:17	116021573	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - WAKE VI
6/16/16	22:21:55	116021574	1255	ST CROIX RIVER	WATERCRAFT VIOLATION (X2) NO W
6/16/16	22:22:23	116021575	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/17/16	8:43:00	116021608	0160	I94	DEBRIS ON INTERSTATE XF
6/17/16	18:24:41	116021706	0176	SAINT CROIX TR	ALARM
6/17/16	19:41:59	116021716	1270	ST CROIX RIVER	WATERCRAFT VIOLATION
6/17/16	22:05:57	116021728	1255	ST CROIX RIVER	WATERCRAFT VIOLATION (X2) BOW
6/18/16	12:54:03	116021779	0068	SAINT CROIX TR	VEH LOCKOUT
6/18/16	19:03:31	116021821	0176	RIVERCREST RD	VACATION CHECKS
6/18/16	22:24:19	116021842	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - GUNWALE
6/18/16	22:24:48	116021843	1255	ST CROIX RIVER	WATERCRAFT VIOLATION (X2) TRAN
6/19/16	10:46:15	116021886	0063	I94	ROAD HAZARD
6/19/16	14:49:04	116021910	1272	ST CROIX RIVER	WATERCRAFT VIOLATION
6/19/16	16:03:42	116021921	1253	ST CROIX RIVER	WATERCRAFT VIOLATION WARNING
6/19/16	17:27:58	116021933	1253	ST CROIX RIVER	WATER CRAFT VIOLATION WARNIN
6/19/16	17:28:28	116021934	1253	ST CROIX RIVER	WATER CRAFT VIOLATION WARNING
6/19/16	18:44:02	116021944	1253	ST CROIX RIVER	WATERCRAFT VIOLATION WARNING
6/19/16	19:49:31	116021953	0176	RIVERCREST RD	TRAFFIC
6/19/16	21:01:42	116021959	0176	I94	TRAFFIC:WARRANT ARREST
6/20/16	5:35:03	116021976	0072	QUEHL AV	VEHICLE LOCKOUT
6/20/16	16:48:21	116022066	0084	11TH ST	911 OPEN LINE
6/20/16	18:28:21	116022080	0084	SAINT CROIX TR	SUSPICIOUS VEHICLE
6/20/16	19:20:44	116022090	1257	ST CROIX RIVER	JET SKI COMPLAINT
6/21/16	6:36:29	116022138	1264	I94	ACCIDENT POSSIBLE INJURY
6/21/16	15:14:51	116022203	0100	RIVIERA AV	OFFICER INFORMATION
6/21/16	16:06:15	116022214		QINLAN AV	RECEIPT# 160003114
6/21/16	22:30:29	116022272	0174	QUINNELL AV	LAKELAND CITY COUNCIL MEETING
6/22/16	13:44:18	116022333	0130	QUEHL AV	ALARM
6/22/16	14:40:43	116022340	0081	HUDSON BRIDGE	DRIVING COMPLAINT
6/22/16	23:41:57	116022416	1280	QUAMWELL AV	MALICIOUS MISCHIEF
6/23/16	1:46:33	116022421	0080	QUAMWELL AV	MALICIOUS MISCHIEF
6/23/16	7:38:03	116022434	0160	SAINT CROIX TR	CAR VS DEER ACCIDENT
6/23/16	9:43:20	116022445	0149	ST CROIX RIVER	FOUND BOAT *RESTACK
6/23/16	18:45:05	116022503	0084	I94	DRIVING COMPLAINT
6/23/16	19:25:39	116022508		19TH ST	WARRANT / WCSO / CR153018
6/23/16	20:30:44	116022528	0176	5TH ST	ABANDONED VEHICLE
6/24/16	7:38:28	116022570	0096	7TH ST	NOISE/SPOT LIGHT COMPLAINT
6/24/16	13:20:39	116022611	0160	7TH ST	ALARM
6/24/16	17:10:13	116022657		3RD ST	WARRANT / CG / CR142976
6/24/16	21:23:58	116022718	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/24/16	21:24:50	116022719	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/24/16	21:25:15	116022720	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/24/16	21:25:46	116022721	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/25/16	19:23:46	116022846	1274	ST CROIX RIVER	INTOXICATED MALE
6/26/16	12:43:12	116022932	0160	8TH ST	HARASSMENT *RSTK 160 CALL* JU
6/26/16	14:17:25	116022942	0063	QUENTIN AV	PARKING COMPLAINT
6/26/16	16:35:22	116022964	1253	ST CROIX RIVER	WATERCRAFT VIOLATION WARNI
6/26/16	16:53:25	116022965	0176	RIVERCREST RD	TRAFFIC
6/26/16	17:03:31	116022967	1252	ST CROIX RIVER	WATERCRAFT VIOLATION - REG NOT

PRT CONTRACT ICR REPORT

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CJBWPR\$  
 Contract Report for LAKELAND  
 For the Period 6/01/16 To 6/30/16

Date	Time	ICR #	ID#	Street Name	Complaint
6/26/16	17:04:40	116022968	1252	ST CROIX RIVER	WATERCRAFT VIOLATION - TRANSOM
6/26/16	17:08:14	116022970	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
6/26/16	17:11:23	116022971	1252	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/26/16	17:14:10	116022973	1252	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/26/16	17:45:05	116022981	1253	ST CROIX RIVER	WATERCRAFT VIOLATION            WAR
6/26/16	19:33:24	116022994	1253	ST CROIX RIVER	WATERCRAFT VIOLATION            WARN
6/27/16	0:08:50	116023016	0089	QUINLAN AV	SUSPICIOUS ACTIVITY
6/27/16	8:29:05	116023037	0094	I94	MOTORIST ASSIST
6/28/16	8:27:50	116023172	0130	SAINT CROIX TR	VANDALISM REPORT/EXTRA PATROL
6/28/16	14:34:14	116023223	0130	RIVERCREST RD	TRAFFIC EXP REG NOV 15
6/28/16	15:37:04	116023237	0100	7TH ST LN	OFFICER INFORMATION
6/28/16	17:09:35	116023245	0084	I94	MOTORIST ASSIST
6/28/16	17:56:57	116023250	0174	I94	PROPERTY DAMAGE ACCIDENT
6/28/16	20:07:05	116023267	0084	3RD ST	MEDICAL - LEVEL 1   *3RD PARTY
6/28/16	21:42:22	116023278	0084	SAINT CROIX TR	DRIVING COMPLAINT
6/28/16	22:11:22	116023281	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NO WAKE
6/28/16	22:11:48	116023282	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - NAVIGAT
6/29/16	6:27:21	116023297	0092	RIVERCREST RD	ABANDONED VEHICLE
6/29/16	8:51:21	116023307	0100	QUINNELL AV	OFFICERS INFO
6/29/16	17:05:44	116023414	0174	SAINT CROIX TR	ACCIDENT REPORT
6/29/16	19:28:00	116023428	0076	6TH ST	DOMESTIC-VERBAL BETWEEN COMP &
6/29/16	21:55:34	116023446	1273	ST CROIX RIVER	WATERCRAFT VIOLATION
6/30/16	11:26:53	116023512	0130	QUEENAN AV	CHECK WELFARE
6/30/16	13:45:09	116023532	0151	7TH ST	ANNUAL BOAT INSPECTIONS (BEANI
6/30/16	18:05:17	116023566	0151	I94	LEVEL 3 INSPECTION/OVER TANDEM
6/30/16	18:28:22	116023568	1260	SAINT CROIX RIV	WATERCRAFT VIOLATION
6/30/16	20:34:44	116023581	1260	SAINT CROIX RIV	WATERCRAFT VIOLATION

Total ICRs Processed:     131

\*\* END OF REPORT \*\*

Washington County Sheriff's Office  
CITATIONS BY CITY REPORT

City Selected: LAKELAND

From Date: 6/01/2016 To: 6/30/2016

## LAKELAND

Offense Date	Offense Time	Location	Citation #
6/03/2016 Statute 169	0906 14 5D	MANNING AV / 10TH ST SPEED/WORK ZONE 61-45	CT8219089
6/08/2016 Statute 169A	1115 35 3	ST CROIX TR / 7TH ST OPEN BOTTLE	CT8221222
6/12/2016 Statute 169	0000 09 5	8TH ST / QUALITY AV FAIL TO NOTIFY-PROP ACC	CT8224497
6/13/2016 Statute	1845	8TH ST / CROCKER PARK NO PARKING/ILLEGAL TURN	W107745
6/13/2016 Statute	1845	8TH ST / CROCKER PARK NO PARKING/ILLEGAL U-TURN	W107746
6/16/2016 Statute	0420	QUALITY AV / UPPER 2ND EQUIP REPAIR - MUFFLER	W103250
6/18/2016 Statute 171	2050 24 2	ST CROIX TR / I94 DAR	CT8224372
6/19/2016 Statute 168	1946 09 4	1000 BLK RIVERCREST RD EXP REG (JAN'16)	CT8224374

Total for City: LAKELAND

8

\*\* END OF REPORT \*\*

# AGENDA ITEM

## 5C

### Lakeland Update – June, 2016

1. With Lakeland City Council approving a motion to continue the working relationship last October, I confirmed that Lakeland can continue to use Hamline Student Teams again this Summer. I met with Hamline MPA students on June 25<sup>th</sup> to present 5 additional projects for them to work on – City Hall – Handicapped Accessibility Grants and Energy Reduction Grants; 2 components of the Comp Plan – Housing and Economic development; Writing the Grant for the Metro Council Planning Grant for doing the Comp Plan; and the Cully Park Pavilion. It appears that 4 students will be working on projects this semester for presentation at the August CC Meeting.
2. At some point, it would be good to talk to Mary Devine about doing a story on these presentations, so that we can showcase this positive work to our residents.
3. As you know, I am working with the Architect on the possible use of the Sales Tax Exemption for this project. After a Conference Call with Mr. Abeln on Thursday, June 30<sup>th</sup>, it appears that the amount saved would not be worth pursuing due to the additional costs of redrafting the specs and paperwork for the Contractors.
4. Now that the City Council is working with EAPC to design the new City Hall, I will work with the Clerk Administrator and Architect on list of possible contractors to send the plans and specs to...there are 3 in particular that I will forward to the Architect when the time comes.
5. In answer to a question that came up at a recent City Council Meeting, the Washington County HRA administrates the Community Development Block Grant Program (CDBG) in the county. It is a competitive process with about \$317,000 available for projects. Applications for 2015 are closed, and now approved by the County Commissioners on 2/16, but it would be good to meet with the HRA to take a look at possible projects for 2017. I will facilitate that for the City later this Summer.
6. As I mentioned previous Updates, there are sections that the City can complete by simply updating the current Comp Plan – Aviation, Transit System, and Metro Highway System are 3 examples that will require minimal revisions. I started drafting those sections this month for future Council review.

- 7. Speaking of the 2020 Comp Plan, as you know, the City's Metro Council Sector Rep, Ryan Garcia, will be out on July 19 @ 5 PM to demonstrate PlanIt, which will help cities comply with the Comp Plan requirements. I've also invited the Hamline students to join us.**
- 8. As part of the Comp Plan process, all local Water Supply Plans are now to be submitted to the DNR only and on a standard template provided by the DNR. The DNR will then contact Metro Council for their comments on consistency with regional plans. The DNR will then approve the local Water Supply Plan, which will fulfil the requirements of the Comp Plan. Lakeland must submit their Water Supply Plan on the template by 12/31/16. Assuming approval, the city simply makes this part of the Comp Plan. I'll be working with Matt on the inclusion into the Comp Plan.**
- 9. The good news is that Metro Council did expand the criteria for Comprehensive Plan Grants to include Lakeland and other small cities. The Maximum Award is \$10,000...the application will be written by a Hamline student with my assistance and should be ready for approval at the August City Council meeting.**
- 10. The 2016 Legislative Session began on March 8<sup>th</sup> and the end of the Session was on May 23<sup>rd</sup>. There were 4 major bills this Session – a bonding bill, a transportation funding package, a supplement to the State's Biennial Budget, and an Omnibus Tax Bill...the only 1 that was approved was the Biennial Budget Supplement. As you know, NO Special Session has been called to deal with these bills and based on discussions with LMC IGR Staff, it doesn't appear one will be called anytime soon.**
- 11. The Tax Bill remains in limbo, which means 2 major effects on Lakeland's 2017 Budget: first, roads appropriations, which netted Lakeland valuable \$ last year for maintenance of City streets, but was only for 1 year, so needed approval for 2017...second, the same goes for including more funds for LGA. Both are key Legislative positions for Lakeland. Lakeland would've picked up an additional payment of LGA of \$5,836 for 2017 (there would've been 3 LGA payments this year – June, July, and September, which helps with cash flow). However, since the Governor did not sign the Tax Bill, the LGA increase will not happen unless there's a Special Session. Lakeland will get its original allocation of \$50,303 in 2017.**
- 12. The foreclosure data provided by the Washington County HRA thru May, 2016 shows that the news continues to be good – down 33 over the**

first 5 months of 2016 over 2015...and, only 1 in Lakeland – 203 Quehl Ave N.

13. The Washington County Board of Commissioners heard the Library's Strategic Plan and adopted it on February 16<sup>th</sup>. In reviewing it, as it pertains to Lakeland, the Goals include cultivating partnerships, improving library facilities, and making libraries a "tech hub". I think that the next step should be to invite the Library Board Chair to make a presentation to the Council on the Strategic Plan and how it might affect Lakeland. As requested by Council, I will work on setting up a meeting on the Strategic Library Plan.
14. One Bill that was passed by the State Legislature was to change the Washington County HRA into a Community Development Agency (CDA) with the powers of an HRA AND EDA (Economic Development Authority). The new law requires local approval by City Resolution if the development district or economic development project is within its boundaries. At its June 28<sup>th</sup> meeting, the County Board gave their local approval to the change. I believe Lakeland can expect a visit from the recently hired Economic Development Director in the near future. I can facilitate a meeting, if you like, since the city will likely need to coordinate its Comp Plan with the County's Economic Development strategies.
15. A reminder that the opportunity to "opt out" of a State Law that would allow Temporary Family Health Care Dwellings in cities must be completed by 9/1/16, or the City will need to comply with new law. The LMC has a sample "opt out" Ordinance on their website for use by the City. Most cities are choosing to "opt out" because of the complexity of the requirements for this type of temporary housing. The City Attorney can draft the "opt out" ordinance for the August City Council meeting, which would be the last Regular Meeting before the deadline. Let me know if you have questions.
16. Other news: the LMC Board approved a maximum increase in dues of 3% for the 2017 Fiscal Year that runs from 9/1/16 to 8/31/17; the Washington County Board approved Lakeland's Agreement for Assessing Services on 6/28; State revenue collections were \$169 million (7.3%) ahead of forecast for April – overall, they're running about 1% over forecast.
17. June, 2016 Work Plan – Focus on the 2020 Comp Plan Process, Assisting on the City Hall project, Organizing the "PlanIt" on the Comp Plan Presentation for the July CC Meeting, Setting Meetings on

**CDBG process and Library Strategic Plan; and Hamline Projects  
Coordination...and any other projects!**

June 2016  
 Lakeland Twp

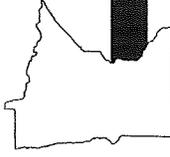
# AGENDA ITEM 5D

Date	Time	Caller	Location	Description of Animal	Collar/Tag	Dry Run	Overnight	Fee	Milage	Total
6/1/16		No Calls Out This Month								
		No Warning Letters Sent								
		Lost Reports 1Dog/1Cat	Found Reports 1Cat							
<b>Total</b>										

Date	Time	Caller	Location	Dry Run	Overnight	Fee

Lakeland Twp Office  
 JUN 3 0 2016  
 Received by:



**AGENDA ITEM**

**5E**

Permit #	Date Out	Name	Address	Res or Comm	Permit type	Other Description	Last Insp
LL15-01	9/17/15	Chris Wallberg	768 Quinell Avenue N	Residential	Accessory	Re-Roof	
LL15-03	9/13/15	Jean Sortedahl	261 Quehl Court N	Residential	Accessory	Re-Roof	
LL15-09	9/30/15	Al McDonough	100 Quality Avenue S	Residential	Accessory	Floating Slab	
LL15-14	10/29/15	Steve Zigan	301 Quentin Avenue N	Residential	Accessory	Re-Window	
LL15-16	10/21/15	Adam Peterson	397 Quinell Avenue N	Residential	Accessory	Re-Roof	
LL15-18	10/21/15	Adam Peterson	397 Quinell Avenue N	Residential	Accessory	Re-Window	
LL15-19	10/26/15	Janet Conroy/Champion Plumbing	1611 3rd Street N	Residential	Plumbing	Plumbing	
LL15-21	11/4/15	Brian Beedle	268 Quinmoore Avenue	Residential	Accessory	Re-Roof	
LL15-22	11/12/15	Jon Morris/Fireside Hearth & Home	901 Quentin Avenue S	Residential	Mechanical	Mechanical	11/17/15
LL15-26	12/17/15	John Dewall/One Hour	16028 5th Street S	Residential	Mechanical	Mechanical	
LL16-01	1/7/16	Lahcen Oubaha/Airc's Heating	16605 11th Avenue N	Residential	Mechanical	Mechanical	2/16/16
LL16-03	1/8/16	Corey Snider	16655 7th Street N	Residential	Plumbing	Plumbing	1/26/16
LL16-06	3/4/16	William Abrahamson/EOL Brown Plumb	16644 7th Street N	Residential	Plumbing	Plumbing	
LL16-15	4/25/16	Mark Statz	16610 11th Street N	Residential	Accessory	Re-Roof	
LL16-23	5/4/16	JTS Heating & Air	499 Quinlan Avenue S	Residential	Mechanical	Mechanical	7/6/16
LL16-26	5/24/16	John Orner/Image Builders	499 Quinlan Avenue S	Residential	Plumbing	Plumbing	6/1/16
LL16-27	5/24/16	Scott Lueders	16438 5th Street Court Nor	Residential	Accessory	Re-Roof	
LL16-28	6/2/16	Helen Cool/Owens Companies	16233 5th Street S	Residential	Mechanical	Mechanical	
LL16-29	6/2/16	Steve Lauber/Renewal By Anderson	620 Quality Avenue N	Residential	Accessory	Re-Window	
LL16-30		PENDING					
LL16-31	6/16/16	Scott Lueders	16438 5th Street Court Nor	Residential	Mechanical	Mechanical	
LL16-32		PENDING					
LL16-34	6/27/16	Jim Kleve/ABS of WI Inc.	16416 5th Street Court Nor	Residential	Accessory	Re-Window	
LL16-35	6/27/16	Mark Bluhm/All Residential	780 Quixote Avenue N	Residential	Mechanical	Mechanical	
LL16-37	6/28/16	Peter Selb	157 Quamwell Ave S	Residential	Accessory	Re-Side	
LL16-38	6/29/16	Deborah Nei/J&B Roofing	16160 7th Street N	Residential	Accessory	Re-Roof	
LL16-39		PENDING					
LL16-40	7/12/16	Roger Moe/Lindus Construction	421 Queenan Avenue S	Residential	Accessory	Re-Roof	

Permit #	Date Out	Name	Address		Res or Comm	Permit type	Other Description	Last Inspection
131504	10/7/2013	Randy Simmons	1775	Queens Ave S	Residential	building	garage	
141580	7/24/2014	Lindsey Pittman/Centraire	16161	6th St N	Residential	Mechanical	Mechanical	
141589	8/19/2014	Dan Nustvold/Rolling Plains Bldrs	1121	Quentin Ave S	Residential	building	screen porch	10/14/14
151685	5/14/2015	William Abrah/Renewal By Anderson	16644	7th St N	Residential	accessory	windows	
151694	6/8/2015	Roger Christenson/K Designers	690	Quixote Ave N	Residential	accessory	windows	
151696	6/16/2015	Bill Curtis/Titan Exterior	16539	10th St Ct S	Residential	accessory	reroof	
151698	6/18/2015	Vicki Belisle	312	Quinmore Ave N	Residential	building	addition	7/1/15
151705	7/1/2015	Melissa Magler	303	Quentin Ave N	Residential	accessory	fence	
151709	7/9/2015	Jake Lopac/Renewal By Adnerson	412	Quinmore Ave N	Residential	accessory	windows	
151710	7/9/2015	Donald Brunckhorst/Renwal by Anderson	16643	4th St N	Residential	accessory	windows	
151711	7/9/2015	Jerri Schneider/Bear Roofing	16585	11th St Ct N	Residential	accessory	reroof	
151715	7/30/2015	Afton/Lakeland School/Septic Solutions	475	St Croix Ave S	commercial	plumbing	plumbing	
151719	7/30/2015	Brian Talcott/TRS Builders	384	Queenan Ave S	Residential	accessory	reroof	
151722	8/3/2015	Joshua Clark	16131	3rd St N	Residential	building	remodel	11/25/15
151726	8/6/2015	Bob Andersen/Performance Pools	303	Quentin Ave N	Residential	building	pool	5/27/15
151729	8/10/2015	David Jacobsen/Hillside Lifts	16684	7th St S	Residential	building	tram	
151730	8/10/2015	Steve Zigan	301	Quentin Ave N	Residential	accessory	reroof	
151733	8/27/2015	Melissa Magler/Antonsen Construction	303	Quentin Ave N	Residential	building	garage	
151735	9/3/2015	Andy Tappan	16063	3rd St N	Residential	Accessory	Re-Roof	
15-02	10/21/2015	Keith Knefelkamp	180	Quality Ave S	Residential	building	remodel	
15-03	10/30/2015	Pete Smith/Jim Klem Co	464	Quinlan Ave S	Residential	building	new home	3/21/16
16-01	3/18/2016	Valley Baptist Church	860	St Croix Trail S	commercial	building	remodel	
16-02	3/18/2016	Valley Baptist Church/St Croix Plg	860	St Croix Trail S	commercial	plumbing	plumbing	6/15/16
16-03	3/29/2016	John Orner/Image Builders	499	Quinlan Ave S	Residential	Building	remodel	6/29/16
16-04	4/12/2016	Frank Wilson/Carter Custom Constr	16376	7th Street Ln S	Residential	Building	Deck	6/10/16
16-05	4/22/2016	Peter T Kemp	677	Quinlan Ave S	Residential	Building	Deck	
16-07	5/3/2016	Mike/Lori Carlson	97	Quality Ave N	Residential	Building	Garage - Detached	6/30/16
16-08	5/17/2016	Lindsay Pittman/Window World	16161	6th St N	Residential	Building	Egress Window	6/17/16
16-09	5/26/2016	Mark Bluhm/Enerjac Construction	780	Quixote Ave N	Residential	Building	Garage - Detached	6/15/16
16-10	5/31/2016	Gerald Tvedt	176	Quant Ave N	Residential	Building	Deck	
16-11	6/15/2016	Aaron Kroma	16520	4th Street N	Residential	building	deck remodel	
16-12	6/23/2016	Tami Fahey/Croix River Construction	1747	Rivercrest Rd N	Residential	building	detached garage	6/29/16
16-13	6/24/2016	Brian Vanbeek	568	Quinnell Ave N	Residential	building	remodel	
16-14	6/24/2016	Brian Vanbeek	568	Quinnell Ave N	Residential	mechanical	mechanical	
16-15	6/24/2016	Brian Vanbeek	568	Quinnell Ave N	Residential	plumbing	plumbing	
16-16		Washington Co Library/Perfection Heating	380	St. Croix Trail S				
16-17	7/13/2016	Scott and Melissa Lueders	16438	5th Ct N	Residential	building	kitchen addition	

# AGENDA ITEM 7A



TO: Mayor and City Council  
FROM: Sandie Thone, City Administrator/Clerk  
RE: Resolution 2016-12 Designating No Parking Regulations on 7<sup>th</sup> Street North east of Quinnell Avenue North  
DATE: July 19, 2016

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## BACKGROUND

After receiving complaints regarding parking, congestion and safety concerns on 7<sup>th</sup> Street North east of Quinnell Avenue North, staff brought a no-parking resolution for council consideration to the June 2016 city council meeting. City Code Chapter 71, Section 02 allows the City Council by resolution to designate streets, blocks or alleys, or portions thereof, as no parking zones. The resolution designating no parking on Friday, Saturday and Sunday was a concerted effort on behalf of streets, engineering, administration city staff and law enforcement to come up with a reasonable solution to the problem.

## DISCUSSION

At the June meeting council agreed to table the item to the July city council meeting for further research, review and discussion with the affected parties. In late June, the city administrator met with both the business owners and the resident to discuss a possible solution to the problem as it exists that both parties would be in favor of. The recommendation(s) below are a culmination of those efforts and discussions.

## RECOMMENDATION

Staff is requesting the City Council consider approval of one of the following options:

- 1) Resolution 2016-12 Designating No Parking regulations on the north side of 7<sup>th</sup> Street North east of Quinnell Avenue North effective Saturday, Sunday and Holidays. The city will extend an administrative parking permit to Beanies to park vehicles only (no trailers) at the city hall parking lot on Saturdays, Sundays and Holidays visually displaying the parking permit in all vehicles that utilize the parking option.
- 2) Resolution 2016-12 Designating No Parking regulations on the north side of 7<sup>th</sup> Street North east of Quinnell Avenue North effective Saturday, Sunday and Holidays. The city will extend an administrative parking permit to Beanies to park vehicles only (no trailers) at the city hall parking lot *and* along 8<sup>th</sup> street adjacent to Crocker Park on Saturdays, Sundays and Holidays visually displaying the parking permit in all vehicles that utilize the parking option(s).

Second and Majority vote required.

**CITY OF LAKELAND  
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION 2016-12**

**RESOLUTION DESIGNATING NO PARKING REGULATIONS  
ON 7<sup>th</sup> STREET NORTH EAST OF QUINNELL AVENUE NORTH**

WHEREAS, Pursuant to City Code Chapter 71 Section 02J the City Council may by resolution designate streets, blocks or alleys, or portions thereof, as no parking zones; and

WHEREAS, The City has received numerous safety complaints regarding vehicles and vehicles with boat trailers parked on 7<sup>th</sup> Street North east of Quinnell Avenue North blocking driveway access and impeding the ability for emergency vehicles to gain access to the road if an emergency situation should arise; and

WHEREAS, Parking and stopping of vehicles is hereby prohibited on 7<sup>th</sup> Street North east of Quinnell Avenue North effective Saturday, Sunday and Holidays of every week; and

WHEREAS, All designated no parking zones shall be appropriately marked at the direction of the city; and

WHEREAS, The Sheriff's Department and the City have the authority to enforce the provisions of code regarding no parking regulations set forth in the Lakeland City Code Chapter 10 Section 20: ENFORCEMENT and Section 99: GENERAL PENALTY.

NOW THEREFORE, BE IT RESOLVED, that the City of Lakeland City Council hereby establishes the following no parking regulations:

Prohibit parking or stopping of vehicles and/or boat trailers in the designated area defined as the north side of 7th Street North east of Quinnell Avenue North effective Saturday, Sunday and Holidays of every week.

BY ORDER OF THE LAKELAND CITY COUNCIL

ADOPTED AND EFFECTIVE THIS 19<sup>th</sup> DAY OF JULY 2016.

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Amy Williams, Mayor

---

Sandie Thone, City Administrator/Clerk

# AGENDA ITEM

## 7E



## 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](mailto:waterdept@ci.lakeland.mn.us)

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To: Lakeland City Council

From: Matt Kline |City of Lakeland| Director of Public Works

Date: July 19, 2016

Re: Community Meeting Overview – Proposed 2018 Streets Project

On June 29<sup>th</sup>, 2016, John Parotti and I hosted a community meeting to acquire feedback from the public regarding the reconstruction and drainage improvements associated with the proposed Quality Avenue Street project in 2018. Invitations were sent out to over 300 individual households in the area and the meeting was also advertised in the newsletter for anyone else who may have wanted to come. A total of 11 households were represented by 15 residents. This is a fairly good turnout based on other street project meetings we have had in the past but still a small percentage of all affected residents. A synopsis of the feedback received is as follows:

- 1 Homeowner was concerned about drainage from Quamwell Ave So to Cully Park, the owner wanted to make sure that the ditches were cut low enough to drain to Cully Park
- 2 Homeowners supported safety improvements for bikes and pedestrians; proposed options were widening the road, constructing a separate path, installing some type of traffic calming devices, and installing no parking signs on one side of the road
- 3 Homeowners did not support widening the road
- 2 Homeowners disagreed with the way that the water runoff was projected to flow through the neighborhood near Cully Park
- 2 Homeowners did not support a swale across their property or their neighbor's property. Concern over property devaluation, aesthetics, need, and the ability to split the lot were all reasons for the opposition. The homeowner of the parcel where the easement is proposed was possibly open to the idea of a buried storm sewer line under her property. (I've attached a letter from the resident where the proposed easement would occur.)

## Recommendations

1. The City should consider alternative methods of improving safety in regards to the Quality Avenue/3<sup>rd</sup> St So corridor i.e. no parking on one side of the road or other recommendations. Given the increased cost and minimal support, road widening is likely no longer an alternative.
2. John Parotti and I recommend completing a survey of the surrounding Cully Park area. This will allow SEH to determine if the use of storm sewer would be a via alternative to an open swale across the proposed easement. It will also allow for a cost estimate to be established determining the cost difference between an open swale and a storm sewer line. A cost estimate for this survey work will be brought to the August meeting if the council is willing to move in this direction. Any survey work done now will be used in conjunction with the 2018 project.
3. Meet directly with the homeowners where the easement is proposed after all of the survey work and cost estimates have been complete. Present information to them and propose possible outcomes.

Staff is asking for a simple consensus from council on the three recommendations above. No voting action is required with any of the recommendations at this point.

Attachments:

Letter from Homeowner

July 11, 2016

City of Lakeland  
Public Works Department  
1190 St Croix Trail S  
Lakeland, MN 55043

RE: Proposed 2018 Street Reconstruction Project

Dear City of Lakeland,

Thank you for offering the community meeting and discussing the Quality Ave and Third Street S Reconstruction Project June 25. I own the property (16375 First St S) shaded in black on the notification letters Project Location Map. The June 1, 2016 letter indicated "community meeting letters are being sent to residents who are also on side streets of this project area" yet I checked with the two neighbors directly across the street from me on each corner 100 and 113 Quehl Ave and they did not receive a letter and state they would have attended the meeting had they known.

I have several concerns and questions about the project and its impact to my property and well as surrounding properties. First could I ask why I was not contacted several years ago when this project first came to light since a large part of my property may be affected? I would think you would have wanted to get my feedback and thoughts back then before other portions of the project such as Quehl Ave were completed.

Per the letter part of this project is to make street improvements but I was told the main purpose of the project is to divert water flow to the ravine at the end of Quehl Ave when/if there would be another flooding like the one in 1988 that was used as an example at the meeting. It seems odd to me that the city would go to such lengths and cost to come up with a solution to something that happened 28 years ago and may/may not happen again. As you know our soil is very sandy so things drain very quickly. You would have to have the exact mix of conditions (extra deep frost, extremely thawing, etc) for flooding which in the almost 20 years I have owned the property has never happened.

At the meeting the City Engineer told me the plan was for the city to obtain an easement through my property to create a 30-40 foot swale north/south and put piping under the gravel road easement that runs through my property which allows the neighbors on my west side to get to their homes. To do that the engineer thought the swale would have to be about 4 feet deep at that end. Then a ditch would have to be dug on the other side of the gravel road (also my property), such as those running down Quehl Ave linking it all together. I am adamantly opposed to a swale running through my property. Was any research or cost projections done to install a buried drain pipe? This is not unmaintained land; it is mowed regularly, sprayed for weeds and fertilized.

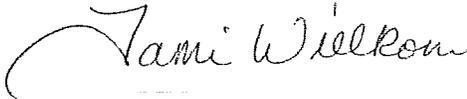
You can imagine the eye sore this would be for me as well as my neighbors! If you look at Quehl Ave you can see how ugly the ditches that were put in look in everyone's front yard and how poor the asphalt is that was already pock marked as soon as the pavement was laid down and is already cracking. What about water lying in the swale and ditches which may cause a smell, breeding grounds for bugs or a safety hazard for the children? The city engineer said that would not happen because this is only for the

possibility of flooding in the spring yet the letter said this is to "control some of the storm water runoff" – we get storms at any time of the year. My neighbors and I are concerned about problems that our neighborhood currently doesn't have which could be caused by diverting water to our properties. Nature intended that this water soak back into the earth, have any reconnaissance studies been done? Has an environmental impact test been completed? Factor of Safety considerations or soil surveys?

I have several reasons for opposing the plans for this project. Besides the blot on the landscape, having a swale and ditch on my property would lessen its value and curb appeal. My home as well as the neighbors to the west was purposely built on the east side of our property rather than directly in the middle. The reason for this that they were told by the city at the time of building that if/when city sewer came through if we chose we could split our property and have the option to sell the open parcel. That option would not be available to me if 1/3 – 1/2 of that parcel was a swale.

I invite the city council to tour Quehl Ave/First Street S as well as my yard so they can see the impact this project would create on my property.

Regards,

A handwritten signature in cursive script that reads "Tami Willkom". The signature is written in black ink and is positioned to the left of the typed name and phone number.

Tami Willkom  
Phone: 651-436-3460

# AGENDA ITEM

## 7F



## 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](mailto:waterdept@ci.lakeland.mn.us)

To: Lakeland City Council

From: Matt Kline |City of Lakeland| Director of Public Works

Date: July 19, 2016

Re: Proposed Street Light At 8<sup>th</sup> St No and Quality Ave No

### Background

During the June council meeting, a resident asked about the possibility of installing a street light at the intersection of Quality Ave No and 8<sup>th</sup> St No along the frontage road. The City Council indicated a desire to look into the cost of installing a light. After multiple contacts at MN DOT were exhausted, it was determined that all I needed to do was contact Xcel Energy who could pull a permit from MN DOT and install the light when time permitted. Xcel sent me the following installation costs for the light:

Installation Cost of a Wooden Pole with a 150W LED cobra fixture along with 2 spans of overhead wire to provide the electrical feed:

**\$523.00**

Monthly Standard Service Overhead Rate:

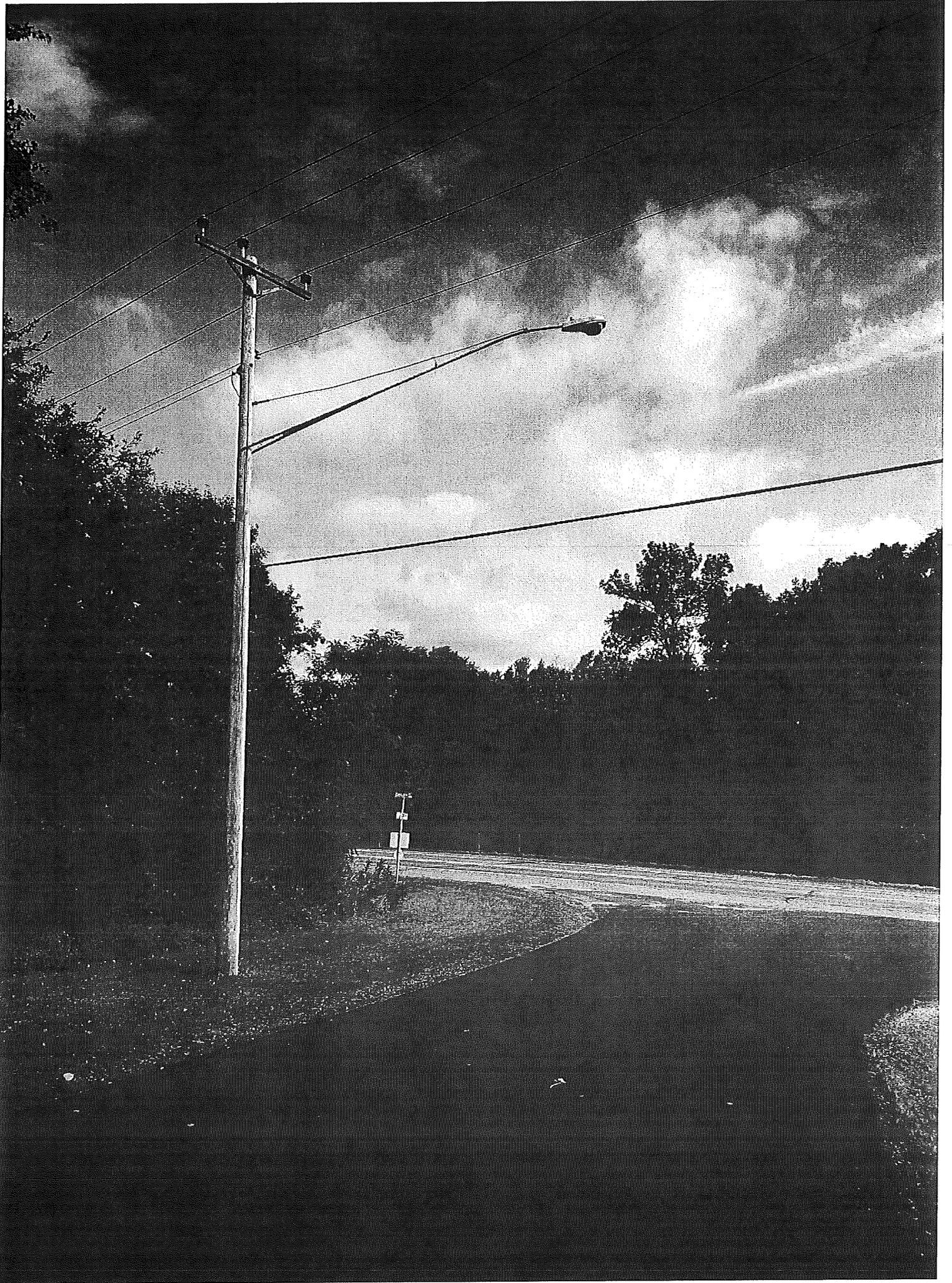
**\$13.36**

### **Discussion**

The wooden pole with the street light would be identical to the one located at the intersection of Queenan Ave No and 8<sup>th</sup> St No (Picture Attached). The installation cost seems quite reasonable and the pole and light match a majority of the other street lights installed in the city.

### **Recommendation**

City staff recommends to contract with Xcel Energy to install the light as described in the memo above. Simple majority vote required.



# AGENDA ITEM 7G



TO: Mayor and City Council

FROM: Sandie Thone, City Administrator/Clerk

RE: EAPC Design Development Deliverables and Special City Council Meeting Request

DATE: July 19, 2016

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## DISCUSSION

EAPC has completed the contracted deliverables for the Design Development phase of the contract for the design of New City Hall. At the Monday, June 11<sup>th</sup> building committee meeting EAPC presented an updated floor plan, building elevations and sections, material selections, and draft specifications for architectural, mechanical, electrical, and structural engineering. They carefully reviewed the estimate and the group acknowledged that they are operating right at the maximum project budget at this time.

EAPC is requesting formal approval of the DD deliverables presented at the most recent public meeting, as well as permission to proceed into the Construction Documents phase. EAPC is on schedule with the dates proposed in the initial interview, but will have to receive this approval in order to maintain that schedule.

EAPC is also requesting a special City Council meeting between the dates of August 2<sup>nd</sup> and 4<sup>th</sup>, 2016. At that meeting EAPC would like approval of the Construction Documents as presented and approval to publicly advertise the project for construction bidding. EAPC is proposing advertising for bids starting August 9<sup>th</sup>, 2016, with bids due on August 30<sup>th</sup>, 2016. The ad would run in Lakeland's legal paper on August 12<sup>th</sup>, 19<sup>th</sup>, and 26<sup>th</sup>. This would allow for review/qualification of the bids and approval of the low qualified bidder at September's City Council meeting (as well as time to adjust/react if revisions are needed), and still start by late September or October 1, 2016.

Dan Abeln, EAPC Project Manager, will be available at the city council meeting to present the item and answer any questions you may have regarding the project.

RECOMMENDATION

Staff is respectfully requesting the City Council Approve the Following:

- 1) Approval of the EAPC Design Development Deliverables presented at the most recent public meeting, as well as permission to proceed into the Construction Documents phase.
- 2) Approval to hold a special City Council meeting between the dates of August 2<sup>nd</sup> and 4<sup>th</sup>, 2016 for approval of the Construction Documents as presented and approval to publicly advertise the project for construction bidding.

Motion, Second and Majority vote required.