THE CITY OF LAKE ELMO

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

NOTICE OF MEETING
City Council Meeting
Tuesday, September 17, 2013 7:00 P.M.
City of Lake Elmo | 3800 Laverne Avenue North
AGENDA

A. Call to Order
B. Pledge of Allegiance
C. Roll Call
D. Order of Business
E. Approval of Agenda
F. Accept Minutes

1. Accept September 03, 2013 City Council Meeting Minutes

G. Public Comments/Inquiries
H. Consent Agenda

2. Approve Payment of Disbursements and Payroll
3. Accept Financial Report dated August 31, 2013
4. Accept Building Permit Report dated August 31, 2013
5. Ratification of the MNDNR Approval of City of Lake Elmo Ordinance No. 08-074 Amending Chapter 97 – Water Surface Use; ***Ordinance 08-074, Resolution 2013-75***
6. Keats MSA Street and Trunk Watermain Improvements – Pay Request No. 4.
7. Production Well No. 4 – Pay Request No. 2.
8. 2013 Crack Seal Project – Receive Contractor Quotes and Award Contract.
9. Fee Schedule Amendment – Removal of Ag Sales & Entertainment IUP Fee; ***Resolution 2013-76***

I. Regular Agenda

10. Infrastructure Debt Participation Policy
11. Moody's Rating for the Issuance of 2013 Bonds
12. Initiate the Lake Elmo Avenue Trunk Watermain Improvements – Authorize the Preparation of a Feasibility Report; ***Resolution 2013-77***

J. Summary Reports and Announcements

- **Mayor**
- **Council**
- **City Administrator**
- **City Attorney**
- **Planning Director**
- **City Engineer**
- **Finance Director**
- **City Clerk**

K. Adjourn

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ADDENDUM AGENDA

L. New Business

13. Authorization for Sale of $5,725,000 General Obligation Improvement Bonds, Series 2013A

CITY OF LAKE ELMO
CITY COUNCIL MINUTES
September 03, 2013

Mayor Pearson called the meeting to order at 7:04 P.M.

PRESENT: Mayor Pearson, Council Members Nelson, Smith, Bloyer, and Reeves

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

PLEDGE OF ALLIGENCE

APPROVAL OF AGENDA

MOTION: Council Member Smith moved ***TO APPROVE THE SEPTEMBER 03, 2013 CITY COUNCIL AGENDA.*** *Council Member Bloyer seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 1: ACCEPT MINUTES

THE AUGUST 20, 2013 CITY COUNCIL MINUTES WERE APPROVED BY CONSENSUS OF THE CITY COUNCIL. COUNCIL MEMBER SMITH ABSTAINED.

PUBLIC COMMENTS:

Library Director Linda Orsted spoke on the library. September is library card sign up month. It's the "smartest card in your wallet." New program Café Philo meets every Wednesday 10:15AM. On September 17th Gordy Lund holding meeting at 6:30pm on upcoming levy election.

SPEAK YOUR PEACE:

Council Member Bloyer on the Speak Your Peace tenet of using constructive language. It really is the essence of SYP project. It is important when disagreeing, to not make it personal and keep it on the issues. Represent arguments based on facts and not letting emotions take over. Also includes acknowledging positive contributions that you may disagree with. Recent debate of the Comprehensive Plan is an example.

PROCLAMATION

Mayor Pearson proclaimed Tuesday, September 17th through Monday, September 23, 2013 as *Constitution Week*. The Mayor read the proclamation.

CONSENT AGENDA

1. Approve Payment of Disbursements and Payroll in the amount of $114,098.22
2. Approve Variance - 4719 Olson Lake Trail North; Resolution 2013-66
3. Approve Variance - 3712 Layton Avenue North; Resolution 2013-67
4. 2012 Street & Water Quality Improvements – Declare Costs to be Assessed and Call for Hearing; Resolution 2013-68
5. Keats MSA Street and Trunk Watermain Improvements – Change Order No. 3.
6. Approve Resolution to Set Hearing for 2014 Budget and Levy Discussion; Resolution 2013-69

MOTION: Council Member Smith moved ***TO APPROVE THE CONSENT AGENDA.*** *Council Member Nelson seconded the motion.* ***MOTION PASSED 5-0.***

REGULAR AGENDA

ITEM 9: COMPREHENSIVE PLAN AMENDMENT: CHAPTER VI - WASTEWATER FACILITIES

Planning Director Klatt presented the comp plan amendment. He noted that it has been drafted and recommended by the Planning Commission. The proposal better reflects the changes to the land use plan. The highlighted updates included not differentiating between commercial and residential, however new versus old development is identified. It also updates the maps being used. The proposed amendment would replace Chapter Six in its entirety.

MOTION: Council Member Smith moved ***TO APPROVE RESOUTION 2013-70, APPROVING THE AMENDMENT TO CHAPTER VI – WASTEWATER FACILITIES OF THE CITY'S COMPREHENSIVE PLAN.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 10: WELL NO. 4 CONNECTING WATERMAIN – RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT

City Engineer Griffin explained the project and presented the feasibility report.

Involves extension up Lake Elmo Avenue from existing pipe at 43rd to 50th and the well site. Mr. Griffin explained the benefits received by the property owners. It involves ten properties and a $5,800 lateral benefit charge per property. Total project cost is $617,000. Option 1: City contribution is $307,000 and the property owners are assessed the $5,800. Option 2: half of assessment is deferred until hook up. The City portion goes up to $336,000. Assessment is over 15 years at bond rate +2%. Explained the connection costs –currently at $4,300 one time charges. Mr. Griffin presented the "all in" costs for each property.

Each service stub costs city about $2,000. explained the added benefits: ability to easily access and connect to City water supply system, if needed/desired; service stub installed at reduced costs; Service Corporation and Curb stop already installed; added Fire Suppression Capability in immediate area; and savings in Homeowners Insurance Premiums: 10-15%. Mr. Griffin presented the project schedule. He also explained that because this was council initiated and not a petition, it would require a 4/5 vote. Staff does recommend that the stubs are put in initially.

Council Member Bloyer asked if there is no initial stub does the property considered to still receive a benefit. Mr. Griffin said it is difficult to assess the property.

Council Member Smith asked that properties which currently do not have a house present can be notified of potential assessment. She also said it should be a simple issue as it is the same as Keats Ave. project.

Council Member Nelson asked cost of stubbing later. Mr. Griffin said probably $6,000 each. Mr. Nelson also asked if any residents have been contacted yet. Mr. Griffin said that staff was waiting for council direction before contacting residents.

Council Member Reeves asked if it is possible to not install stub and then if the owner wants to connect they pay the entire cost. Mr. Griffin said it is difficult to treat owners differently. It becomes slippery slope. Mayor Pearson asked if the road integrity is affected in later installed stubs. Mr. Griffin stated it does affect the integrity.

MOTION: Council Member Bloyer moved ***TO APPROVE RESOUTION 2013-71, RECEIVING THE FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT FOR THE WELL NO. 4***

CONNECTING WATERMAIN IMPROVEMENTS. *Council Member Nelson seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 11: SECTION 34 WATER AND SEWER UTILITY EXTENSION IMPROVEMENTS – PUBLIC IMPROVEMENT HEARING; ORDERING THE IMPROVEMENT; ACCEPT BIDS AND AWARD CONTRACT

City Engineer Griffin gave summary overview of the project. It entails 16 parcels and 9 property owners. There are currently three developments in the works: Boulder Ponds, Savona, and Hammes Estates. Project is 100% assessed to developers. Involves obtaining Permanent and Temporary Construction Easement Agreements, as well as Petition and Waiver Agreements. City received very good bids - about $100K under budget.

City Administrator Zuleger noted that City also received 100% petition agreement from property owners. This is quite an accomplishment. He thanked all staff for the hard work. City Attorney Snyder was especially commended for sacrificing his vacation to complete these efforts. There are some minor clerical issues still being completed.

MOTION: Council Member Nelson moved ***TO OPEN PUBLIC HEARING AT 7:50PM.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0.*** **Public Meeting opened at 7:50PM.**

Mayor Pearson called for public input three times. There was no public participation.

MOTION: Council Member Nelson moved ***TO CLOSE PUBLIC HEARING AT 7:50PM.*** *Council Member Reeves seconded the motion.* ***MOTION PASSED 5-0.*** **Public Meeting closed at 7:50PM.**

MOTION: Council Member Smith moved ***TO APPROVE RESOLUTION NO. 2013-72, ORDERING THE IMPROVEMENT, ACCEPTING THE BIDS, AND AWARDING A CONTRACT TO REDSTONE CONSTRUCTION CO., INC., IN THE AMOUNT OF $1,701,884.50, FOR THE SECTION 34 WATER AND SEWER UTILITY EXTENSION IMPROVEMENTS.*** *Council Member Bloyer seconded the motion.*

City Attorney Snyder asked for motion to be contingent on staff receipt of required documents sufficient to ensure 100% developer paid for. This was a friendly amendment to motion.

AMENDED MOTION: ***TO APPROVE RESOLUTION NO. 2013-72, ORDERING THE IMPROVEMENT, ACCEPTING THE BIDS, AND AWARDING A CONTRACT TO REDSTONE CONSTRUCTION CO., INC., IN THE AMOUNT OF $1,701,884.50, FOR THE SECTION 34 WATER AND SEWER UTILITY EXTENSION IMPROVEMENTS CONTINGENT ON STAFF RECEIPT OF REQUIRED DOCUMENTS SUFFICIENT TO ENSURE 100% DEVELOPER PAID FOR.***

Council thanked staff and noted their relief.

MOTION PASSED 5-0. Council Member Smith commented that this is a big deal.

ITEM 12: 2013 CITY OF LAKE ELMO RETREAT SUMMARY

City Administrator Zuleger gave overview of the retreat report. Once approved, staff would like to post online. Mayor Pearson clarified 2013-2015 TIF strategy was just a strategy. Mr. Zuleger stated that it was. Council consensus was that the retreat and the recap were great.

MOTION: Council Member Reeves moved ***TO APPROVE EXECUTIVE SUMMARY OF THE CITY OF LAKE ELMO COUNCIL RETREAT AND PUBLISH ONLINE AND PLACE ON FILE FOR PUBLIC REVIEW.*** *Council Member Bloyer seconded the motion.* ***MOTION PASSED 5-0.***

ITEM 13: 2014 ORGANZATIONAL CHART

City Administrator Zuleger explained the previously submitted org chart. It includes three title changes: Adam Bell to Assistant City Administrator; Beckie Gumatz - Deputy Clerk. Kyle Klatt – Director of Community Development. Proposal also adds Parks Maintainer role. Mr. Zuleger explained the time apportionment of staff. He also noted that Mr. Bell's role and apportionment will probably continue to change throughout the year with new duties.

Public Works staff will start new merit/proficiency pay structure. The structure includes skills mastery to advance through steps. Overall the City is still below many of comparable municipalities, but hopefully this will make City competitive.

Council Member Nelson asked about new positions job descriptions. Deputy Clerk has a description and Mr. Klatt's description will stay the same, but Mr. Bell's is being devised.

MOTION: Council Member Bloyer moved ***TO APPROVE THE 2014 CITY OF LAKE ELMO ORGANIZATIONAL CHART ACCOMPANIED BY THE 2104 PERSONNEL COMPENSATION DISTRIBUTION AND THE CITY OF LAKE ELMO DEPARTMENT OF PUBLIC WORKS PAY CLASSIFICATION MATRIX.*** *Council Member Smith seconded the motion.* ***MOTION PASSED 5-0.***

SUMMARY REPORTS AND ANNOUNCEMENTS

Mayor Pearson: Hwy 5 work begins this week; Parks Commission retreat on 9/28. Mayor is okay with waiting until after retreat for meeting again with Parks Commissioners individually; recognized Jill Martin, who picks up trash. He thinks it's great. The Mayor thanked her for her efforts.

Council Member Bloyer: Is also okay with waiting until after the retreat to meet with Parks Commissioners. He thanked Mike Cornell, Ryan Stempski, Rick Chase, and Adam Bell and staff for being great to work with on city issues.

Council Member Smith: Lake Elmo Days, thanked staff who worked on it; Alyssa MacLeod, Cathy Bendel, Greg Malmquist, and all the rest. Lions park Friday night and Saturday all afternoon. City Administrator noted the Battle of the Bands event Friday night.

Council Member Nelson: Also fine with waiting until after retreat for Parks meetings.

Council Member Reeves- will be attending Parks Commission retreat.

City Administrator Zuleger: presented letter from the business community. Met with Moody's. they were very impressed. MPCA – Hamlet at sunfish lakes. Meeting; Adam Josephson construction at night; thanked Mrs. Waters and Obermueller for luncheon; Public Works has chipped 6,500 cubic feet of wood chips from the storm; again thanked Dave Snyder for working during his vacation.

City Attorney Snyder: worked on Section 34 easements and assessment petitions/waivers.

City Planner Klatt: Comp Plan review to Met Council. Tonight's wastewater amendment will help move that forward; meet with MnDOT Aeronautics; village mixed use zoning and design standards at Planning Commission in September;

City Engineer Griffin: Pre-construction meetings for Olson Lake Trail and Village Forcemain and Lift Station. Keats Avenue project is progressing. Final third of pavement should be laid soon.

Finance Director Bendel: Bond meeting preparation; working on budget books; getting ready for assessment season

City Clerk Bell: Working on animal ordinance amendment hope to bring to October 1 Council meeting; managing the receipt of the Section 34 easements and petitions; implementing Laserfiche and reduction of paper use in City Hall.

Mayor Pearson adjourned the meeting at 8:17 P.M.

LAKE ELMO CITY COUNCIL

ATTEST:

Mike Pearson, Mayor

Adam R. Bell, City Clerk

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 2

AGENDA ITEM: Approve Disbursements in the Amount of $699,524.57

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of $699,524.57 No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda.*

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

Claim #	Amount	Description
ACH	$ 10,141.26	Payroll Taxes to IRS & MN Dept of Revenue 9/05/13
ACH	$ 5,683.82	Payroll Retirement to PERA 9/05/13
DD4891– D4920	$ 28,627.18	Payroll Dated (Direct Deposits) 9/05/13
40314-40330	$ 11,912.39	Manual Checks 9/06/13-9/10/13
40331-40393	$ 642,799.92	Accounts Payable 9/17/13
2082-2087	$ 360.00	Library Card Reimbursement 9/17/2013
TOTAL	**$ 699,524.57**	

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

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of $699,524.57

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

"Move to approve the September 17, 2013, Disbursements as

Presented *[and modified]* herein."

ATTACHMENTS:

1. Accounts Payable – Check Registers

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

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

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/13/2013 - 9:02 AM
Batch: 019-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
ACEHARD Ace Hardware , Inc											
140238	08/08/2013	10.63	0.00	09/17/2013	Keys Cut		-			No	0000
101-450-5200-42230	Building Repair Supplies										
	140238 Total:	10.63									
140265	08/09/2013	39.50	0.00	09/17/2013	Snowplowing Driveway Repair		-			No	0000
101-430-3120-42240	Street Maintenance Materials										
	140265 Total:	39.50									
	ACEHARD Total:	50.13									
ADAMBELL Bell Adam											
41523	09/06/2013	27.80	0.00	09/17/2013	Reimbursement Mileage 49.2- A Bell		-			No	0000
101-410-1320-43310	Mileage										
41523	09/06/2013	0.50	0.00	09/17/2013	Reimbursement Parking Fee -A Bell		-			No	0000
101-410-1320-43310	Mileage										
	41523 Total:	28.30									
	ADAMBELL Total:	28.30									
ADVANCED Advanced Eng & Environ Svs Inc											
35371	07/31/2013	188.00	0.00	09/17/2013	Production Well #4 AE2S Task ord 2/5/13		-			No	0000
601-494-9400-43030	Engineering Services										
	35371 Total:	188.00									
	ADVANCED Total:	188.00									
AMELIBAS American Library Assn											
08/28/2013	08/28/2013	240.00	0.00	09/17/2013	Library Director's Annual Mbrship ALA		-			No	0000
206-450-5300-44330	Dues & Subscriptions										
	08/28/2013 Total:	240.00									
	AMELIBAS Total:	240.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
BATTYPL Batteries Plus Woodbury, Corp											
032-784315	09/05/2013	53.33	0.00	09/17/2013	Emergency Lights Batteries		-			No	0000
101-430-3100-42230	Building Repair Supplies										
	032-784315 Total:	53.33									
	BATTYPL Total:	53.33									
BIFFS Biff's Inc.											
W502751-502760	08/21/2013	761.29	0.00	09/17/2013	Portable Restrooms - 8/21/13		-			No	0000
101-450-5200-44120	Rentals - Buildings										
	W502751-502760 Total:	761.29									
	BIFFS Total:	761.29									
BLOYERJU Bloyer Justin											
9/11/2013	09/11/2013	70.00	0.00	09/17/2013	Refund Fee on Bldg Permit #2013-00419		-			No	0000
101-000-0000-32210	Building Permits										
	9/11/2013 Total:	70.00									
	BLOYERJU Total:	70.00									
CARQUEST Car Quest Auto Parts											
2055-297993	08/26/2013	52.92	0.00	09/17/2013	Elec Parts 98-1		-			No	0000
101-450-5200-42210	Equipment Parts										
2055-297993	08/26/2013	61.98	0.00	09/17/2013	Antifreeze		-			No	0000
101-430-3100-42120	Fuel, Oil and Fluids										
2055-297993	08/26/2013	7.97	0.00	09/17/2013	Spark Tester		-			No	0000
101-430-3100-42400	Small Tools & Minor Equipment										
	2055-297993 Total:	122.87									
2055-298005	08/26/2013	27.53	0.00	09/17/2013	Belt JD Tractor		-			No	0000
101-430-3120-42210	Equipment Parts										
	2055-298005 Total:	27.53									
	CARQUEST Total:	150.40									
CATESFIN Cates Fine Homes											
9/4/2013	09/04/2013	5,000.00	0.00	09/17/2013	Refund Escrow #8180 9022 Tapestry Rrd		-			No	0000
803-000-0000-22900	Deposits Payable										
	9/4/2013 Total:	5,000.00									
	CATESFIN Total:	5,000.00									
COMCAST Comcast											
10 535 0008914	08/27/2013	7.92	0.00	09/17/2013	Monthly Service - Fire Department		-			No	0000
101-420-2220-44300	Miscellaneous										
	10 535 0008914 Total:	7.92									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
10 535 0014847	08/24/2013	4.50	0.00	09/17/2013	Monthly Service - Cable Service		-			No	0000
101-410-1940-43210 Telephone											
10 535 0014847 Total:		4.50									
COMCAST Total:		12.42									
CONLEYMO Conley Morgan											
09/03/2013	09/03/2013	55.00	0.00	09/17/2013	Cable Operator - CC Workshop&Meet 4hrs		-			No	0000
101-410-1450-43620 Cable Operations											
09/03/2013 Total:		55.00									
09/09/2013	09/09/2013	55.00	0.00	09/17/2013	Cable Operator - Planning Comm 4hrs		-			No	0000
101-410-1450-43620 Cable Operations											
09/09/2013 Total:		55.00									
09/10/2013	09/10/2013	27.50	0.00	09/17/2013	Cable Operator - CC Workshop 2hrs		-			No	0000
101-410-1450-43620 Cable Operations											
09/10/2013 Total:		27.50									
CONLEYMO Total:		137.50									
CTYBLOOM City of Bloomington											
August 2013	08/30/2013	31.50	0.00	09/17/2013	Lab - Bacteria Tests		-			No	0000
601-494-9400-42270 Utility System Maintenance											
August 2013 Total:		31.50									
CTYBLOOM Total:		31.50									
CTYOAKDA City of Oakdale											
1000460-01	08/31/2013	16,725.93	0.00	09/17/2013	Water Servicce I-94 8/1/13-9/3/13		-			No	0000
601-494-9400-43820 Water Utility											
1000460-01 Total:		16,725.93									
CTYOAKDA Total:		16,725.93									
CTYROSEV City of Roseville											
217757	09/04/2013	2,714.17	0.00	09/17/2013	Monthly IT Services - September 2013		-			No	0000
101-410-1450-43180 Information Technology/Web											
217757 Total:		2,714.17									
217789	08/01/2013	2,696.56	0.00	09/17/2013	Monthly Telephone-Admin Jan - August		-			No	0000
702-410-1320-45800 Other Equipment											
217789	08/01/2013	360.48	0.00	09/17/2013	Monthly Telephone-Build Insp Jan - Aug		-			No	0000
702-420-2400-45800 Other Equipment											
217789	08/01/2013	409.44	0.00	09/17/2013	Monthly Telephone-Communic Jan - Aug		-			No	0000
702-410-1450-45800 Other Equipment											
217789	08/01/2013	360.48	0.00	09/17/2013	Monthly Telephone-Engineering Jan - Aug		-			No	0000
702-410-1930-45800 Other Equipment											

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
217789	08/01/2013	720.96	0.00	09/17/2013	Monthly Telephone-Finance Jan - Aug		-			No	0000
702-410-1520-45800 Other Equipment											
217789	08/01/2013	1,056.64	0.00	09/17/2013	Monthly Telephone-Planning Jan - Aug		-			No	0000
702-410-1910-45800 Other Equipment											
217789	08/01/2013	3,279.76	0.00	09/17/2013	Monthly Telephone-Public Wks Jan - Aug		-			No	0000
702-430-3100-45800 Other Equipment											
	217789 Total:	8,884.32									
217797	09/04/2013	337.07	0.00	09/17/2013	Monthly Telephone - Administration-Sept		-			No	0000
101-410-1320-43210 Telephone											
217797	09/04/2013	45.06	0.00	09/17/2013	Monthly Telephone-Building Insp-Sept		-			No	0000
101-420-2400-43210 Telephone											
217797	09/04/2013	51.18	0.00	09/17/2013	Monthly Telephone-Communication -Sept		-			No	0000
101-410-1450-43210 Telephone											
217797	09/04/2013	45.06	0.00	09/17/2013	Monthly Telephone-Engineering - Sept		-			No	0000
101-410-1930-43210 Telephone											
217797	09/04/2013	90.12	0.00	09/17/2013	Monthly Telephone-Finance- Sept		-			No	0000
101-410-1520-43210 Telephone											
217797	09/04/2013	132.08	0.00	09/17/2013	Monthly Telephone-Planning- Sept		-			No	0000
101-410-1910-43210 Telephone											
217797	09/04/2013	409.97	0.00	09/17/2013	Monthly Telephone-Public Wks - Sept		-			No	0000
101-430-3100-43210 Telephone											
	217797 Total:	1,110.54									
	CTYROSEV Total:	12,709.03									
DEMCO Demco											
5023009	07/16/2013	51.67	0.00	09/17/2013	7 Boxes Clear Glossy Label Protectors		-			No	0000
206-450-5300-45800 Other Equipment											
	5023009 Total:	51.67									
5059997	08/27/2013	61.49	0.00	09/17/2013	Classification Labels Library Materials		-			No	0000
206-450-5300-45800 Other Equipment											
	5059997 Total:	61.49									
	DEMCO Total:	113.16									
ECMPUBLI ECM Publishers, Inc											
1458408	08/31/2013	147.75	0.00	09/17/2013	Ad for Emo Days 2013		-			No	0000
204-450-5200-43150 Contract Services											
	1458408 Total:	147.75									
	ECMPUBLI Total:	147.75									
EMERGAUT Emergency Automotive Tech, Inc											
22010	08/27/2013	170.00	0.00	09/17/2013	E1-Mount Emergency Lights		-			No	0000
101-420-2220-44040 Repairs/Maint Eqpt											
	22010 Total:	170.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	EMERGAUT Total:	170.00									
FIRESIDE Fireside Hearth & Home											
41527	09/10/2013	35.00	0.00	09/17/2013	Ref HVAC Permit#8921 - 8110 Demontrevill	-				No	0000
101-000-0000-32220 Heating Permits											
	41527 Total:	35.00									
	FIRESIDE Total:	35.00									
FOCUS Focus Engineering, Inc.											
754 & 755	08/31/2013	4,072.48	0.00	09/17/2013	General Engineering	-				No	0000
101-410-1930-43030 Engineering Services											
754 & 755	08/31/2013	112.50	0.00	09/17/2013	General Engineering- Planning	-				No	0000
101-410-1910-43030 Engineering Services											
	754 & 755 Total:	4,184.98									
756	08/31/2013	1,708.85	0.00	09/17/2013	General Engineering VRA-Building	-				No	0000
101-420-2400-43030 Engineering											
756	08/31/2013	2,060.67	0.00	09/17/2013	General Engineering VRA-Planning	-				No	0000
101-410-1910-43030 Engineering Services											
756	08/31/2013	562.50	0.00	09/17/2013	General Engineering VRA-Public Wks	-				No	0000
101-430-3100-43030 Engineering Services											
756	08/31/2013	2,975.00	0.00	09/17/2013	General Engineering VRA-Water	-				No	0000
601-494-9400-43030 Engineering Services											
756	08/31/2013	728.00	0.00	09/17/2013	General Engineering VRA-Sewer	-				No	0000
602-495-9450-43030 Engineering Services											
756	08/31/2013	1,574.67	0.00	09/17/2013	General Engineering VRA-Surface Water	-				No	0000
603-496-9500-43030 Engineering Services											
	756 Total:	9,609.69									
757	08/31/2013	767.62	0.00	09/17/2013	Transportation & Traffic System	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	1,600.04	0.00	09/17/2013	Street Maintenance	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	225.00	0.00	09/17/2013	Municipal Aid System	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	29.50	0.00	09/17/2013	Capital Improvement Planning	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	350.00	0.00	09/17/2013	2013 Seal Coat Project	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	985.06	0.00	09/17/2013	2013 Crack Seal Project	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	45.00	0.00	09/17/2013	MnDot Hilton Trail Interchange	-				No	0000
409-480-8000-43030 Engineering Services											
757	08/31/2013	639.62	0.00	09/17/2013	State Hwy 5 Traffic Mgmt & Safety Impr	-				No	0000
409-480-8000-43030 Engineering Services											
	757 Total:	4,641.84									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
758	08/31/2013	67.50	0.00	09/17/2013	Sanctuary		-			No	0000
409-480-8000-43030	Engineering Services										
	758 Total:	67.50									
759	08/31/2013	295.00	0.00	09/17/2013	Lake Elmo Area Village Eng Support		-			No	0000
413-480-8000-43030	Engineering Services										
	759 Total:	295.00									
760	08/31/2013	295.00	0.00	09/17/2013	10th Street Infrastructure Planning		-			No	0000
420-480-8000-43030	Engineering Services										
	760 Total:	295.00									
761	08/31/2013	2,672.41	0.00	09/17/2013	Demontreville Highlands Area Str Imp		-			No	0000
419-480-8000-43030	Engineering Services										
	761 Total:	2,672.41									
762	08/31/2013	729.00	0.00	09/17/2013	Olson Lake Trail Sewer Extension Feasib		-			No	0000
409-480-8000-43030	Engineering Services										
	762 Total:	729.00									
763	08/31/2013	532.00	0.00	09/17/2013	Inwood Ave Trunk Watermain		-			No	0000
601-494-9400-43030	Engineering Services										
	763 Total:	532.00									
764	08/31/2013	685.50	0.00	09/17/2013	Water System Design Phasing Study		-			No	0000
601-494-9400-43030	Engineering Services										
	764 Total:	685.50									
765	08/31/2013	2,588.89	0.00	09/17/2013	Keats Ave Watermain 43%		-			No	0000
601-494-9400-43030	Engineering Services										
765	08/31/2013	3,431.79	0.00	09/17/2013	Keats Ave Street 57%		-			No	0000
409-480-8000-43030	Engineering Services										
	765 Total:	6,020.68									
766	08/31/2013	823.62	0.00	09/17/2013	Lennar I-94 West Corridor		-			No	0000
203-490-9070-43030	Engineering Services										
	766 Total:	823.62									
767	08/31/2013	5,080.12	0.00	09/17/2013	LE Ave Infrastructurure I94 to 30th Stre		-			No	0000
409-480-8000-43030	Engineering Services										
	767 Total:	5,080.12									
768	08/31/2013	128.50	0.00	09/17/2013	Water System Funding Activities (Deeds)		-			No	0000
409-480-8000-43030	Engineering Services										
	768 Total:	128.50									
769	08/31/2013	634.00	0.00	09/17/2013	Production Well #4		-			No	0000
601-494-9400-43030	Engineering Services										
	769 Total:	634.00									
770	08/31/2013	3,440.00	0.00	09/17/2013	Section 34 Water 40%		-			No	0000
601-494-9400-43030	Engineering Services										
770	08/31/2013	5,160.00	0.00	09/17/2013	Section 34 Sewer Extension 60%		-			No	0000
602-495-9450-43030	Engineering Services										
	770 Total:	8,600.00									
771	08/31/2013	1,073.18	0.00	09/17/2013	CSAH 15 (Manning Ave) Corridor Mgmt		-			No	0000
602-495-9450-43030	Engineering Services										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
	771 Total:	1,073.18									
772	08/31/2013	1,059.62	0.00	09/17/2013	Amaris Homes (Montgomery Property)	-				No	0000
203-490-9070-43030	Engineering Services										
	772 Total:	1,059.62									
773	08/31/2013	407.50	0.00	09/17/2013	Hammes Estates	-				No	0000
203-490-9070-43030	Engineering Services										
	773 Total:	407.50									
774	08/31/2013	265.50	0.00	09/17/2013	Landucci Property (Ryland)	-				No	0000
203-490-9070-43030	Engineering Services										
	774 Total:	265.50									
775	08/31/2013	2,994.80	0.00	09/17/2013	Well No 4 Connecting Watermain Imp Feas	-				No	0000
601-494-9400-43030	Engineering Services										
	775 Total:	2,994.80									
776	08/31/2013	1,152.00	0.00	09/17/2013	Pumphouse No. #4	-				No	0000
601-494-9400-43030	Engineering Services										
	776 Total:	1,152.00									
	FOCUS Total:	51,952.44									
GRAPHICR	Graphic Resources										
46816	09/06/2013	334.10	0.00	09/17/2013	3000 Utility Bills & 3000 #10 Envelopes	-				No	0000
601-494-9400-42000	Office Supplies										
46816	09/06/2013	222.72	0.00	09/17/2013	2000 Utility Bills & 2000 #10 Envelopes	-				No	0000
603-496-9500-43220	Postage										
	46816 Total:	556.82									
	GRAPHICR Total:	556.82									
HARDDRIV	Hardrives, Inc.										
08202013	09/03/2013	43,579.53	0.00	09/17/2013	2012 Street & Water Quality Imp Est No5	-				No	0000
419-480-8000-45300	Improvements Other Than Bldgs										
	08202013 Total:	43,579.53									
	HARDDRIV Total:	43,579.53									
HP	Hewlett-Packard Company										
53009721	08/26/2013	656.61	0.00	09/17/2013	1 Computer-Fire Dept	-				No	0000
101-420-2220-43180	Information Technology/Web										
	53009721 Total:	656.61									
53215295	08/26/2013	276.38	0.00	09/17/2013	2 Dock Stations - Planning Dept	-				No	0000
101-410-1910-43180	Information Technology/Web										
	53215295 Total:	276.38									
53215296	08/26/2013	50.33	0.00	09/17/2013	2 USB Keyboard/Mouse Planning Dept	-				No	0000
101-410-1910-43180	Information Technology/Web										
	53215296 Total:	50.33									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
53229789	08/26/2013	717.74	0.00	09/17/2013	1 Computer - Building Dept		-			No	0000
101-420-2400-43180	Information Technology/Web										
53229789	08/26/2013	717.75	0.00	09/17/2013	1 Computer - Administration Dept		-			No	0000
101-410-1320-43180	Information Technology/Web										
	53229789 Total:	1,435.49									
53250966	08/26/2013	2,273.32	0.00	09/17/2013	2 Computer - Planning Dept		-			No	0000
101-410-1910-43180	Information Technology/Web										
	53250966 Total:	2,273.32									
	HP Total:	4,692.13									
HUGOPLUM	Hugo Plumbing & Pump Ser Inc										
8561	08/28/2013	120.00	0.00	09/17/2013	Cleaned p-trap in kitchen drain		-			No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	8561 Total:	120.00									
	HUGOPLUM Total:	120.00									
JOHNSON&	Johnson & Turner Attorneys										
30198	09/03/2013	4,539.00	0.00	09/17/2013	Legal Services - Prosecution		-			No	0000
101-420-2150-43045	Attorney Criminal										
	30198 Total:	4,539.00									
30204	09/03/2013	1,034.55	0.00	09/17/2013	Legal Services - Detachment Petition		-			No	0000
101-410-1320-43040	Legal Services										
	30204 Total:	1,034.55									
30205	09/03/2013	306.50	0.00	09/17/2013	Legal Services - Library		-			No	0000
206-450-5300-43040	Legal Services										
	30205 Total:	306.50									
30211 & 30584	09/03/2013	1,215.00	0.00	09/17/2013	Legal Services - Civil		-			No	0000
101-410-1320-43040	Legal Services										
	30211 & 30584 Total:	1,215.00									
30212	09/03/2013	423.00	0.00	09/17/2013	Legal Services -Horning Matter		-			No	0000
101-410-1320-43040	Legal Services										
	30212 Total:	423.00									
30214	09/03/2013	37.50	0.00	09/17/2013	Legal Services -Elmo View Townhouse		-			No	0000
409-480-8000-43040	Legal Services										
	30214 Total:	37.50									
30585	09/03/2013	3,905.25	0.00	09/17/2013	Legal Services -Sewer Line Waivers		-			No	0000
409-480-8000-43040	Legal Services										
	30585 Total:	3,905.25									
30586	09/03/2013	3,055.00	0.00	09/17/2013	Legal Services -Lennar/Section 34		-			No	0000
409-480-8000-43040	Legal Services										
	30586 Total:	3,055.00									
30587	09/03/2013	587.00	0.00	09/17/2013	Legal Services - 3M		-			No	0000
601-494-9400-43040	Legal Services										
	30587 Total:	587.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	JOHNSON& Total:	15,102.80									
KEYSWELL Keys Well Drilling Co.											
PayRequest No2	09/01/2013	26,885.00	0.00	09/17/2013	Production Well #4		-			No	0000
601-494-9400-43030	Engineering Services										
	PayRequest No2 Total:	26,885.00									
	KEYSWELL Total:	26,885.00									
LEOIL Lake Elmo Oil, Inc.											
S01203	08/31/2013	268.51	0.00	09/17/2013	Fuel - Fire Department		-			No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	S01203 Total:	268.51									
	LEOIL Total:	268.51									
Lillie Newspapers Inc. Lillie Suburban											
08142013	08/30/2013	41.80	0.00	09/17/2013	8/14 Notice - Planning Comm		-			No	0000
101-410-1320-43510	Legal Publishing										
	08142013 Total:	41.80									
08262013	08/29/2013	147.00	0.00	09/17/2013	Lake Elmo Days Ad - ROP		-			No	0000
101-410-1320-43510	Legal Publishing										
	08262013 Total:	147.00									
08282013	08/30/2013	47.30	0.00	09/17/2013	8/28 Notice - Hearing 9/3		-			No	0000
101-410-1320-43510	Legal Publishing										
08282013	08/30/2013	28.60	0.00	09/17/2013	8/28 Ordinance #08-087		-			No	0000
101-410-1320-43510	Legal Publishing										
	08282013 Total:	75.90									
	Lillie Total:	264.70									
LOFF Loffler Companies, Inc.											
1618902	09/03/2013	510.88	0.00	09/17/2013	Copy Machine Overage 8/10 - 9/9/2013		-			No	0000
101-410-1940-44040	Repairs/Maint Contractual Eqpt										
	1618902 Total:	510.88									
	LOFF Total:	510.88									
MARONEYS Maroney's Sanitation, Inc											
4899729	08/30/2013	108.32	0.00	09/17/2013	Waste Removal - City Hall		-			No	0000
101-410-1940-43840	Refuse										
4899729	08/30/2013	47.68	0.00	09/17/2013	Waste Removal - Fire		-			No	0000
101-420-2220-43840	Refuse										
4899729	08/30/2013	207.82	0.00	09/17/2013	Waste Removal - Public Works		-			No	0000
101-430-3100-43840	Refuse										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
4899729	08/30/2013	207.82	0.00	09/17/2013	Waste Removal - Parks		-			No	0000
101-450-5200-43840	Refuse										
4899729	08/30/2013	48.12	0.00	09/17/2013	Waste Removal - Library		-			No	0000
206-450-5300-43840	Refuse										
	4899729 Total:	619.76									
	MARONEYS Total:	619.76									
MCDONALD	McDonald Construction										
09/03/2013	09/03/2013	5,000.00	0.00	09/17/2013	Refund Escrow #8296 2965 Jonquil Trail		-			No	0000
803-000-0000-22900	Deposits Payable										
	09/03/2013 Total:	5,000.00									
09/04/2013	09/04/2013	9,000.00	0.00	09/17/2013	Refund Escrow #8785 2949 Jonquil Trail		-			No	0000
803-000-0000-22900	Deposits Payable										
	09/04/2013 Total:	9,000.00									
09/06/2013	09/06/2013	13,000.00	0.00	09/17/2013	Refund Escrow #8445 2984 Jonquil Trail		-			No	0000
803-000-0000-22900	Deposits Payable										
	09/06/2013 Total:	13,000.00									
	MCDONALD Total:	27,000.00									
MENARDSO	Menards - Oakdale										
25278	08/22/2013	22.38	0.00	09/17/2013	Tree Staking Kit		-			No	0000
101-450-5200-42250	Landscaping Materials										
	25278 Total:	22.38									
26227	09/04/2013	16.59	0.00	09/17/2013	Zip Ties		-			No	0000
101-430-3100-42150	Shop Materials										
	26227 Total:	16.59									
	MENARDSO Total:	38.97									
METCOU	Metropolitan Council										
0001024769	09/05/2013	1,484.55	0.00	09/17/2013	Monthly Wastewater Service - October		-			No	0000
602-495-9450-43820	Sewer Utility - Met Council										
	0001024769 Total:	1,484.55									
	METCOU Total:	1,484.55									
MITCHELL	Mitchell Paul										
Sept 7 2013	09/07/2013	949.80	0.00	09/17/2013	Reimbursement Pig Roast Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	Sept 7 2013 Total:	949.80									
	MITCHELL Total:	949.80									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
MNLABOR MN Dept of Labor & Industry											
ABR00742701	08/02/2013	10.00	0.00	09/17/2013	Annual Boiler Permit		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	ABR00742701 Total:	10.00									
	MNLABOR Total:	10.00									
MNLIBRAS Minnesota Library Assn											
e-invoice	08/26/2013	175.00	0.00	09/17/2013	2013 MLA Annual Conference Registration		-			No	0000
206-450-5300-44370	Conferences & Training										
	e-invoice Total:	175.00									
	MNLIBRAS Total:	175.00									
MNNATIVE MN Native Landscapes, Inc.											
9588	09/03/2013	600.00	0.00	09/17/2013	Sunfish Prarie Weed Control		-			No	0000
404-480-8000-45300	Improvements Other Than Bldgs										
	9588 Total:	600.00									
	MNNATIVE Total:	600.00									
OCLCINC OCLC, INC											
270634	08/31/2013	99.00	0.00	09/17/2013	Abridged DDC Classification Manual		-			No	0000
206-450-5300-44370	Conferences & Training										
	270634 Total:	99.00									
	OCLCINC Total:	99.00									
ONECALL Gopher State One Call											
78518	08/31/2013	298.80	0.00	09/17/2013	FTP - Tickets August 2013		-			No	0000
101-430-3100-43150	Contract Services										
	78518 Total:	298.80									
	ONECALL Total:	298.80									
OTTOLAND Otto Landscaping Inc.											
8/23/2013	08/23/2013	2,500.00	0.00	09/17/2013	Remove Wood Timbers & Pea RockTablyn		-			No	0000
404-480-8000-45300	Improvements Other Than Bldgs										
	8/23/2013 Total:	2,500.00									
	OTTOLAND Total:	2,500.00									
OURTEAMA Our Team Advantage Inc.											
12073	09/03/2013	180.00	0.00	09/17/2013	Sweeping 50th & Hill Trail		-			No	0000
101-430-3120-43150	Contract Services										
	12073 Total:	180.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	OURTEAMA Total:	180.00									
PINKY Pinky's Sewer Service, Inc.											
65273	09/03/2013	100.00	0.00	09/17/2013	Pumped 2 septic tanks - Library 8/15/13		-			No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	65273 Total:	100.00									
	PINKY Total:	100.00									
PITNEYRE Reserve Account											
09122013	09/12/2013	250.00	0.00	09/17/2013	Postage		-			No	0000
101-410-1320-43220	Postage										
09122013	09/12/2013	500.00	0.00	09/17/2013	Postage - Water Utility Billing		-			No	0000
601-494-9400-43220	Postage										
09122013	09/12/2013	250.00	0.00	09/17/2013	Postage - Surface Water		-			No	0000
603-496-9500-43220	Postage										
	09122013 Total:	1,000.00									
	PITNEYRE Total:	1,000.00									
POSTOFFI Postmaster											
9/12/2013	09/12/2013	523.59	0.00	09/17/2013	Newsletter - Fall Source		-			No	0000
101-410-1450-43510	Public Notices										
	9/12/2013 Total:	523.59									
	POSTOFFI Total:	523.59									
PRESTIPO Prestige Pool											
09102013	09/10/2013	500.00	0.00	09/17/2013	Refund Escrow #8877 10977 57th St N		-			No	0000
803-000-0000-22900	Deposits Payable										
	09102013 Total:	500.00									
	PRESTIPO Total:	500.00									
RENLUNDT Renlund Terry											
5	07/31/2013	175.50	0.00	09/17/2013	Building Inspector Services - 7/29/13		-			No	0000
101-420-2400-43150	Inspector Contract Services										
5	07/31/2013	44.64	0.00	09/17/2013	Building Inspector Mileage 79 - 7/29/13		-			No	0000
101-420-2400-43310	Mileage										
	5 Total:	220.14									
6	08/13/2013	411.75	0.00	09/17/2013	Building Inspector Services 8/9 & 8/12		-			No	0000
101-420-2400-43150	Inspector Contract Services										
6	08/13/2013	86.45	0.00	09/17/2013	Building Inspector Mileage 153 8/9 & 8/1		-			No	0000
101-420-2400-43310	Mileage										
	6 Total:	498.20									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	RENLUNDT Total:	718.34									
RIVRCOOP River Country Cooperative											
08312013	08/31/2013	323.14	0.00	09/17/2013	Fuel - Fire Department	-				No	0000
101-420-2220-42120	Fuel, Oil and Fluids										
	08312013 Total:	323.14									
	RIVRCOOP Total:	323.14									
S&T S&T Office Products, Inc.											
01PY4570-4590	09/04/2013	35.66	0.00	09/17/2013	Office Supplies - Administration	-				No	0000
101-410-1320-42000	Office Supplies										
01PY4570-4590	09/04/2013	145.69	0.00	09/17/2013	Office Supplies - Planning	-				No	0000
101-410-1910-42000	Office Supplies										
01PY4570-4590	09/04/2013	9.98	0.00	09/17/2013	Office Supplies Building	-				No	0000
101-420-2400-42000	Office Supplies										
	01PY4570-4590 Total:	191.33									
	S&T Total:	191.33									
SAFEASSU Safe Assure Consultants Inc.											
635	08/30/2013	3,087.00	0.00	09/17/2013	2013 OSHA Mandated Safety Training	-				No	0000
101-430-3100-43150	Contract Services										
	635 Total:	3,087.00									
	SAFEASSU Total:	3,087.00									
SAFEFAST Safe-Fast, Inc.											
129839	08/16/2013	262.44	0.00	09/17/2013	Safety Vest	-				No	0000
101-430-3100-42150	Shop Materials										
129839	08/16/2013	41.28	0.00	09/17/2013	Safety Glasses	-				No	0000
101-450-5200-42150	Shop Materials										
129839	08/16/2013	276.49	0.00	09/17/2013	OSHA Approved Fuel Containers	-				No	0000
101-450-5200-42400	Small Tools & Minor Equipment										
	129839 Total:	580.21									
129840	08/16/2013	942.70	0.00	09/17/2013	Gas Dector 6 months calibration	-				No	0000
602-495-9450-42400	Small Tools & Minor Equipment										
	129840 Total:	942.70									
130057	08/21/2013	63.70	0.00	09/17/2013	Safety Vest Poly Gloves	-				No	0000
101-430-3100-42150	Shop Materials										
	130057 Total:	63.70									
	SAFEFAST Total:	1,586.61									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
SAMSCLUB Sam's Club											
09092013	09/09/2013	113.59	0.00	09/17/2013	Restock Water/Gatorade for Rehab		-			No	0000
101-420-2220-44300	Miscellaneous										
	09092013 Total:	113.59									
	SAMSCLUB Total:	113.59									
SCHILLS Schill's Dumpster Svc Inc											
9177	09/05/2013	338.68	0.00	09/17/2013	1 Dumpsteer - Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	9177 Total:	338.68									
	SCHILLS Total:	338.68									
SCHLOMKA Schlomka Service LLC											
14759	08/20/2013	410.00	0.00	09/17/2013	Pump Septic at Station #1		-			No	0000
101-420-2220-44010	Repairs/Maint Bldg										
	14759 Total:	410.00									
	SCHLOMKA Total:	410.00									
SMITHANN Anne Smith											
Sept 04 2013	09/04/2013	53.11	0.00	09/17/2013	Reimbursement Mileage 94 - June & July		-			No	0000
101-410-1110-43310	Mileage										
	Sept 04 2013 Total:	53.11									
	SMITHANN Total:	53.11									
STCRTREE St. Croix Tree Service											
84132	08/29/2013	1,068.75	0.00	09/17/2013	Cut & removed 8 large diameter trees		-			No	0000
602-495-9450-43150	Contract Services										
	84132 Total:	1,068.75									
	STCRTREE Total:	1,068.75									
SW/WC SW/WC Service Cooperatives											
8/28/2013	08/28/2013	15,552.00	0.00	09/17/2013	September 2013 Insurance Premiums		-			No	0000
101-000-0000-21706	Medical Insurance										
	8/28/2013 Total:	15,552.00									
	SW/WC Total:	15,552.00									
TASCH T.A. Schifsky & Sons Inc											
55329	08/27/2013	71.87	0.00	09/17/2013	Asphalt		-			No	0000
101-430-3120-42240	Street Maintenance Materials										
	55329 Total:	71.87									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
55384	08/30/2013	825.11	0.00	09/17/2013	Asphalt	-				No	0000
101-430-3120-42240	Street Maintenance Materials										
	55384 Total:	825.11									
55421	07/16/2013	940.71	0.00	09/17/2013	Asphalt	-				No	0000
101-430-3120-42240	Street Maintenance Materials										
	55421 Total:	940.71									
	TASCH Total:	1,837.69									
TOWNCTRY	Town & Country Cleaning Co										
913 621	09/01/2013	245.81	0.00	09/17/2013	September Janitorial Service -	-				No	0000
101-410-1940-44010	Repairs/Maint Contractual Bldg										
	913 621 Total:	245.81									
913 658	09/01/2013	187.47	0.00	09/17/2013	September Janitorial Service - Library	-				No	0000
206-450-5300-44010	Repairs/Maint Bldg										
	913 658 Total:	187.47									
	TOWNCTRY Total:	433.28									
TRKUTI	Truck Utilities Inc.										
257823	08/28/2013	26.87	0.00	09/17/2013	hyd Hose Fittings	-				No	0000
101-430-3120-42210	Equipment Parts										
	257823 Total:	26.87									
	TRKUTI Total:	26.87									
UNITEDPR	NorthMarq										
9042013	09/04/2013	200.00	0.00	09/17/2013	Bal due Semi - Annual Easement OEA	-				No	0000
101-410-1320-44300	Miscellaneous										
	9042013 Total:	200.00									
	UNITEDPR Total:	200.00									
WAS-TRAN	Washington County										
76642	08/28/2013	8,533.90	0.00	09/17/2013	Washington County Storm Debris Removal	-				No	0000
101-430-3250-43150	Contract Services										
	76642 Total:	8,533.90									
	WAS-TRAN Total:	8,533.90									
WASH-REC	Washington County										
P234655&235952	09/03/2013	138.00	0.00	09/17/2013	Scott & Jennifer Gove/City of LE Record	-				No	0000
101-410-1910-42030	Printed Forms										
	P234655&235952 Total:	138.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	WASH-REC Total:	138.00									
XCEL Xcel Energy											
09042013	09/04/2013	93.02	0.00	09/17/2013	Lights at Legion Park - 3509 Laverne	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	79.80	0.00	09/17/2013	Lift Station - 8860 Hudson	-				No	0000
602-495-9450-43810	Electric Utility										
09042013	09/04/2013	38.78	0.00	09/17/2013	Traffic Lights - 100 Inwood	-				No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	30.89	0.00	09/17/2013	Streets Lights - 3014 Jamley	-				No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	297.54	0.00	09/17/2013	Fire Station #2 - 4259 Jamaca	-				No	0000
101-420-2220-43810	Electric Utility										
09042013	09/04/2013	376.73	0.00	09/17/2013	City Hall - 3800 Laverne	-				No	0000
101-410-1940-43810	Electric Utility										
09042013	09/04/2013	37.05	0.00	09/17/2013	Traffic Lights - 100 Keats	-				No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	311.86	0.00	09/17/2013	City Hall - 3800 Laverne	-				No	0000
101-410-1940-43810	Electric Utility										
09042013	09/04/2013	16.35	0.00	09/17/2013	Tennis Court - 3510 Laverne	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	49.00	0.00	09/17/2013	Parks Bldg - 11194 Upper 33rd	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	48.12	0.00	09/17/2013	Pebble Park - 8170 Lake Jane Trl	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	3,743.59	0.00	09/17/2013	Wells 1 & 2 3303 Langly & 11975 55th	-				No	0000
601-494-9400-43810	Electric Utility										
09042013	09/04/2013	47.89	0.00	09/17/2013	Traffic Lights 998 Inwood	-				No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	105.70	0.00	09/17/2013	Arts Center - 3585 Laverne	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	20.04	0.00	09/17/2013	Lift Station - 11062 34th St	-				No	0000
602-495-9450-43810	Electric Utility										
09042013	09/04/2013	16.88	0.00	09/17/2013	Lift Station - 2759 Legion Ave	-				No	0000
602-495-9450-43810	Electric Utility										
09042013	09/04/2013	393.80	0.00	09/17/2013	Fire Station 1 - 3510 Laverne	-				No	0000
101-420-2220-43810	Electric Utility										
09042013	09/04/2013	102.68	0.00	09/17/2013	Legion Park - 3511 Laverne	-				No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	2,067.10	0.00	09/17/2013	Street Lights	-				No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	32.65	0.00	09/17/2013	Traffic-Manning & Stilwtr11915 Stillwate	-				No	0000
101-430-3160-43810	Street Lighting										

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
09042013	09/04/2013	11.85	0.00	09/17/2013	VFW Ballfield Lts- 3675 Layton	303400517	-			No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	34.32	0.00	09/17/2013	VFW Ballfield Lts 3675 Layton	303895169	-			No	0000
101-450-5200-43810	Electric Utility										
09042013	09/04/2013	681.77	0.00	09/17/2013	Public Works - 3400 Ideal		-			No	0000
101-430-3100-43810	Electric Utility										
09042013	09/04/2013	25.44	0.00	09/17/2013	Water Tower 2 3445 Ideal Ave		-			No	0000
601-494-9400-43810	Electric Utility										
09042013	09/04/2013	12.50	0.00	09/17/2013	Speed Sign Hwy 5 - 10901 Stillwater	Blvd	-			No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	24.18	0.00	09/17/2013	Welcome Sign - 425 Keats		-			No	0000
101-430-3160-43810	Street Lighting										
09042013	09/04/2013	596.10	0.00	09/17/2013	Library - 3537 Lake Elmo Ave`		-			No	0000
206-450-5300-43810	Electric Utility										
	09042013 Total:	9,295.63									
	XCEL Total:	9,295.63									
	Report Total:	260,543.94									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/13/2013 - 9:55 AM
Batch: 020-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
TASCH T.A. Schifsky & Sons Inc											
Pay Request 4	09/01/2013	314,576.96	0.00	09/17/2013	Keats MSA Street period ending 9/1/13	-				No	0000
409-480-8000-43030	Engineering Services										
Pay Request 4	09/01/2013	121,679.02	0.00	09/17/2013	Keats Trunk Watermain per end 9/1/13	-				No	0000
601-494-9400-43030	Engineering Services										
	Pay Request 4 Total:	436,255.98									
	TASCH Total:	436,255.98									
	Report Total:	436,255.98									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/06/2013 - 11:24 AM
Batch: 014-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
FACBYSTE Faces by Stella											
09072013	09/06/2013	250.00	0.00	09/06/2013	Face Painting- Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	09072013 Total:	250.00									
	FACBYSTE Total:	250.00									
LEATHERM Leatherman Steve											
09072013	09/06/2013	500.00	0.00	09/06/2013	Band - Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	09072013 Total:	500.00									
	LEATHERM Total:	500.00									
MCALLIST McAllister Pat											
09072013	09/06/2013	500.00	0.00	09/06/2013	Band - Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	09072013 Total:	500.00									
	MCALLIST Total:	500.00									
PETTYCI Petty Cash - City Hall											
09062013	09/06/2013	1,500.00	0.00	09/06/2013	Petty Cash for Elmo Days 2013		-			No	0000
204-450-5200-44300	Miscellaneous										
	09062013 Total:	1,500.00									
09062013A	09/06/2013	250.00	0.00	09/06/2013	Prize Money -Elmo Days Battle of Bands		-			No	0000
204-450-5200-44300	Miscellaneous										
	09062013A Total:	250.00									
	PETTYCI Total:	1,750.00									
VADEMMEL Vandemmeltraadt Mark											
9062013	09/06/2013	50.00	0.00	09/06/2013	Sound - Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	9062013 Total:	50.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close	POLine #
	VADEMMEL Total:	50.00									
WANOVICH Wanovich Ken											
Sept 07 2013	09/06/2013	500.00	0.00	09/06/2013	Band - Elmo Days 2013	-				No	0000
204-450-5200-43150	Contract Services										
	Sept 07 2013 Total:	500.00									
	WANOVICH Total:	500.00									
WAS-SHER Washington County											
Sept072013	09/06/2013	160.00	0.00	09/06/2013	Deputy Russ Fox-Elmo Days 2013	-				No	0000
204-450-5200-43150	Contract Services										
Sept072013	09/06/2013	160.00	0.00	09/06/2013	Deputy Tom Stafford-Elmo Days 2013	-				No	0000
204-450-5200-43150	Contract Services										
Sept072013	09/06/2013	160.00	0.00	09/06/2013	Squad Cars for Elmo Days 2013	-				No	0000
204-450-5200-43150	Contract Services										
	Sept072013 Total:	480.00									
	WAS-SHER Total:	480.00									
	Report Total:	4,030.00									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/07/2013 - 2:26 PM
Batch: 015-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
MOSHREFM Moshrefzadeh Mandana											
09072013	09/07/2013	450.00	0.00	09/07/2013	Balloon Person-Elmo Days		-			No	0000
204-450-5200-43150	Contract Services										
	09072013 Total:	450.00									
	MOSHREFM Total:	450.00									
	Report Total:	450.00									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/09/2013 - 11:04 AM
Batch: 016-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
BENDEL Bendel Cathy											
Sept 7 2013	09/07/2013	2,080.14	0.00	09/09/2013	Reimb Silent AuctionElmo Days-C Bendel		-			No	0000
204-450-5200-44300	Miscellaneous										
	Sept 7 2013 Total:	2,080.14									
	BENDEL Total:	2,080.14									
FOXRUSS Fox Russ											
09072013	08/29/2013	160.00	0.00	09/09/2013	Deputy Russ Fox-Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	09072013 Total:	160.00									
	FOXRUSS Total:	160.00									
MNADMIN State of Minnesota											
485289A	08/20/2013	50.00	0.00	09/09/2013	Legal Work-add'l filing fee-Karl Horning		-			No	0000
101-410-1320-43040	Legal Services										
	485289A Total:	50.00									
	MNADMIN Total:	50.00									
STAFFORT Stafford Tom											
9072013	08/29/2013	160.00	0.00	09/09/2013	Deputy Tom Stafford- Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	9072013 Total:	160.00									
	STAFFORT Total:	160.00									
VANDEMGL VanDemmeltraadt Gloria											
Sept 7 2013	09/07/2013	24.00	0.00	09/09/2013	2 LE Books for Give Away Elmo Days 2013		-			No	0000
204-450-5200-44300	Miscellaneous										
	Sept 7 2013 Total:	24.00									
	VANDEMGL Total:	24.00									

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
WAS-SHER Washington County											
9072013	08/29/2013	160.00	0.00	09/09/2013	Wash Cty. Sheriff's Squad Car-Elmo Days	-				No	0000
204-450-5200-43150	Contract Services										
	9072013 Total:	160.00									
	WAS-SHER Total:	160.00									
	Report Total:	2,634.14									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/10/2013 - 10:04 AM
Batch: 017-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
DAMON Damon Farbar Associates											
23752	08/31/2013	945.00	0.00	09/10/2013	Lake Elmo Theming Project-6/21-7/25/13		-			No	0000
409-480-8000-43030	Engineering Services										
	23752 Total:	945.00									
	DAMON Total:	945.00									
JUMPITYJ Jumpity Jump											
10021	09/09/2013	300.00	0.00	09/10/2013	Sport&Castle Moonwalk-Elmo Days 2013		-			No	0000
204-450-5200-43150	Contract Services										
	10021 Total:	300.00									
	JUMPITYJ Total:	300.00									
	Report Total:	1,245.00									

Accounts Payable
To Be Paid Proof List

User: denise
Printed: 09/10/2013 - 4:42 PM
Batch: 018-09-2013

Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO #	Close PO	Line #
BRAUN Braun Intertec Corporation											
602439	09/10/2013	2,025.35	0.00	09/10/2013	Keats MSA Street - 2nd project 5/17/13		-			No	0000
409-480-8000-43030	Engineering Services										
602439	09/10/2013	1,527.90	0.00	09/10/2013	Keats Trunk Watermain - 2nd project 5/17		-			No	0000
601-494-9400-43030	Engineering Services										
	602439 Total:	3,553.25									
	BRAUN Total:	3,553.25									
	Report Total:	3,553.25									

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 3

AGENDA ITEM: August 2013 Financial Reporting

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, The City Council is asked to accept the August 2013 Financial Reporting Packet. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

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

STAFF REPORT: Attached please find a report for August reflecting the monthly detail supporting the year to date actual results and comparing those results to the 2013 Budget.

On a year to date basis through August 31, 2013, the actual results are $113k better than budget.

The most significant variances are highlighted below:

Revenues:

- Building Permit revenue for the month was 12% below budget. On a year to date basis actual activity continues to be above plan by 3%.
- Plan review fees for the month were 5% above budget bringing the year to date revenue to 43% above budget.

Expenses:

Most departments are below budget for the month as all Departments continue to be very cost conscious. A few key items to note:

- The Planning Department has incurred expenses above the amounts budgeted for many expense items due to the City expansion initiative. The majority of the expenses were related to Engineering support and Contractor expenses.

- The Focus Engineering bill for August has not yet been reflected in the August statements. This was a result of first Council meeting in September being on the first working day of the month.

- The Cost for the Permit Works software and licenses of $16.3k is reflected in the August Financials in the Building Inspection department under software programs. This expense was not budgeted.

- The contract services costs in the Animal Control department is 200% above budget for the month. These costs represent the costs charged by the Humane Society to house and care for stray animals. In August, there was a specific request to capture a large number of stray cats and most of the costs can and will be recovered.

- The part-time salaries under the Parks and Recreation department are higher than budgeted due to having to cover the Park Maintainer functions with part time resources until the full-time position is filled. Overall the salary costs are right in line with budget for the month and 25% less than budgeted year to date.

- Please note that the salary and benefit expenses are based on more accurate departmental allocations than we had in August 2012 when the 2013 budget was initially compiled. As a result, some departments are above budget, while others are under but overall, personnel expenses are below budget.

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

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

ATTACHMENTS:

1. August Financial Reports

City of Lake Elmo
2013 By Month
Budget to Actual Comparative
As of August 31, 2013
101-General Fund Detail
By Department

9/17/2013

DEPT 410 - GEN'L GOV'T	MONTH BUDGET Month	MONTH ACTUAL Month	MONTH Variance ($) Month	MONTH Variance (%) Month	YTD BUDGET YTD	YTD ACTUAL YTD	YTD Variance ($) YTD	YTD Variance (%) YTD
REVENUE								
Current Ad Valorem Taxes	0.00	0.00	0.00	0.00%	1,206,794.08	1,170,922.00	(35,872.08)	-2.97%
Delinquent Ad Valorem Taxes	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Mobile Home Tax	0.00	0.00	0.00	0.00%	4,000.00	5,059.12	1,059.12	26.48%
Fiscal Disparities	0.00	0.00	0.00	0.00%	0.00	114,609.96	114,609.96	0.00%
Penalty & Interest on Taxes	0.00	0.00	0.00	0.00%	0.00	1,190.54	1,190.54	0.00%
Liquor License	50.00	0.00	(50.00)	0.00%	75.00	500.00	425.00	566.67%
Wastehauler License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
General Contractor License	0.00	0.00	0.00	0.00%	0.00	265.00	265.00	0.00%
Heating Contractor License	300.00	200.00	(100.00)	-33.33%	3,275.00	4,050.00	775.00	23.66%
Blacktopping Contractor License	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Building Permits	17,500.00	15,363.25	(2,136.75)	-12.21%	102,000.00	104,703.06	2,703.06	2.65%
Heating Permits	1,000.00	960.00	(40.00)	-4.00%	9,200.00	10,045.00	845.00	9.18%
Plumbing Permits	700.00	600.00	(100.00)	-14.29%	5,500.00	8,365.00	2,865.00	52.09%
Sewer Permits	0.00	0.00	0.00	0.00%	0.00	485.00	485.00	0.00%
Animal License	100.00	100.00	0.00	0.00%	1,660.00	1,561.00	(99.00)	-5.96%
Utility Permits	600.00	3,944.80	3,344.80	557.47%	4,800.00	8,826.20	4,026.20	83.88%
Burning Permit	50.00	0.00	(50.00)	-100.00%	950.00	2,170.33	1,220.33	128.46%
Massage Therapy Permits	0.00	0.00	0.00	0.00%	0.00	658.00	658.00	0.00%
Homestead Credit Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
MSA-Maintenance	0.00	0.00	0.00	0.00%	49,011.00	98,022.00	49,011.00	100.00%
State Fire Aid	0.00	0.00	0.00	0.00%	1,500.00	3,000.00	1,500.00	100.00%
PERA Aid	0.00	0.00	0.00	0.00%	1,374.50	1,374.50	0.00	0.00%
Gravel Tax	0.00	0.00	0.00	0.00%	688.63	0.00	(688.63)	-100.00%
Recycling Grant	0.00	0.00	0.00	0.00%	15,500.00	15,588.00	88.00	0.00%
Misc State Grant/Surcharge Rev	0.00	6.31	6.31	0.00%	0.00	1,186.03	1,186.03	0.00%
Cable Franchise Revenue	0.00	0.00	0.00	0.00%	43,000.00	39,851.98	(3,148.02)	0.00%
Zoning & Subdivision Fees	0.00	2,930.00	2,930.00	0.00%	1,000.00	4,680.00	3,680.00	0.00%
Plan Check Fees	7,000.00	6,786.12	(213.88)	-3.06%	44,000.00	59,851.97	15,851.97	36.03%
Sale of Copies, Books, Maps	10.00	24.25	14.25	0.00%	109.10	281.35	172.25	157.88%
Assessment Searches	50.00	165.00	115.00	0.00%	500.00	975.00	475.00	95.00%
Clean Up Days	0.00	0.00	0.00	0.00%	4,000.00	0.00	(4,000.00)	0.00%
Cable Operation Reimbursement	500.00	0.00	(500.00)	0.00%	1,235.00	0.00	(1,235.00)	0.00%
Fines	5,000.00	100.00	(4,900.00)	-98.00%	40,000.00	28,480.62	(11,519.38)	-28.80%
Miscellaneous Revenue	1,500.00	0.00	(1,500.00)	-100.00%	12,000.00	12,637.64	637.64	5.31%
Internal Charges	50.00	62.00	12.00	0.00%	400.00	902.00	502.00	125.50%
Interest Earnings	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Donations	0.00	0.00	0.00	0.00%	7,500.00	0.00	(7,500.00)	-100.00%
Total Revenue	**34,410.00**	**31,241.73**	(3,168.27)	**-9.21%**	**1,560,072.31**	**1,700,241.30**	**140,168.99**	**8.98%**

EXPENSE								
1110 - Mayor & Council								
PT Salaries	0.00	0.00	0.00	0.00%	12,845.00	12,845.00	0.00	0.00%
FICA Contributions	0.00	0.00	0.00	0.00%	796.39	796.39	0.00	0.00%
Medicare Contributions	0.00	0.00	0.00	0.00%	186.25	186.27	(0.02)	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	36.00	215.80	(179.80)	-499.44%
Mileage	0.00	0.00	0.00	0.00%	500.00	0.00	500.00	0.00%
Miscellaneous	0.00	38.33	(38.33)	0.00%	565.27	1,672.69	(1,107.42)	0.00%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	4,391.00	10,339.00	(5,948.00)	-135.46%
Conferences & Training	500.00	0.00	500.00	0.00%	1,655.00	1,586.00	69.00	4.17%
Total Mayor & Council	**500.00**	**38.33**	**461.67**	**92.33%**	**20,974.91**	**27,641.15**	**(6,666.24)**	**-31.78%**
1320 - Administration								
FT Salaries	13,000.00	12,632.23	367.77	2.83%	116,444.93	106,252.17	10,192.76	8.75%
PERA Contributions	942.50	915.83	26.67	2.83%	8,116.57	7,581.69	534.88	6.59%
ICMA Contributions	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
FICA Contributions	806.00	758.64	47.36	5.88%	7,024.13	6,203.51	820.62	11.68%
Medicare Contributions	188.50	177.43	11.07	5.87%	1,642.80	1,450.88	191.92	11.68%
Health/Dental Insurance	3,127.60	2,611.00	516.60	16.52%	25,020.80	20,888.00	4,132.80	16.52%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	963.32	(963.32)	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	1,396.00	728.39	667.61	47.82%
Office Supplies	300.00	189.21	110.79	36.93%	4,038.61	4,125.40	(86.79)	-2.15%
Printed Forms	0.00	0.00	0.00	0.00%	363.91	0.00	363.91	0.00%
Legal Services	4,000.00	3,792.50	207.50	5.19%	32,000.00	39,029.92	(7,029.92)	-21.97%
Newsletter/Website	0.00	355.66	(355.66)	0.00%	0.00	355.66	(355.66)	0.00%
Assessing Services	2,000.00	2,000.00	0.00	0.00%	17,500.00	24,234.14	(6,734.14)	-38.48%
Contract Services	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Telephone	0.00	337.06	(337.06)	0.00%	0.00	1,348.24	(1,348.24)	0.00%
Postage	300.00	0.00	300.00	100.00%	2,400.00	2,641.79	(241.79)	-10.07%
Mileage	150.00	0.00	150.00	0.00%	1,200.00	957.67	242.33	20.19%
Legal Publishing	0.00	674.10	(674.10)	0.00%	157.74	1,953.18	(1,795.44)	0.00%
Insurance	0.00	0.00	0.00	0.00%	38,800.00	35,339.30	3,460.70	8.92%
Cable Operation Expense	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Miscellaneous	100.00	64.13	35.87	35.87%	800.00	1,972.76	(1,172.76)	-146.60%
Dues & Subscriptions	100.00	25.99	74.01	74.01%	800.00	1,008.96	(208.96)	-26.12%
Books	0.00	0.00	0.00	0.00%	0.00	225.49	(225.49)	0.00%
Conferences & Training	200.00	98.00	102.00	51.00%	1,375.93	2,662.15	(1,286.22)	-93.48%
Staff Development	0.00	0.00	0.00	0.00%	670.00	0.00	670.00	0.00%
Total Administration	**25,214.60**	**24,631.78**	**582.82**	**2.31%**	**259,751.42**	**259,922.62**	**(171.20)**	**-0.07%**

1410 - Elections								
PT Salaries	0.00	0.00	0.00	0.00%	0.00	100.00	(100.00)	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	150.00	0.00	150.00	100.00%
Legal Publications/Notification	0.00	0.00	0.00	0.00%	2,150.00	0.00	2,150.00	100.00%
Election Equipment	0.00	0.00	0.00	0.00%	7,460.00	0.00	7,460.00	100.00%
Equipment Repair	150.00	0.00	150.00	100.00%	450.00	0.00	450.00	100.00%
County Election Fees	0.00	0.00	0.00	0.00%	940.00	940.00	0.00	0.00%
Printed Forms	0.00	0.00	0.00	0.00%	450.00	0.00	450.00	100.00%
Miscellaneous	0.00	0.00	0.00	0.00%	200.00	0.00	200.00	100.00%
Total Elections	**150.00**	**0.00**	**150.00**	**0.00%**	**11,800.00**	**1,040.00**	**10,760.00**	**91.19%**
1450 - Communications								
FT Salaries	2,916.67	1,452.92	1,463.75	50.19%	23,333.33	11,881.39	11,451.94	49.08%
PERA Contributions	211.46	105.32	106.14	50.19%	1,691.67	861.43	830.24	49.08%
FICA Contributions	180.83	87.23	93.60	51.76%	1,446.67	713.50	733.17	50.68%
Medicare Contributions	42.29	20.40	21.89	51.76%	338.33	166.82	171.51	50.69%
Health/Dental Insurance	0.00	272.00	(272.00)	0.00%	0.00	2,176.00	(2,176.00)	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	56.00	85.23	(29.23)	-52.20%
Newsletter	0.00	0.00	0.00	0.00%	6,061.00	5,799.18	261.82	4.32%
Office Supplies	0.00	0.00	0.00	0.00%	100.00	170.12	(70.12)	0.00%
Info Technology/Web	2,000.00	1,652.08	347.92	17.40%	16,000.00	20,681.12	(4,681.12)	-29.26%
Telephone	250.00	108.76	141.24	0.00%	2,000.00	703.47	1,296.53	64.83%
Public Notices	200.00	0.00	200.00	100.00%	1,600.00	5,340.03	(3,740.03)	-233.75%
Cable Operations	275.00	231.08	43.92	15.97%	2,200.00	2,189.17	10.83	0.49%
Conferences	0.00	265.72	(265.72)	0.00%	0.00	498.00	(498.00)	0.00%
Repair/Maint Equipment	0.00	0.00	0.00	0.00%	0.00	155.50	(155.50)	0.00%
Total Communications	**6,076.25**	**4,195.51**	**1,880.74**	**30.95%**	**54,827.00**	**51,420.96**	**3,406.04**	**6.21%**
1520 - Finance								
FT Salaries	4,576.40	6,905.99	(2,329.59)	-50.90%	36,611.20	56,808.56	(20,197.36)	-55.17%
PERA Contributions	331.79	500.68	(168.89)	-50.90%	2,654.31	4,118.62	(1,464.31)	-55.17%
FICA Contributions	283.74	404.98	(121.24)	-42.73%	2,269.89	3,347.21	(1,077.32)	-47.46%
Medicare Contributions	66.36	94.71	(28.35)	-42.73%	530.86	782.73	(251.87)	-47.44%
Health/Dental Insurance	718.02	1,088.00	(369.98)	-51.53%	5,744.15	8,704.00	(2,959.85)	-51.53%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	0.00	405.18	(405.18)	0.00%
Office Supplies	0.00	0.00	0.00	0.00%	200.00	244.55	(44.55)	-22.28%
Printed Forms	0.00	0.00	0.00	0.00%	300.00	0.00	300.00	100.00%
Audit Services	0.00	0.00	0.00	0.00%	8,500.00	20,500.00	(12,000.00)	-141.18%
Contract Services	0.00	280.49	(280.49)	0.00%	10,000.00	14,302.56	(4,302.56)	-43.03%
Software Programs	0.00	0.00	0.00	0.00%	0.00	128.54	(128.54)	0.00%
Telephone	0.00	90.12	(90.12)	0.00%	0.00	360.48	(360.48)	0.00%
Mileage	0.00	0.00	0.00	0.00%	0.00	44.40	(44.40)	0.00%
Miscellaneous	0.00	353.40	(353.40)	0.00%	1,500.00	1,045.83	454.17	30.28%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	100.00	185.00	(85.00)	0.00%
Conferences & Training	100.00	0.00	100.00	0.00%	600.00	225.00	375.00	62.50%
Total Finance	**6,076.30**	**9,718.37**	**(3,642.07)**	**-59.94%**	**69,010.42**	**111,202.66**	**(42,192.24)**	**-61.14%**

1910 - Planning & Zoning								
FT Salaries	8,278.95	12,675.91	(4,396.96)	-53.11%	66,231.60	98,971.81	(32,740.21)	-49.43%
PERA Contributions	600.22	919.02	(318.80)	-53.11%	4,801.79	7,175.50	(2,373.71)	-49.43%
FICA Contributions	513.29	741.45	(228.16)	-44.45%	4,106.36	5,829.29	(1,722.93)	-41.96%
Medicare Contributions	120.04	173.41	(53.37)	-44.45%	960.36	1,363.46	(403.10)	-41.97%
Health/Dental Insurance	886.48	1,656.00	(769.52)	-86.81%	7,091.88	13,248.00	(6,156.12)	-86.81%
Workers Compensation	0.00	0.00	0.00	0.00%	500.00	751.34	(251.34)	-50.27%
Office Supplies	50.00	27.89	22.11	44.22%	400.00	2,290.22	(1,890.22)	-472.56%
Printed Forms	0.00	46.00	(46.00)	0.00%	0.00	447.85	(447.85)	0.00%
Engineering Services	1,500.00	0.00	1,500.00	100.00%	12,000.00	15,687.05	(3,687.05)	-30.73%
Contract Services	0.00	0.00	0.00	0.00%	0.00	14,869.24	(14,869.24)	0.00%
Telephone	0.00	147.73	(147.73)	0.00%	0.00	591.61	(591.61)	0.00%
Postage	0.00	0.00	0.00	0.00%	0.00	18.15	(18.15)	0.00%
Mileage	30.00	0.00	30.00	100.00%	240.00	0.00	240.00	100.00%
Miscellaneous	20.00	520.63	(500.63)	-2503.15%	160.00	957.56	(797.56)	-498.48%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	0.00	270.00	(270.00)	0.00%
Books	0.00	0.00	0.00	0.00%	0.00	180.32	(180.32)	0.00%
Conferences & Training	0.00	265.00	(265.00)	0.00%	1,600.00	909.00	691.00	43.19%
Total Planning & Zoning	**11,999.00**	**17,173.04**	**(5,174.04)**	**-43.12%**	**98,091.99**	**163,560.40**	**(65,468.41)**	**-66.74%**
1930 - Engineering Services								
Engineering Services	5,000.00	45.06	4,954.94	99.10%	40,000.00	19,931.63	20,068.37	50.17%
Total Engineering Services	**5,000.00**	**45.06**	**4,954.94**	**99.10%**	**40,000.00**	**19,931.63**	**20,068.37**	**50.17%**
1940 - City Hall								
Cleaning Supplies	50.00	0.00	50.00	100.00%	400.00	7.48	392.52	98.13%
Building Repair Supplies	75.00	0.00	75.00	100.00%	600.00	36.53	563.47	93.91%
Telephone	700.00	166.37	533.63	76.23%	5,800.00	1,405.67	4,394.33	75.76%
Utilities	900.00	951.01	(51.01)	-5.67%	7,200.00	6,882.26	317.74	4.41%
Refuse	108.32	108.32	0.00	0.00%	866.56	866.56	0.00	0.00%
Repairs/Maint Contractual Bldg	700.00	2,748.18	(2,048.18)	-292.60%	5,600.00	7,780.70	(2,180.70)	-38.94%
Repairs/Maint Contractual Equip	400.00	417.37	(17.37)	-4.34%	3,200.00	3,184.62	15.38	0.48%
Miscellaneous	75.00	15.68	59.32	79.09%	600.00	140.46	459.54	76.59%
Total City Hall	**3,008.32**	**4,406.93**	**(1,398.61)**	**-46.49%**	**24,266.56**	**20,304.28**	**3,962.28**	**16.33%**
Total General Government	**58,024.47**	**60,209.02**	**(2,184.55)**	**-3.76%**	**578,722.30**	**655,023.70**	**(76,301.40)**	**-13.18%**

DEPT 420 - PUBLIC SAFETY

2100 - Police								
Law Enforcement Contract	0.00	0.00	0.00	0.00%	280,000.00	245,758.76	34,241.24	12.23%
Total Police	**0.00**	**0.00**	**0.00**	**0.00%**	**280,000.00**	**245,758.76**	**34,241.24**	**12.23%**
2150 - Prosecution								
Attorney Criminal	4,250.00	4,250.00	0.00	0.00%	34,000.00	29,750.00	4,250.00	12.50%
Total Prosecution	**4,250.00**	**4,250.00**	**0.00**	**0.00%**	**34,000.00**	**29,750.00**	**4,250.00**	**12.50%**
2220 - Fire								
FT Salaries	6,000.00	5,701.48	298.52	4.98%	51,050.40	47,933.96	3,116.44	6.10%
PT Salaries	11,000.00	8,332.77	2,667.23	24.25%	84,000.00	77,484.69	6,515.31	7.76%
PERA Contributions	1,232.50	949.39	283.11	22.97%	9,791.15	8,024.20	1,766.95	18.05%
FICA Contributions	1,054.00	473.63	580.37	55.06%	8,373.12	4,409.80	3,963.32	47.33%
Medicare Contributions	246.50	197.41	49.09	19.91%	1,958.23	1,766.62	191.61	9.78%
Health/Dental Insurance	1,276.70	1,142.00	134.70	10.55%	10,213.58	9,136.00	1,077.58	10.55%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	10,130.00	8,042.06	2,087.94	20.61%
Office Supplies	0.00	248.21	(248.21)	0.00%	250.00	2,998.40	(2,748.40)	-1099.36%
EMS Supplies	0.00	0.00	0.00	0.00%	2,058.00	804.94	1,253.06	60.89%
Fire Prevention	3,000.00	0.00	3,000.00	0.00%	3,000.00	50.00	2,950.00	0.00%
Fuel, Oil & Fluids	1,150.00	1,405.83	(255.83)	-22.25%	9,032.00	7,944.03	1,087.97	12.05%
Small Tools & Equip	100.00	572.48	(472.48)	0.00%	30,800.00	6,626.43	24,173.57	78.49%
Physicals	0.00	178.59	(178.59)	0.00%	5,916.60	2,061.95	3,854.65	65.15%
Telephone	250.00	363.86	(113.86)	-45.54%	2,000.00	2,650.05	(650.05)	-32.50%
Radio	100.00	0.00	100.00	0.00%	7,992.16	8,248.17	(256.01)	-3.20%
Mileage	0.00	0.00	0.00	0.00%	100.00	99.44	0.56	0.00%
Vehicle Insurance	0.00	0.00	0.00	0.00%	12,000.00	5,237.00	6,763.00	0.00%
Electric Utility	1,000.00	783.18	216.82	21.68%	7,500.00	8,352.77	(852.77)	-11.37%
Refuse	47.68	47.68	0.00	0.00%	381.44	589.26	(207.82)	-54.48%
Repair/Maint Bldg	376.30	639.49	(263.19)	-69.94%	19,510.40	12,907.47	6,602.93	33.84%
Repair/Maint Equip	0.00	2,211.14	(2,211.14)	0.00%	15,437.00	18,804.34	(3,367.34)	-21.81%
Uniforms	150.00	0.00	150.00	100.00%	6,091.50	2,715.66	3,375.84	55.42%
Miscellaneous	75.00	50.64	24.36	32.48%	600.00	922.98	(322.98)	-53.83%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	2,000.00	2,597.00	(597.00)	-29.85%
Books	300.00	0.00	300.00	0.00%	300.00	0.00	300.00	0.00%
Conferences & Training	0.00	1,430.00	(1,430.00)	0.00%	14,300.00	8,229.78	6,070.22	42.45%
Total Fire	**27,358.68**	**24,727.78**	**2,630.90**	**9.62%**	**314,785.59**	**248,637.00**	**66,148.59**	**21.01%**
2250 - Fire Relief								
Fire State Aid	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Fire Relief	**0.00**	**0.00**	**0.00**	**0.00%**	**0.00**	**0.00**	**0.00**	**0.00%**

2400 - Building Inspection								
FT Salaries	5,747.36	6,689.08	(941.72)	-16.39%	48,852.56	56,358.20	(7,505.64)	-15.36%
PERA Contributions	416.68	484.97	(68.29)	-16.39%	2,984.52	4,086.05	(1,101.53)	-36.91%
FICA Contributions	356.34	389.43	(33.09)	-9.29%	2,508.72	3,281.44	(772.72)	-30.80%
Medicare Contributions	83.34	91.07	(7.73)	-9.28%	586.73	767.38	(180.65)	-30.79%
Health/Dental Insurance	767.49	1,414.00	(646.51)	-84.24%	6,139.93	11,312.00	(5,172.07)	-84.24%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	2,000.00	397.88	1,602.12	80.11%
Office Supplies	0.00	0.00	0.00	0.00%	0.00	806.41	(806.41)	0.00%
Printed Forms	0.00	0.00	0.00	0.00%	0.00	146.61	(146.61)	0.00%
Fuel, Oil & Fluids	0.00	0.00	0.00	0.00%	0.00	164.34	(164.34)	0.00%
Engineering	500.00	0.00	500.00	100.00%	4,000.00	7,054.50	(3,054.50)	-76.36%
Surcharge Pmts	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Inspector Contract Services	0.00	276.75	(276.75)	0.00%	0.00	3,573.75	(3,573.75)	0.00%
Software Programs	0.00	16,284.03	(16,284.03)	0.00%	0.00	16,284.03	(16,284.03)	0.00%
Telephone	18.00	0.00	18.00	100.00%	144.00	560.46	(416.46)	-289.21%
Mileage	0.00	91.08	(91.08)	0.00%	0.00	655.05	(655.05)	0.00%
Insurance	0.00	130.48	(130.48)	0.00%	255.00	340.00	(85.00)	0.00%
Repairs/Maint Equip	0.00	0.00	0.00	0.00%	500.00	463.28	36.72	7.34%
Uniforms	0.00	463.28	(463.28)	0.00%	0.00	86.38	(86.38)	0.00%
Miscellaneous	0.00	1,081.86	(1,081.86)	0.00%	250.00	1,407.51	(1,157.51)	-463.00%
Dues & Subscriptions	100.00	0.00	100.00	100.00%	190.00	90.00	100.00	52.63%
Books	0.00	0.00	0.00	0.00%	50.00	120.64	(70.64)	0.00%
Conferences & Training	0.00	115.00	(115.00)	0.00%	0.00	615.00	(615.00)	0.00%
Total Building Inspections	**7,989.21**	**27,511.03**	**(19,521.82)**	**-244.35%**	**68,461.46**	**108,570.91**	**(40,109.45)**	**-58.59%**
2500 - Emergency Communications								
Contract Services	0.00	3,745.00	(3,745.00)	0.00%	6,000.00	3,745.00	2,255.00	37.58%
Total Emergency Communications	**0.00**	**3,745.00**	**(3,745.00)**	**0.00%**	**6,000.00**	**3,745.00**	**2,255.00**	**0.00%**
2700 - Animal Control								
Printed Forms	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Contract Services	600.00	1,849.72	(1,249.72)	-208.29%	4,700.00	5,191.80	(491.80)	-10.46%
Miscellaneous	0.00	255.00	(255.00)	0.00%	0.00	870.00	(870.00)	0.00%
Total Animal Control	**600.00**	**2,104.72**	**(1,504.72)**	**-250.79%**	**4,700.00**	**6,061.80**	**(1,361.80)**	**-28.97%**
Total Public Safety	**40,197.88**	**62,338.53**	**(22,140.65)**	**-55.08%**	**707,947.05**	**642,523.47**	**65,423.58**	**9.24%**

DEPT 430 - PUBLIC WORKS

3100 - Public Works								
FT Salaries	10,700.00	11,016.09	(316.09)	-2.95%	88,900.00	103,512.70	(14,612.70)	-16.44%
PT Salaries	0.00	1,865.54	(1,865.54)	0.00%	0.00	6,079.38	(6,079.38)	0.00%
PERA Contributions	775.75	933.89	(158.14)	-20.39%	6,445.25	7,912.68	(1,467.43)	-22.77%
FICA Contributions	663.40	751.87	(88.47)	-13.34%	5,511.80	6,388.76	(876.96)	-15.91%
Medicare Contributions	155.15	175.82	(20.67)	-13.32%	1,289.05	1,494.17	(205.12)	-15.91%
Health/Dental Insurance	2,893.14	2,899.00	(5.86)	-0.20%	23,145.13	23,192.00	(46.87)	-0.20%
Unemployment Benefits	1,500.00	0.00	1,500.00	100.00%	4,000.00	0.00	4,000.00	100.00%
Workers Compensation	0.00	0.00	0.00	0.00%	9,000.00	7,399.76	1,600.24	17.78%
Office Supplies	50.00	417.70	(367.70)	-735.40%	400.00	614.40	(214.40)	-53.60%
Shop Materials	150.00	0.00	150.00	100.00%	1,200.00	436.77	763.23	63.60%
Building Repair Supplies	0.00	0.00	0.00	0.00%	0.00	229.25	(229.25)	0.00%
Small Tools and Minor Equip	250.00	85.75	164.25	65.70%	2,000.00	1,553.49	446.51	22.33%
Engineering Services	150.00	0.00	150.00	100.00%	1,200.00	4,767.00	(3,567.00)	-297.25%
Contract Services	400.00	695.05	(295.05)	-73.76%	3,200.00	1,277.68	1,922.32	60.07%
Telephone	650.00	650.10	(0.10)	-0.02%	5,400.00	3,945.30	1,454.70	26.94%
Radio	300.00	0.00	300.00	100.00%	2,400.00	609.12	1,790.88	74.62%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	22,000.00	19,772.00	2,228.00	0.00%
Electric Utility	2,000.00	663.46	1,336.54	66.83%	16,000.00	13,162.22	2,837.78	17.74%
Refuse	207.82	207.82	0.00	0.00%	1,662.56	1,454.74	207.82	12.50%
Fuel, Oil, Fluids (ALL depts)	3,000.00	0.00	3,000.00	100.00%	24,000.00	28,593.28	(4,593.28)	-19.14%
Repair/Maint Bldg	250.00	30.00	220.00	88.00%	2,000.00	5,937.58	(3,937.58)	-196.88%
Repair/Maint NOT Bldg	40.00	0.00	40.00	100.00%	340.00	153.38	186.62	54.89%
Repair/Maint Equip (out)	500.00	0.00	500.00	100.00%	4,000.00	140.73	3,859.27	96.48%
Equipment Parts	500.00	0.00	500.00	100.00%	4,000.00	0.00	4,000.00	100.00%
Uniforms	175.00	269.71	(94.71)	-54.12%	1,400.00	898.66	501.34	35.81%
Miscellaneous	75.00	0.00	75.00	100.00%	600.00	242.15	357.85	59.64%
Landscaping Material	85.00	0.00	85.00	100.00%	680.00	64.13	615.87	90.57%
Dues & Subscriptions	0.00	0.00	0.00	0.00%	60.00	56.00	4.00	6.67%
Conferences & Training	0.00	0.00	0.00	0.00%	619.60	160.00	459.60	74.18%
Clean up Days	0.00	0.00	0.00	0.00%	6,000.00	4,481.33	1,518.67	25.31%
Total Public Works	**25,470.26**	**20,661.80**	**4,808.46**	**18.88%**	**237,453.39**	**244,528.66**	**(7,075.27)**	**-2.98%**
3120 - Streets								
Equipment Parts	0.00	0.00	0.00	0.00%	0.00	886.81	(886.81)	0.00%
Street Maintenance Materials	1,000.00	836.51	163.49	16.35%	8,000.00	11,275.77	(3,275.77)	-40.95%
Sign Repair Materials	250.00	1,324.18	(1,074.18)	-429.67%	2,000.00	1,479.16	520.84	26.04%
Contract Services	850.00	0.00	850.00	100.00%	6,800.00	8,460.67	(1,660.67)	-24.42%
Repairs/Maint Equipment	0.00	0.00	0.00	0.00%	0.00	1,404.63	(1,404.63)	0.00%
Total Streets	**2,100.00**	**2,160.69**	**(60.69)**	**-2.89%**	**16,800.00**	**23,507.04**	**(6,707.04)**	**-39.92%**

3125 - Ice & Snow Removal								
Landscaping Material	0.00	103.38	(103.38)	0.00%	0.00	103.38	(103.38)	0.00%
Sand/Salt	0.00	0.00	0.00	0.00%	40,000.00	57,732.37	(17,732.37)	-44.33%
Contract Services	0.00	0.00	0.00	0.00%	6,250.00	4,307.75	1,942.25	31.08%
Repairs/Maint Equipment	250.00	0.00	250.00	100.00%	2,000.00	4,941.95	(2,941.95)	-147.10%
Total Ice & Snow Removal	**250.00**	**103.38**	**146.62**	**58.65%**	**48,250.00**	**67,085.45**	**(18,835.45)**	**-39.04%**
3160 - Street Lighting								
Street Lighting	2,100.00	2,323.96	(223.96)	-10.66%	16,800.00	16,236.68	563.32	3.35%
Total Street Lighting	**2,100.00**	**2,323.96**	**(223.96)**	**-10.66%**	**16,800.00**	**16,236.68**	**563.32**	**3.35%**
3200 - Recycling								
Recycling Supplies	0.00	0.00	0.00	0.00%	2,300.00	3,584.25	(1,284.25)	-55.84%
Newsletter	1,000.00	0.00	1,000.00	100.00%	2,000.00	0.00	2,000.00	100.00%
Miscellaneous	400.00	0.00	400.00	100.00%	3,200.00	0.00	3,200.00	100.00%
Total Recycling	**1,400.00**	**0.00**	**1,400.00**	**100.00%**	**7,500.00**	**3,584.25**	**3,915.75**	**52.21%**
3250 - Tree Program								
Contract Services	400.00	375.00	25.00	6.25%	3,400.00	11,325.00	(7,925.00)	-233.09%
Total Tree Program	**400.00**	**375.00**	**25.00**	**6.25%**	**3,400.00**	**11,325.00**	**(7,925.00)**	**-233.09%**
Total Public Works	**31,720.26**	**25,624.83**	**6,095.43**	**19.22%**	**330,203.39**	**366,267.08**	**(36,063.69)**	**-10.92%**

DEPT 450 - CULTURE, RECREATION								
5200 - Parks & Recreation								
FT Salaries	8,583.96	4,773.61	3,810.35	44.39%	72,963.46	55,993.22	16,970.24	23.26%
PT Salaries	700.00	4,277.37	(3,577.37)	-511.05%	11,350.00	16,848.89	(5,498.89)	-48.45%
PERA Contributions	622.34	346.65	275.69	44.30%	5,289.85	4,627.60	662.25	12.52%
FICA Contributions	575.61	544.19	31.42	5.46%	5,227.43	4,363.76	863.67	16.52%
Medicare Contributions	134.62	127.30	7.32	5.44%	1,222.55	1,020.50	202.05	16.53%
Health/Dental Insurance	1,084.57	290.16	794.41	73.25%	8,676.59	3,566.48	5,110.11	58.90%
Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Workers Compensation	0.00	0.00	0.00	0.00%	3,000.00	4,105.81	(1,105.81)	-36.86%
Shop Materials	0.00	0.00	0.00	0.00%	0.00	382.39	(382.39)	0.00%
Chemicals	50.00	269.10	(219.10)	-438.20%	400.00	740.98	(340.98)	-85.25%
Equipment Parts	150.00	361.73	(211.73)	-141.15%	1,200.00	1,460.02	(260.02)	-21.67%
Building Repair Supplies	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Landscaping Materials	200.00	218.77	(18.77)	-9.39%	1,600.00	383.64	1,216.36	76.02%
Small Tools and Minor Equip	75.00	0.00	75.00	100.00%	600.00	1,609.01	(1,009.01)	-168.17%
Telephone	100.00	90.83	9.17	9.17%	800.00	697.65	102.35	12.79%
Mileage	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Insurance	0.00	0.00	0.00	0.00%	5,000.00	3,683.00	1,317.00	26.34%
Electric Utility	750.00	805.95	(55.95)	-7.46%	6,000.00	6,098.92	(98.92)	-1.65%
Refuse	207.82	207.82	0.00	0.00%	1,662.56	1,662.56	0.00	0.00%
Repair/Maint Bldg	25.00	136.95	(111.95)	-447.80%	200.00	383.20	(183.20)	-91.60%
Repair/Maint NOT Bldg	50.00	88.86	(38.86)	-77.72%	400.00	3,448.14	(3,048.14)	-762.04%
Repair/Maint Equip	100.00	0.00	100.00	100.00%	800.00	0.00	800.00	100.00%
Rental Buildings	400.00	921.29	(521.29)	-130.32%	3,200.00	2,938.75	261.25	8.16%
Miscellaneous	0.00	0.00	0.00	0.00%	0.00	492.10	(492.10)	0.00%
Total Parks & Recreation	**13,808.91**	**13,460.58**	**348.33**	**2.52%**	**129,592.44**	**114,506.62**	**15,085.82**	**11.64%**
DEPT 460 - COMP ADJ	0.00	0	0	0.00%	0.00	0.00	0.00	0.00%
DEPT 490 - CONTINGENCY FUND	0.00	0	0	0.00%	60,339.70	58,546.10	1,793.60	2.97%
DEPT 493 - OTH FINANCING	0.00	0	0	0.00%	0.00	0.00	0.00	0.00%
GRAND TOTAL ALL DEPTS	**143,751.53**	**161,632.96**	**(17,881.43)**	**-12.44%**	**1,746,465.17**	**1,778,320.87**	**(31,855.70)**	**-1.82%**
Net Income over Expenses	**(109,341.53)**	**(130,391.23)**	**(21,049.70)**	**19.25%**	**(186,392.86)**	**(78,079.57)**	**108,313.29**	**-58.11%**

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 4

AGENDA ITEM: New Single Family Home Permit Report

SUBMITTED BY: Rick Chase, Building Official

THROUGH: Rick Chase, Building Official

REVIEWED BY: Kyle Klatt, Planning Director

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

STAFF REPORT: Below is the year to date statistics through August 2013, Companion data is also include from prior years for new home single family construction.

	2013	2012	2011
New homes	23	21	16
Total valuation	$10,553,742	$9,671,112	$6,869,000
Average home value	$458,000	$460,529	$429,000

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 5

AGENDA ITEM: Ratification of the MNDNR Approval of City of Lake Elmo Ordinance Amending Chapter 97 – Water Surface Use Ordinance 08-074; Resolution No. 2013-75

SUBMITTED BY: Dean Zuleger, Administrator

THROUGH: MNDNR Commissioner

REVIEWED BY: Dean Zuleger, City Administrator, Washington County Sheriff's Department and MNDNR

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Public Comment (20 Minutes) ..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:
To ratify the MNDNR minor amendments to the Council approved Water Surface Use Ordinance passed by the Council in the Spring of 2013. If removed from the consent agenda, the recommended motions for this action is as follows:

"Move to approve Ordinance 08-074, which amends the previously adopted changes to Chapter 97 – Water Surface Use as proposed by the Minnesota Department of Natural Resources."

In addition, Staff recommends that the City Council approve Resolution No. 2013-75, authorizing summary publication of Ordinance 08-074, through the following motion:

"Move to approve Resolution No. 2013-75, authorizing summary publication of Ordinance 08-074"

BACKGROUND INFORMATION:
In the Spring of 2013, the City Council of Lake Elmo passed a set of amendments to Chapter 97 of the Water Surface Use that expanded use times and placed protections for riparian landowners when

lake levels exceeded certain ordinary high water marks. Per State Law, these amendments had to reviewed by the MN Department of Natural Resources for compatibility to state law. In addition, a number of riparian landowners petition the MNDNR to have an environmental assessment completed on the proposed amendments. MNDNR staff ruled that an environmental assessment was not necessary and began their review of the ordinance which included a comprehensive investigation on the effects of the ordinance on the lakes in the area of congestion, enforcement, environmental impact and compatibility with state laws. During this same time the Tri-Lakes area experienced a high water event that allowed the City staff to practically apply the ordinance and protect shorelines. This event, supplemented by a lake use study, was submitted to the MNDNR staff for their consideration.

MNDNR RECOMMENDATION:
After a very thorough review (4 months), the MNDNR staff, in conjunction with the City, made two minor changes to the ordinances both affecting the high water mark. MNDNR, with Lake Elmo affirmation, changed the language of the ordinance to read that once ordinary high water marks are exceeded a no wake rule can be applied immediately, as opposed to a five day waiting period under current law. Similarly, the MNDNR reduced the waiting period to lift the no wake rule from 5 days after the lake level was below the ordinary high water mark to 3 days – a reasonable period to mitigate any weather event that may occur.

The MNDNR concurred with Lake Elmo that the expansion of use time was not at odds with state law and should pose no problem for the lakes. Staff / Council surveillance of the lakes this summer seem to prove this point definitively.

MNDNR remained silent on the remainder of the ordinance (see memo) on items of emphasis that either duplicate state law or were not under their jurisdiction for review.

STAFF RECOMMENDATION:

If removed from the consent agenda, the recommended motions for this action is as follows:

"Move to approve Ordinance 08-074, which amends the previously adopted changes to Chapter 97 – Water Surface Use as proposed by the Minnesota Department of Natural Resources."

In addition, Staff recommends that the City Council approve Resolution No. 2013-75, authorizing summary publication of Ordinance 08-074, through the following motion:

"Move to approve Resolution No. 2013-75, authorizing summary publication of Ordinance 08-074"

ATTACHMENTS:

1. Ordinance 08-074
2. Resolution No. 2013-75
3. Memo from MNDNR

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

ORDINANCE NO. 08-074

AN ORDINANCE AMENDING THE PARKS AND RECREATION CHAPTER OF THE LAKE ELMO CITY CODE OF ORDINANCES GOVERNING WATER SURFACE USE

Section 1. The City Council of the City of Lake Elmo hereby ordains that Chapter 97: Parks and Recreation, of the City Code is hereby amended in the following manner:

WATER SURFACE USE

§ 97.20 PURPOSE.

The purpose of §§ 97.20 *et seq.* is to establish the rules governing the use of the lake surfaces within the city. It is the intent of §§ 97.20 *et seq.* to promote the health, safety, welfare, and well-being of all, and to define the standards of behavior expected for all water users.

(1997 Code, § 1380.01)

§ 97.21 WATERCRAFT AND WATER SURFACE USE REGULATIONS.

The following regulations shall apply to the use of watercraft on lakes entirely within the city limits, to the use of a lake entirely within the city limits, and to the use of ice surfaces on lakes entirely within the city limits.

(A) *Dumping.* No person shall dump or throw garbage, paper, bottles, cans, refuse, or debris into any lake or on the shore of any lake or in any public area around any lake in the city.

(B) *Hours of operation.*

(1) *Normal conditions.* No person shall operate any motorboat at a speed greater than a slow, no-wake speed as defined by M.S. § 86B.005 in the following manner:
   a. Lake Elmo – between sunset and noon the following day, seven days a week
   b. Olson Lake, Lake Demontreville and Lake Jane – between sunset and sunrise, Monday through Friday; and between sunset and 9AM on weekends and holidays

(2) *High water conditions.* No person shall operate any motorboat at greater than a slow, no-wake speed as defined by M.S. § 86B.005 whenever the lake level of Lakes Olson and Demontreville is above 929.7 feet above sea level (MSL). ~~for five consecutive days~~. This restriction will remain in effect until the water level drops below 929.7 feet, and remains there for ~~five~~ three consecutive days.

(C) *Operating regulations.* No person shall operate any watercraft in violation of the provisions of this code, or in violation of the provisions of M.S. Chapter 86B or Minnesota Boat and Water Safety Rules (6110.0100-6110.2300) which statutes and rules are hereby adopted and incorporated herein. In

the event of a conflict between the various city and state regulations, the more restrictive regulation shall apply.

(D) *Buoys.* No person shall place a buoy or structure on a lake unless the buoy is specifically authorized by the Washington County Sheriff. No buoy or structure, other than shallow water marking or channel buoys shall be left overnight or placed contrary to MN Water Safety Rules 6110.1800.

(E) *Operation.* All motorboats, operating in excess of a slow, no-wake speed shall operate in a counter clockwise direction on all City of Lake Elmo lakes seven days a week. Personal watercraft engaging in constant turning activity shall confine that activity to the center of the lake.

(F) *Non-public lake access.* No person, except riparian owners, shall launch a watercraft or gain access to or egress from a lake other than at a designated public access point except in the case of any emergency or except with the written permission of the riparian lot owner. A person who has written permission to launch a watercraft from a riparian lot shall park their vehicle(s) and trailers) on the lot of the riparian owner. Riparian lot owners who grant permission to use their property as a launch site shall otherwise comply with all of the land use regulations of the city.

(G) *Public launching areas.* Except as noted in division (F) no person shall launch a watercraft or gain access to or egress from a lake except from a public right-of-way or other public park area in those locations specifically designated and posted for the purpose.

(H) *Non-motorized carry-on access.* A person may access any public waters through public land with a hand-carried non-motorized watercraft in accordance with M.S. § 86B.201, Subd. 3.

(I) *Safe operating distance.*

(1) No person shall operate or permit the operation of a personal watercraft per M.S.§ 86B.313, in excess of slow, no-wake speed, within 150 feet of a shoreline.

(2) Launching or landing a personal watercraft or towing a person on skis or other devices must be done by using the most direct route to or from open water.

(J) *Non-motorized watercraft.* A non-motorized watercraft has the right-of-way over motor-powered watercraft except when it is the overtaking watercraft. Motor-powered watercraft should always keep clear and pass astern on non-motorized watercraft (Minn. Rule 6110.1200, Sub. 1, D). (1997 Code, § 1380.03)

(K) *Permanent "slow - no wake: areas.* The channels and narrows between Lake Olson and Lake Demontreville are hereby designated as permanent "slow - no wake" areas and appropriate signs or buoys meeting the specifications found in Minn. Rules 6110.1500 shall be posted.

(Am. Ord. 97-150, passed 3-1-2005; Am. Ord. 08-014, passed 5-19-2009; Am. Ord. 08-050, passed 7-19-2011; Am. Ord. 08-50, passed 11-1-2011; Am. Ord. 2012-58, passed 7-17-2012) Penalty, see § 10.99

§ 97.22 WINTER LAKE USE REGULATIONS.

(A) *Dumping.* No person shall dump or throw garbage, paper, bottles, cans, refuse, or debris into the ice of a lake or into any lake or on the shore of any lake or in any public area around any lake in the city.

(B) *Clean-up.* Ice house owners are responsible for clean-up of trash within 25 feet of the house.

(C) *Emergency access.* No person shall gain access to or egress from the ice of a lake other than at a designated public access point except in the case of emergencies or except with the written permission of a riparian lot owner. Persons who have written permission to access or egress the lake from a riparian lot shall park their vehicles and trailers on the lot of the riparian owner. Riparian lot owners who grant permission to use their riparian property for access to or egress from a lake shall otherwise comply with all land use regulations of the city.

(D) *Ice fishing holes.* No person shall leave holes in the lake larger than 1 foot in diameter unless the holes are visibly marked for day and night.

(E) *Size of ice fishing house.* No person shall place an ice house larger than 8 feet by 12 feet in size on a lake.

(F) *Fires.* No person shall have an open fire on the ice surface of a lake.

(1997 Code, § 1380.04) Penalty, see § 10.99

§ 97.23 PROHIBITED STRUCTURES AND USES.

(A) *Lake activities.* Motorboat races are prohibited. Fishing tournaments, ski jumps, slalom courses, or other competition or exhibition events are allowed only as specifically authorized by state statutes and rules, the Washington County Sheriff Department. The City Clerk shall validate by signature all lake activities authorized prior to any authorized event or installation of ski jumps or slalom courses.

(B) *Fee for lake use.* Unless specifically authorized by the Council, and unless consistent with the city's zoning regulations, no riparian lot owner shall offer the use of their property for a fee or other consideration:

(1) As ingress or egress to a lake;

(2) For watercraft rental;

(3) For swimming, skiing, or watercraft lessons, unless provided by a non-profit or water safety agency for the purpose of basic instructions;

(4) For a watercraft launch site; and/or

(5) For any ancillary water or ice related use.

(1997 Code, § 1380.06) (Am. Ord. 2012-58, passed 7-17-2012) Penalty, see § 10.99

§ 97.24 ENFORCEMENT.

(A) *Local Enforcement.* Pursuant to MN § 378.32, 459.20, the City of Lake Elmo assigns by service agreement the enforcement of Chapter 97.20-97.23 of the City Code to the Washington County Sheriff's Department.

(B) *Penalties.* Penalties for non-compliance shall be governed by § 10.99 of the City Code and prosecuted by the City of Lake Elmo Attorney.

(C) *Exemptions.* Government agencies engaged in resource management, emergency services or enforcement activities are exempt from the provisions of Chapter 97 when acting in the performance of their assigned duties.

§ 97.25 REVIEW.

(A) The Lake Elmo City Council, upon request, shall review the effect of surface water use ordinances on the quality of life, water quality (including clarity), and lake use safety prior to "ice out" or the beginning of normal lake use season. The Lake Elmo City Council shall consult with MnDNR, University of Minnesota Extension, and the Washington County Sheriff's Department as a part of this review.

Section 2. Adoption Date. This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

This Ordinance No. 08-074 was adopted on this _____ day of _____ 2013, by a vote of ___ Ayes and ___ Nays.

_____
Mike Pearson
Mayor

ATTEST:

_____
Adam Bell
City Clerk

This Ordinance No. 08-074 was published on the _____ day of _____, 2013.

CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA

RESOLUTION NO. 2013-75

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 08-074 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-074, an ordinance to the City's regulations pertaining to Landscape Requirements; and

WHEREAS, the ordinance is lengthy; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lake Elmo, that the City Clerk shall cause the following summary of Ordinance No. 08-074 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 08-074, which replaces the current sections of the City Code pertaining to Landscape Requirements. The ordinance includes the following provisions.

- The ordinance establishes new hours of operation for Olson Lake, Lake Deomontreville and Lake Jane.
- The ordinance makes changes to the High Water Conditions duration.
- The ordinance establishes new sections dealing with Enforcement and Review.

The full text of Ordinance No. 08-074 is available for inspection at Lake Elmo city hall during regular business hours.

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

Dated: September 17, 2013.

_____
Mayor Mike Pearson

ATTEST:

_____
Adam Bell, City Clerk

(SEAL)

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

Whereupon said resolution was declared duly passed and adopted.

Minnesota Department of Natural Resources
500 Lafayette Road • St. Paul, MN • 55155-40

August 27, 2013

Mr. Dean Zuegler, City Administrator
City of Lake Elmo
3800 Laverne Avenue N.
Lake Elmo, Minnesota 55042

Dear Mr. Zuleger:

The DNR does not believe that the reduction in slow no wake hours will have a significant impact on the environment. There are many similar lakes across the state without slow no wake restrictions. There are minor impacts and benefits to the boating public with both current and proposed restrictions.

The DNR is aware that many city residents have concerns primarily regarding the City's proposed changes to the slow no wake portion of the water surface use ordinance. However, the proposed ordinance is still within the scope of a measured response to all existing conditions and the City should be best positioned to determine a balanced response to the concerns of its residents.

The DNR is supportive of the city's interest in continued evaluation of any water quality impacts.

I have reviewed your proposed amended ordinance 08-074 (attached) as required under M.S. 86B.205 and as further amended by your August 15th and 23rd e-mails to Mr. Linnell (copied below)and I approve or exclude sections as specified below:

Your August 15, 2013 e-mail request to modify Lake Elmo's proposed ordinance follows:
"Further, the City would like to request that its submitted ordinance be considered as submitted with the following exception:

#2 SNW provisions on Lake Demontreville /Olsen Lake be implemented when the water level reaches 929.7 per stakeholder negotiated City Council Action in October 2011 and that SNW be lifted when the water level drops below 929.7 for three consecutive days."

Your August 23, 2013 e-mail request to modify Lake Elmo's proposed ordinance follows:
The City of Lake Elmo respectfully requests a 3 day waiting period for Lake Jane as well...

The following are the elements of the ordinance that are specifically approved:

97.21 (B) *Hours of operation.*

(1) *Normal conditions.* No person shall operate any motorboat at a speed greater than a slow, no-wake speed as defined by M.S. § 86B.005 in the following manner:
a. Lake Elmo - between sunset and noon the following day, seven days a week
b. Olson Lake, Lake Demontreville and Lake Jane - between sunset and sunrise, Monday through Friday; and between sunset and 9AM on weekends and holidays.

c. All other lakes within the jurisdictional boundaries of the City of Lake Elmo – between sunset and noon seven days a week.

(2) *High water conditions.* No person shall operate any motorboat at greater than a slow, no-wake speed as defined by M.S. § 86B.005 whenever the lake level of Lakes Olson and Demontreville is above 929.7 feet above sea level (MSL) ~~for five consecutive days~~. This restriction will remain in effect until the water level drops below 929.7 feet, and remains there for three~~five~~ consecutive days. No person shall operate any motorboat at greater than a slow, no-wake speed as defined by M.S. § 86B.005 whenever the lake level of Lake Jane is above 924.0 feet above sea level (MSL) for three~~five~~ consecutive days.

(E) *Operation.* All motorboats, operating in excess of a slow, no-wake speed shall operate in a counter clockwise direction on all City of Lake Elmo lakes seven days a week. Personal Watercraft use is governed by M.S. 86b.313

(K) *Permanent "slow - no wake: areas.* The channels and narrows between Lake Olson and Lake Demontreville are hereby designated as permanent "slow - no wake" areas and appropriate signs or buoys meeting the specifications found in Minn. Rules 6110.1500 shall be posted.

97.22 (F) *Fires.* No person shall have an open fire on the ice surface of a lake.

97.23 (A) *Lake activities.* Motorboat races are prohibited.

97.24 Enforcement.
(A) *Local Enforcement.* Pursuant to MN § 378.32, 459.20, the City of Lake Elmo assigns by service agreement the enforcement of Chapter 97.20-97.23 of the City Code to the Washington County Sheriff's Department.
(B) *Penalties.* Penalties for non-compliance shall be governed by § 10.99 of the City Code and prosecuted by the City of Lake Elmo Attorney.
(C) *Exemptions.* Government agencies engaged in resource management, emergency services or enforcement activities are exempt from the provisions of Chapter 97 when acting in the performance of their assigned duties.

Comments and Exclusions:

97.21 A,F; 97.22 A, B, C and 97.23 B: are not specifically related to DNR regulated water surface use thus are specifically excluded from approval.

97.21 C, D and H; 97.22 E and 97.23 A: second sentence beginning with "Fishing"; are merely restatements of existing state statute and rules. No approval is needed and approval is specifically excluded on these items as state statutes and rules may change over time.

97.23 The last sentence of the first paragraph is not specifically approved.

97.25 Review is welcome but does not specifically need to be approved.

All existing and future public water access sites must be posted by the city with a sign outlining the essential elements of this surface use ordinance. Notify lake residents via appropriate means. The city must continue to post of buoy the slow-no wake zone between Lake Demontreville and Lake Olson. Buoy and signs must meet state requirements.

Sincerely,

COL Ken Soring
Director
Enforcement Division

cc: Stan Linnell, State Boating Law Administrator
CAPT Greg Salo – DNR Region 3 Enf. Manager
LT Jason Peterson – DNR District 14 Enf. Supervisor
CMDR Jerry Cusick – Washington County Sheriff's Office
Rachel Hintzman, Area PAT Supervisor.
WSUM File

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 6

AGENDA ITEM: Keats MSA Street and Trunk Watermain Improvements – Pay Request No. 4

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

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

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

- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 4 for the Keats MSA Street and Trunk Watermain Improvements.

STAFF REPORT:

T.A. Schifsky and Sons, Inc., the Contractor for the project, has submitted Partial Pay Estimate No. 4 in the amount of $436,255.98. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $65,544.91.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda*, Pay Request No. 4 for the Keats MSA Street and Trunk Watermain Improvements. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Pay Request No. 4 to T.A. Schifsky & Sons in the amount of $436,255.98, for the Keats MSA Street and Trunk Watermain Improvements"

ATTACHMENT(S):

1. Partial Pay Estimate No. 4

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 4

FOCUS ENGINEERING, inc.

KEATS MSA STREET AND TRUNK WATERMAIN IMP.
PROJECT NO. 2012.129

PERIOD OF ESTIMATE
FROM **8/2/2013** TO **9/1/2013**

PROJECT OWNER:
CITY OF LAKE ELMO
3800 LAVERNE AVENUE NORTH
LAKE ELMO, MN 55042
ATTN: CHAD ISAKSON, P.E., PROJECT ENGINEER

CONTRACTOR:
T.A. SCHIFSKY & SONS
2370 E. HIGHWAY 36
NORTH ST. PAUL, MN 55109
ATTN: CHRIS GRIMES

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount Additions	Amount Deductions
1	5/21/2013	$0.00	$0.00
2	7/16/2013	$3,960.00	$0.00
3	9/3/2013	$3,300.00	$0.00
TOTALS		$7,260.00	$0.00
NET CHANGE		$7,260.00	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$1,606,833.47
2. Net Change Order Sum	$7,260.00
3. Revised Contract (1+2)	$1,614,093.47
4. *Work Completed	$1,310,898.11
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$1,310,898.11
7. Retainage* 5.0%	$65,544.91
8. Previous Payments	$809,097.22
9. Amount Due (6-7-8)	**$436,255.98**

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	5/8/2013	ORIGINAL DAYS	149	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	9/25/2013	REVISED DAYS	26	YES	X
FINAL COMPLETION:	10/30/2013	REMAINING	59	NO	

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.
CJ
ENGINEER
9/10/2013
DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR
BY
9/12/13
DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY
DATE

BY
DATE

PARTIAL PAY ESTIMATE NO. 4

KEATS MSA STREET AND TRUNK WATERMAIN IMP.
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2012.129

FOCUS ENGINEERING, inc.

ITEM	MN/DOT NO.	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
				QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
		DIVISION 1 - GENERAL								
1	2021.501	MOBILIZATION	LS	1.0	$53,000.00	$53,000.00	0.5	$26,500.00	1.0	$53,000.00
2	2101.502	CLEARING	TREE	1.0	$400.00	$400.00	0.0	$0.00	1.0	$400.00
3	2101.507	GRUBBING	TREE	1	$100.00	$100.00	0.0	$0.00	1.0	$100.00
4	2105.525	TOPSOIL BORROW (CV)	CY	2,744	$5.00	$13,720.00	530.0	$2,650.00	530.0	$2,650.00
5	2453.61	EXPLORATORY DIGGING	HR	8	$300.00	$2,400.00	0.0	$0.00	2.0	$600.00
6	2563.601	TRAFFIC CONTROL	LS	1	$24,000.00	$24,000.00	0.5	$12,000.00	1.0	$24,000.00
7	2573.502	SILT FENCE	LF	5,880	$1.00	$5,880.00	0.0	$0.00	5,482.0	$5,482.00
8	2573.530	INLET PROTECTION	EA	9	$60.00	$540.00	0.0	$0.00	3.0	$180.00
9	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2	$200.00	$400.00	0.0	$0.00	6.0	$1,200.00
10	2573.602	CULVERT PROTECTION	EA	14	$75.00	$1,050.00	0.0	$0.00	22.0	$1,650.00
11	2575.505	SODDING (SALT RESISTANT)	SY	213	$7.00	$1,491.00	0.0	$0.00	0.0	$0.00
12	2575.523	EROISION CONTROL BLANKET, CAT. 3	SY	16,465	$1.03	$16,958.95	6,000.0	$6,180.00	6,000.0	$6,180.00
13	2575.605	SEEDING (SEED MIXTURE 250 AND FERTILIZER TYPE, 3)	AC	3.36	$525.00	$1,764.00	1.24	$651.00	1.24	$651.00
14	2575.605	SEEDING (SEED MIXTURE 328 AND FERTILIZER TYPE, 4)	AC	0.23	$1,545.00	$355.35	0.0	$0.00	0.0	$0.00
		SUBTOTAL - DIVISION 1				$122,059.30		$47,981.00		$96,093.00
		DIVISION 2 - WATERMAIN								
1	2504.602	12" WATERMAIN OFFSET	EA	2	$3,811.00	$7,622.00	1	$3,811.00	2	$7,622.00
2	2504.602	CONNECT TO EXISTING WATERMAIN	EA	2	$3,399.00	$6,798.00	1	$3,399.00	2	$6,798.00
3	2504.602	6" HYDRANT	EA	13	$3,244.50	$42,178.50	4	$12,978.00	12	$38,934.00
4	2504.602	6" GATE VALVE & BOX	EA	13	$1,236.00	$16,068.00	2	$2,472.00	12	$14,832.00
5	2504.602	8" GATE VAVLE & BOX	EA	3	$1,627.40	$4,882.20	1	$1,627.40	3	$4,882.20
6	2504.602	12" GATE VAVLE & BOX	EA	15	$2,811.90	$42,178.50	5	$14,059.50	15	$42,178.50
7	2504.602	1" CORPORATION STOP	EA	3	$278.10	$834.30	0	$0.00	3	$834.30
8	2504.602	1.5" CORPORATION STOP	EA	18	$607.70	$10,938.60	5	$3,038.50	18	$10,938.60
9	2504.602	2" CORPORATION STOP	EA	1	$741.60	$741.60	0	$0.00	1	$741.60
10	2504.602	1" CURB STOP AND BOX	EA	3	$566.50	$1,699.50	0	$0.00	3	$1,699.50
11	2504.602	1.5" CURB STOP AND BOX	EA	18	$690.10	$12,421.80	5	$3,450.50	18	$12,421.80
12	2504.602	2" CURB STOP AND BOX	EA	1	$844.60	$844.60	0	$0.00	1	$844.60
13	2504.603	1" TYPE K COPPER WATER SERVICE PIPE	LF	135	$20.60	$2,781.00	0	$0.00	117	$2,410.20
14	2504.603	1.5" TYPE K COPPER WATER SERVICE PIPE	LF	548.00	$23.69	$12,982.12	179	$4,240.51	506	$11,987.14
15	2504.603	2" TYPE K COPPER WATER SERVICE PIPE	LF	45.00	$30.90	$1,390.50	0	$0.00	45	$1,390.50
16	2504.603	6" DIP CL. 52 WATERMAIN	LF	303	$27.81	$8,426.43	15	$417.15	141	$3,921.21
17	2504.603	8" DIP CL. 52 WATERMAIN	LF	52	$32.96	$1,713.92	20	$659.20	74	$2,439.04
18	2504.603	12" DIP CL. 52 WATERMAIN	LF	5,954	$43.00	$256,022.00	1,312	$56,416.00	5,884	$253,012.00
19	2504.603	12" HDPE DR. 11(DIPS), BY HDD	LF	2,435	$58.00	$141,230.00	0	$0.00	2,435	$141,230.00
20	2504.608	MJ DIP COMPACT FITTINGS	LBS	4,294	$4.74	$20,353.56	500	$2,370.00	2,084	$9,878.16
21	2564.551	OFF ROAD STRUCTURE MARKER	EA	2	$170.00	$340.00	0	$0.00	0	$0.00
		SUBTOTAL - DIVISION 2				$592,447.13		$108,938.76		$568,995.35
		DIVISION 3 - STORM SEWER								
1	2104.501	REMOVE PIPE CULVERTS (ALL TYPES & SIZES)	LF	1,016	$7.00	$7,112.00	259	$1,813.00	518	$3,626.00
2	2104.521	SALVAGE CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	LF	85	$13.00	$1,105.00	66	$858.00	66	$858.00
3	2501.515	15" RCP FES W/ TRASH GUARD	EA	4	$1,163.90	$4,655.60	4	$4,655.60	4	$4,655.60
4	2501.515	18" RCP FES W/ TRASH GUARD	EA	4	$1,215.40	$4,861.60	2	$2,430.80	2	$2,430.80
5	2501.515	21" RCP FES W/ TRASH GUARD	EA	6	$1,421.40	$8,528.40	4	$5,685.60	6	$8,528.40
6	2501.521	22" SPAN RCP CL. 5 STORM SEWER PIPE	LF	47	$50.00	$2,350.00	0	$0.00	0	$0.00
7	2501.521	28" SPAN RCP CL. 5 STORM SEWER PIPE	LF	49	$60.00	$2,940.00	0	$0.00	0	$0.00
8	2501.521	36" SPAN RCP CL. 5 STORM SEWER PIPE	LF	60	$82.40	$4,944.00	0	$0.00	60	$4,944.00
9	2501.525	22" SPAN RCP FES W/ TRASH GUARD	EA	2	$1,287.50	$2,575.00	0	$0.00	0	$0.00
10	2501.525	28" SPAN RCP FES W/ TRASH GUARD	EA	2	$1,565.60	$3,131.20	0	$0.00	0	$0.00
11	2501.525	36" SPAN RCP FES W/ TRASH GUARD	EA	2	$2,183.60	$4,367.20	0	$0.00	2	$4,367.20
12	2501.571	INSTALL SALAVAGED CONCRETE PIPE CULVERT (ALL TYPES & SIZES)	LF	85	$21.63	$1,838.55	66	$1,427.58	66	$1,427.58
13	2502.521	15" CMP DRIVEWAY CULVERT W/ APRON	LF	326	$28.84	$9,401.84	130	$3,749.20	299	$8,623.16
14	2502.521	18" CMP DRIVEWAY CULVERT W/ APRON	LF	120	$33.99	$4,078.80	0	$0.00	28	$951.72
15	2503.511	15" RCP CL. 5 STORM SEWER PIPE	LF	126	$26.78	$3,374.28	0	$0.00	0	$0.00
16	2503.511	18" RCP CL. 5 STORM SEWER PIPE	LF	61	$29.87	$1,822.07	58	$1,732.46	58	$1,732.46
17	2503.511	21" RCP CL. 5 STORM SEWER PIPE	LF	226	$34.00	$7,684.00	120	$4,080.00	201	$6,834.00
18	2506.502	48" DIAMETER MANHOLE, TYPE 4065	EA	6	$2,266.00	$13,596.00	4	$9,064.00	6	$13,596.00
19	2506.601	INFILTRATION BASIN	EA	6	$600.00	$3,600.00	2	$1,200.00	2	$1,200.00
20	2511.501	CL. 3 RIPRAP W/ GEOTEXTILE FILTER FABRIC	CY	94.2	$100.00	$9,420.00	87.10	$8,710.00	104.2	$10,420.00
21	2511.501	CL. 4 RIPRAP W/ GEOTEXTILE FILTER FABRIC	CY	16.2	$105.00	$1,701.00	16.2	$1,701.00	16.2	$1,701.00
		SUBTOTAL - DIVISION 3				$103,086.54		$47,107.24		$75,895.92

ITEM	MN/DOT NO.	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
				QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
		DIVISION 4 - STREETS AND RESTORATION								
1	2104.501	REMOVE & DISPOSE OF EXIST. CONCRETE CURB & GUTTER	LF	213	$3.09	$658.17	298	$920.82	298	$920.82
2	2104.501	REMOVE & DISPOSE OF EXIST. FLUME (ALL TYPES)	EA	6	$360.50	$2,163.00	8	$2,884.00	8	$2,884.00
3	2104.505	REMOVE & DISPOSE OF EXIST. BITUMINOUS PAVEMENT	SY	19,710	$1.00	$19,710.00	270	$270.00	20,254	$20,254.00
4	2104.509	REMOVE SIGN	EA	18	$30.00	$540.00	0	$0.00	18	$540.00
5	2104.523	SALVAGE MAILBOX	EA	20	$25.00	$500.00	0	$0.00	20	$500.00
6	2104.523	SALVAGE POST & SIGN	EA	9	$30.00	$270.00	0	$0.00	9	$270.00
7	2105.501	COMMON EXCAVATION (P)	CY	19,252	$8.00	$154,016.00	7,947	$63,576.00	19,384	$155,072.00
8	2105.522	SELECT GRANULAR BORROW (CV), SPEC 3149.2B	CY	8,527	$8.29	$70,688.83	3,028	$25,102.12	8,615	$71,418.35
9	2105.604	GEOTEXTILE FOR ROAD STABILIZATION; MnDOT TYPE V	SY	300	$1.00	$300.00	0	$0.00	1,225	$1,225.00
10	2106.607	SUBGRADE CORRECTION	CY	100	$15.00	$1,500.00	552.0	$8,280.00	1,990.4	$29,856.00
11	2112.501	SUBGRADE PREPARATION (ROADWAY)	RS	65	$100.00	$6,500.00	26	$2,600.00	65	$6,500.00
12	2211.501	CL.5 AGGREGATE BASE	TN	7,534	$8.50	$64,039.00	4,367.49	$37,123.67	7,533.34	$64,033.39
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GA	1,044	$3.00	$3,132.00	80	$240.00	120	$360.00
14	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (STREETS)	TN	1,867	$66.00	$123,222.00	0	$0.00	0	$0.00
15	2360.501	SPWEA240B BITUMINOUS WEARING COURSE (DRIVES)	TN	115	$80.00	$9,200.00	49.78	$3,982.40	82.82	$6,625.60
16	2360.502	SPNWB230B BITUMINOUS NON-WEARING COURSE (STREETS)	TN	3,111	$58.00	$180,438.00	1,080.96	$62,695.68	1,916.53	$111,158.74
17	2502.501	4" PRECAST CONCRETE HEADWALL	EA	6	$412.00	$2,472.00	0	$0.00	0	$0.00
18	2502.541	4" PERFORATED PVC EDGE DRAIN W/BACKFILL & WRAP	LF	6,083	$3.50	$21,290.50	1,100	$3,850.00	4,680	$16,380.00
19	2502.602	DRAINTILE CLEANOUT (INCL. PIPE, FITTINGS, & STEEL CAP)	EA	26	$155.00	$4,030.00	3	$465.00	19	$2,945.00
20	2502.602	DRAINTILE CONNECTION INTO CATCH BASIN	EA	10	$250.00	$2,500.00	0	$0.00	6	$1,500.00
21	2531.501	B418 CONCRETE CURB & GUTTER	LF	12,650	$8.34	$105,501.00	4,771	$39,790.14	8,391	$69,980.94
22	2531.602	CONCRETE PEDESTRIAN RAMP	EA	1	$400.00	$400.00	0	$0.00	0	$0.00
23	2531.602	CONCRETE CURB CUT	EA	38	$10.00	$380.00	11	$110.00	23	$230.00
24	2531.602	6" CONCRETE FLUME	SY	82	$36.00	$2,952.00	0	$0.00	0	$0.00
25	2531.618	CAST IRON TRUNCATED DOME PANELS	SF	8	$50.00	$400.00	0	$0.00	0	$0.00
26	2540.602	INSTALL SALVAGED MAILBOX	EA	20	$10.00	$200.00	0	$0.00	0	$0.00
27	2554.602	PERMANENT BARRICADE	EA	1	$400.00	$400.00	0	$0.00	0	$0.00
28	2564.531	INSTALL SIGN PANELS, TYPE C (INCLUDING POSTS & ASSEMBLY)	EA	18	$55.00	$990.00	0	$0.00	0	$0.00
29	2564.531	INSTALL SALVAGED SIGN	EA	9	$50.00	$450.00	0	$0.00	0	$0.00
30	2564.533	FURNISH SIGN PANELS, TYPE C	SF	117	$24.00	$2,808.00	0	$0.00	0	$0.00
31	2582.502	4" SOLID DOUBLE LINE YELLOW - EPOXY	LF	4,720	$0.62	$2,926.40	0	$0.00	0	$0.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	LF	12,240	$0.32	$3,916.80	0	$0.00	0	$0.00
33	2582.502	4" SOLID LINE YELLOW - EPOXY	LF	755	$0.31	$234.05	0	$0.00	0	$0.00
34	2582.502	4" BROKEN LINE YELLOW - EXPOXY	LF	1,265	$0.10	$126.50	0	$0.00	0	$0.00
35	2582.502	24" SOLID LINE YELLOW - EPOXY	LF	25	$15.45	$386.25	0	$0.00	0	$0.00
		SUBTOTAL - DIVISION 4				$789,240.50		$251,889.83		$562,653.84

TOTALS - BASE CONTRACT **$1,606,833.47** **$455,916.83** **$1,303,638.11**

CHANGE ORDER NO. 2

CO2-1	2101.502	REMOVE COTTONWOOD TREE AND STUMP	LS	1	$3,960.00	$3,960.00	1	$3,960.00	1	$3,960.00
TOTALS - CHANGE ORDER NO. 2						**$3,960.00**		**$3,960.00**		**$3,960.00**

CHANGE ORDER NO. 3

CO3-1	2531.602	REMOBILIZE CONCRETE CREW FOR HALF POURS	EA	2	$1,650.00	$3,300.00	2	$3,300.00	2	$3,300.00
TOTALS - CHANGE ORDER NO. 3						**$3,300.00**		**$3,300.00**		**$3,300.00**

TOTALS - REVISED CONTRACT **$1,614,093.47** **$463,176.83** **$1,310,898.11**

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 7

AGENDA ITEM: Production Well No. 4 – Pay Request No. 2

SUBMITTED BY: Chad Isakson, Project Engineer

THROUGH: Dean A. Zuleger, City Administrator

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

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

- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Pay Request No. 2 for the Production Well No. 4 project.

STAFF REPORT:

Keys Well Drilling Co., the Contractor for the project, has submitted Partial Pay Estimate No. 2 in the amount of $26,885.00. The request has been reviewed and payment is recommended in the amount requested. In accordance with the contract documents, the City has retained 5% of the total work completed. The amount retained is $2,358.75.

RECOMMENDATION:

Staff is recommending that the City Council consider approving, *as part of the Consent Agenda*, Pay Request No. 2 for the Production Well No. 4 project. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to approve Pay Request No. 2 to Keys Well Drilling Company in the amount of $26,885.00, for the Production Well No. 4 Project"

ATTACHMENT(S):

1. Partial Pay Estimate No. 2.

PROJECT PAY FORM

PARTIAL PAY ESTIMATE NO. 2	**FOCUS** ENGINEERING, inc.
PRODUCTION WELL NO. 4 **PROJECT NO. 2013.125**	PERIOD OF ESTIMATE FROM **8/1/2013** TO **8/31/2013**

PROJECT OWNER: **CITY OF LAKE ELMO** **3800 LAVERNE AVENUE NORTH** **LAKE ELMO, MN 55042** **ATTN: JACK GRIFFIN, P.E., CITY ENGINEER**	CONTRACTOR: **KEYS WELL DRILLING CO.** **1156 HOMER ST** **ST. PAUL, MN 55116** **ATTN: JEFFREY KEYS**

CONTRACT CHANGE ORDER SUMMARY

No.	Approval Date	Amount	
		Additions	Deductions
TOTALS		$0.00	$0.00
NET CHANGE		$0.00	

PAY ESTIMATE SUMMARY

1. Original Contract Amount	$304,800.00
2. Net Change Order Sum	$0.00
3. Revised Contract (1+2)	$304,800.00
4. *Work Completed	$47,175.00
5. *Stored Materials	$0.00
6. Subtotal (4+5)	$47,175.00
7. Retainage* 5.0%	$2,358.75
8. Previous Payments	$17,931.25
9. Amount Due (6-7-8)	**$26,885.00**

Detailed Breakdown Attached

CONTRACT TIME

START DATE:	**7/8/2013**	ORIGINAL DAYS	123	ON SCHEDULE	
SUBSTANTIAL COMPLETION:	**10/25/2013**	REVISED DAYS	0	YES	X
FINAL COMPLETION:	**11/8/2013**	REMAINING	69	NO	

ENGINEER'S CERTIFICATION:
The undersigned certifies that the work has been reviewed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

FOCUS Engineering, inc.

ENGINEER

9/09/2013

DATE

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR

BY

9/9/13

DATE

APPROVED BY OWNER: **CITY OF LAKE ELMO, MINNESOTA**

BY

DATE

BY

DATE

PARTIAL PAY ESTIMATE NO. 2

PRODUCTION WELL NO. 4
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.125

FOCUS ENGINEERING, inc.

ITEM	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT			THIS PERIOD		TOTAL TO DATE	
			QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	MOBILIZATION / SITE WORK	LS	1	$26,000.00	$26,000.00	0.25	$6,500.00	0.50	$13,000.00
2	SILT FENCE	LF	550	$5.00	$2,750.00	-	$0.00	275.00	$1,375.00
3	24-INCH STEEL CASING	LF	95	$200.00	$19,000.00	34.00	$6,800.00	89.0	$17,800.00
4	24-INCH OPEN HOLE	LF	110	$125.00	$13,750.00	120.00	$15,000.00	120.0	$15,000.00
5	18-INCH STEEL CASING	LF	210	$80.00	$16,800.00	-	$0.00	-	$0.00
6	18-INCH OPEN HOLE	LF	85	$60.00	$5,100.00	-	$0.00	-	$0.00
7	GROUT	CY	50	$410.00	$20,500.00	-	$0.00	-	$0.00
8	EXPLOSIVES	LB	400	$28.00	$11,200.00	-	$0.00	-	$0.00
9	REMOVAL OF ROCK	CY	750	$70.00	$52,500.00	-	$0.00	-	$0.00
10	AIR SURGING MOBILIZATION	LS	1	$4,500.00	$4,500.00	-	$0.00	-	$0.00
11	AIR SURGING DEVELOPMENT	HRS	125	$210.00	$26,250.00	-	$0.00	-	$0.00
12	TELEVISION SURVEY	LS	1	$1,400.00	$1,400.00	-	$0.00	-	$0.00
13	TEST PUMP MOBILIZATION & INSTALL.	LS	1	$5,000.00	$5,000.00	-	$0.00	-	$0.00
14	TEST PUMPING	HRS	80	$140.00	$11,200.00	-	$0.00	-	$0.00
15	TEST PUMPING DISCHARGE PIPE	LF	2,500	$5.50	$13,750.00	-	$0.00	-	$0.00
16	SAND CONTENT TESTS	EA	5	$50.00	$250.00	-	$0.00	-	$0.00
17	CHEM. ANALYSIS & BACT. TEST	LS	1	$4,500.00	$4,500.00	-	$0.00	-	$0.00
18	SOUNDS BARRIER CONSTRUCTION	SF	1,600	$8.00	$12,800.00	-	$0.00	-	$0.00
19	GAMMA LOG	EA	1	$800.00	$800.00	-	$0.00	-	$0.00
20	RESTORATION	LS	1	$3,500.00	$3,500.00	-	$0.00	-	$0.00
21	WELL PUMP	LS	1	$53,250.00	$53,250.00	-	$0.00	-	$0.00
TOTALS - BASE CONTRACT					**$304,800.00**		**$28,300.00**		**$47,175.00**

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 8

AGENDA ITEM: 2013 Crack Seal Project – Receive Contractor Quotes and Award Contract

SUBMITTED BY: Ryan Stempski, Assistant City Engineer

THROUGH: Dean A. Zuleger, City Administrator

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

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

- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to accept quotes and award a construction contract to Gopher State Sealcoat, Inc. in the lump sum amount of $25,765 for the 2013 Crack Seal Project. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the quotes and award a Construction Contract to Gopher State Sealcoat, Inc. in the amount of $25,765 for the 2013 Crack Seal Project."

STAFF REPORT:

In accordance with the City's annual street maintenance program, certain streets have been scheduled to be seal coated in 2014 (see attached Location Map and Street List). Best pavement management practices recommend these streets be crack sealed in advance of the seal coating treatment. Therefore, staff has solicited contractor quotes to complete the crack sealing this fall.

Quotes were solicited from 3 qualified contractors and 2 quotes were received on September 12, 2013. Gopher State Sealcoat, Inc. submitted the lowest quote of $25,765 for the project. See attached tabulation for a breakdown of the quotes received.

The Engineer's estimate of probable cost was $30,000. The project will be funded through the Public Works Street Maintenance Fund. The Contractor will be asked to enter into a contract to complete the work using a contract form prepared by City staff. The work under this contract must be completed by October 31, 2013.

RECOMMENDATION:

Staff is recommending that the City Council consider, *as part of the Consent Agenda,* accepting the quotes and awarding a construction contract to Gopher State Sealcoat, Inc. in the amount of $25,765 for the 2013 Crack Seal Project. If removed from the consent agenda, the recommended motion for this action is as follows:

"Move to accept the quotes and award a Construction Contract to Gopher State Sealcoat, Inc. in the amount of $25,765 for the 2013 Crack Seal Project."

ATTACHMENT(S):

1. Project Location Map
2. Street List
3. Quote Tabulation

2013 CRACK SEAL PROJECT LOCATION MAP

2013 CRACK SEAL

THE CITY OF LAKE ELMO

City Hall
3800 Laverne Avenue N
651/777-5510
www.lakeelmo.org

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

Fire Stations
Station No. 1
3510 Laverne Ave N
651/770-5006

Station No. 2
4259 Jamaca Ave N
651/779-8882

Schools

Parcels

Subdivisions

City Parks

Golf Course

Lake Elmo Regional Park Reserve
Park Office
651/430-8368

Lakes

N W E S

0 0.15 0.3 0.6 Miles

Map Date: SEPTEMBER 2013

Created By:

FOCUS ENGINEERING, inc.

2013 CRACK SEAL PROJECT

Street Segment	From	To	Neighborhood	Length	Width	CDS	Area (SY)	Includes
HUDSON BLVD	CSAH 13 (INWOOD AVE)	COMMERCIAL ACCESS		520	80		4,622.22	
HUDSON BLVD	COMMERCIAL ACCESS	EAGLE POINT BLVD		560	62		3,857.78	
HUDSON BLVD	EAGLE POINT BLVD	END TURN LANES		350	45		1,750.00	
HUDSON BLVD	END TURN LANES	CSAH 19 (KEATS AVE)		7,270	36		29,702.22	Turn Lane
HUDSON BLVD	CSAH 19 (KEATS AVE)	CSAH 17 (LAKE ELMO AVE N)		5,638	36		22,552.00	
HUDSON BLVD	CSAH 17 (LAKE ELMO AVE)	CSAH 15 (MANNING TRAIL)		5,735	36		23,795.56	Turn Lane
JONQUIL AVE N	31ST ST N	SPLIT ENTRANCE (WEST)	Farms of Lake Elmo	205	20		444.17	
JONQUIL AVE N	31ST ST N	SPLIT ENTRANCE (EAST)	Farms of Lake Elmo	300	22		716.67	
JONQUIL AVE N	SPLIT ENTRANCE	MID SPLIT	Farms of Lake Elmo	846	24		2,256.00	
JONQUIL AVE N	JONQUIL AVE N	MID SPLIT (WEST)	Farms of Lake Elmo	513	20		1,111.50	
JONQUIL AVE N	JONQUIL AVE N	MID SPLIT (EAST)	Farms of Lake Elmo	597	20		1,412.39	Bumpout
JONQUIL AVE N	MID SPLIT	JONQUIL TRAIL (2ND SPLIT)	Farms of Lake Elmo	268	28		833.78	
JONQUIL TRAIL	WEST LOOP		Farms of Lake Elmo	1,602	26		4,539.00	
JONQUIL TRAIL	EAST LOOP		Farms of Lake Elmo	2,445	26		6,927.50	
IRONWOOD TRL N	INWOOD AVE	IRISH AVE	Tablyn Park	327	23		835.67	
IRONWOOD TRL N	IRISH AVE	27TH ST N	Tablyn Park	1,373	23		3,508.78	
IRISH AVE N	IRONWOOD TRAIL	27TH ST N	Tablyn Park	638	22		1,544.89	
27TH ST N	IRONWOOD TR N	CUL-DE-SAC	Tablyn Park	1,126	23	46	3,322.87	
27TH ST N	INWOOD AVE	IRISH AVE	Tablyn Park	1,106	34		4,117.89	
27TH STREET CT N	27TH ST N	CUL-DE-SAC	Tablyn Park	539	33	46	2,545.92	
28TH ST N	IRONWOOD TR N	IRISH AVE	Tablyn Park	676	23		1,689.25	
JULEP AVE N	TAPESTRY RD	45TH ST N	Tapestry at Charlotte's Grove	955	23		2,387.50	
TAPESTRY TRAIL	TAPESTRY ENTRANCE	TAPESTRY ROAD	Tapestry at Charlotte's Grove	1,024	26		2,958.51	
TAPESTRY ROAD	TAPESTRY ENTRANCE	TAPESTRY BEND	Tapestry at Charlotte's Grove	5,790	22		14,346.33	
TAPESTRY BEND	TAPESTRY ROAD	CUL-DE-SAC	Tapestry at Charlotte's Grove	1,364	26		4,864.31	Turn Around
TAPESTRY HILL	TAPESTRY ROAD	CUL-DE-SAC	Tapestry at Charlotte's Grove	786	26		3,954.72	Turn Around
TAPESTRY GROVE	TAPESTRY ROAD	CUL-DE-SAC	Tapestry at Charlotte's Grove	559	28		2,539.11	Turn Around
TOTALS:				43,111			153,136.55	

TABULATION OF QUOTES

FOCUS ENGINEERING, inc.

2013 CRACK SEAL PROJECT
CITY OF LAKE ELMO, MINNESOTA
PROJECT NO. 2013.119

QUOTES RECEIVED BY: SEPTEMBER 12 2013, AT 12:00 NOON

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	ENGINEER'S ESTIMATE UNIT PRICE	ENGINEER'S ESTIMATE TOTAL AMOUNT	Gopher State Seal Coat, Inc. UNIT PRICE	Gopher State Seal Coat, Inc. TOTAL AMOUNT	Fahrner Asphalt Sealers, LLC UNIT PRICE	Fahrner Asphalt Sealers, LLC TOTAL AMOUNT	ACI Asphalt Contractors, Inc. UNIT PRICE	ACI Asphalt Contractors, Inc. TOTAL AMOUNT
1	ROUT AND SEAL CRACKS	1	LS	$ 30,000.00	$ 30,000.00	$ 25,765.00	$ 25,765.00	$ 64,850.00	$ 64,850.00	Did not submit	
	TOTAL				$ 30,000.00		$ 25,765.00		$ 64,850.00		$ -

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
CONSENT
ITEM #: 9

AGENDA ITEM: Approval of Resolution No. 2013-76, A Resolution Amending Schedule of Municipal Fees

SUBMITTED BY: Beckie Gumatz, Deputy Clerk

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk

SUGGESTED ORDER OF BUSINESS

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

SUMMARY AND ACTION REQUESTED:

During a recent fee schedule audit, it was discovered that a fee should have been removed at the end of 2011. It is staff's recommendation to amend the City's fee schedule regarding AG Sales & Entertainment Interim Use Permit (IUP) fees. City Council is respectfully requested to consider approval of Resolution No. 2013-76, A Resolution Amending the Schedule of Municipal Fees. **As part of the Consent Agenda, no formal motion is needed.** If the Council wishes to further discuss the topic, they can remove this item from the Consent Agenda and approve the Resolution by taking the following action or amending as necessary:

"Move to approve Resolution No. 2013-76, A Resolution Amending Schedule of Municipal Fees, as presented herein."

BACKGROUND AND STAFF REPORT:

A separate fee was established for Interim Use Permits (IUP) for AG Sales and Entertainment. This fee was scheduled to be removed from the city's Fee Schedule at the end of 2011. During a recent staff fee schedule audit, it was discovered that this fee was never removed. Staff recommends removing it at this time.

RECOMMENDATION:

City Council is respectfully requested to consider approval of Resolution No. 2013-76, A Resolution Amending the Schedule of Municipal Fees. **As part of the Consent Agenda, no**

formal motion is needed. If the Council wishes to further discuss the topic, they can remove this item from the Consent Agenda and approve the Resolution by taking the following action or amending as necessary:

"Move to approve Resolution No. 2013-76, A Resolution Amending Schedule of Municipal Fees, as presented herein."

ATTACHMENTS:

1. *Resolution No. 2013-76*
2. *Page 4 of Fee Schedule*

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-76

RESOLUTION REVISING FEE SCHEDULE

WHEREAS, the City of Lake Elmo has established by city code that certain fee requirements established be brought forth by resolution; and

WHEREAS, a fee was scheduled to be removed at the end of 2011 and was not;

WHEREAS, it is appropriate that the fee schedule be revised to show that the fee has now been removed.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lake Elmo that the attached Revised City of Lake Elmo Fee Schedule is hereby adopted and approved.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF LAKE ELMO THIS SEVENTEETH DAY OF SEPTEMBER, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

ATTEST:

_____
Adam Bell
City Clerk

THE CITY OF LAKE ELMO

City of Lake Elmo Fee Schedule 2013

APPLICATION/FEE/PERMIT TYPE	2013 FEE	ESCROW OR ADDITIONAL CHARGE	DEPARTMENT
Interim Use Permit (IUP)			Planning
Fee	$1,050.00		Planning
Renewal	$300.00		Planning
~~AG Sales/Entertainment~~	~~$250.00~~		~~Planning~~
Liquor License			Licensing
Club On-Sale Intoxicating	$100.00		Licensing
On-Sale Intoxicating	$1,500.00		Licensing
Off-Sale Intoxicating	$200.00		Licensing
Off-Sale Non-Intoxicating	$150.00		Licensing
On-Sale Intoxicating- 2nd Building	$750.00		Licensing
On-Sale Non-Intoxicating	$100.00		Licensing
On-Sale Investigation	$350.00		Licensing
On-Sale Sunday Intoxicating	$200.00		Licensing
Temporary Non-Intoxicating	$25.00		Licensing
Wine	$300.00		Licensing
Lot Line Adjustment	$325.00		Planning
Manufactured Home Parks			Planning
Fee	$1,000.00		Planning
New	$1,200.00	Plus $2,500.00 Fee Escrow	Planning
Move home out of the city	$200.00	Plus $5.00 Surcharge (State Mandated)	Building
Move home into the city	$200.00	Plus $5.00 Surcharge (State Mandated)	Building
Massage Therapy Premises License			Licensing
Application Fee	$100.00		Licensing
Investigation Fee	$100.00		Licensing
Massage Therapy Practitioner License			Licensing
Application Fee	$50.00		Licensing
Investigation Fee	$25.00		Licensing
Massage Therapy Premises License Renewal	$50.00		Licensing
Massage Therapy Practitioner License Renewal	$25.00		Licensing
Massage Therapy License Amendment	$50.00		Licensing
Minor Subdivision	$525.00		Planning

THE CITY OF LAKE ELMO

MAYOR & COUNCIL COMMUNICATION

DATE: 09/17/2013
REGULAR
ITEM #: 10

AGENDA ITEM: Infrastructure Debt Participation Policy

SUBMITTED BY: Dean Zuleger, City Administrator

THROUGH: Mayor Pearson

REVIEWED BY: Finance Director Cathy Bendel, Attorney Dave Snyder, Engineer Jack Griffin and Paul Donna, Financial Advisor

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SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Public Comment (20 Minutes) ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

SUMMARY AND ACTION REQUESTED:

The City Council of Lake Elmo has informally established a policy that requires private developers using the City's bonding authority to be responsible for 100% of the debt service proportional to their development. The Council is requested to adopt a formal policy based on this sentiment and to be consistent with our current assessment policy. The recommended motion for this action is as follows:

"Move to adopt the City of Lake Elmo Infrastructure Debt / Cost Recovery Policy for the Participation in Private Development as a component of the City's overall debt management and assessment policy"

BACKGROUND INFORMATION:

At the advent of Metropolitan Council mandated growth, the City has been asked to use its bonding authority to provide the financing for private development. During a recent discussion of the 2013-2018 Capital Improvement Budget, the Council stressed the importance of protecting

the taxpayer by having the developer commit to 100% responsibility of the debt service obligation through a variety of means. Similarly, in discussions with the City's bond counsel and bond rater it has become necessary that the City Council adopt a formal policy that secures all borrowing. The following policy takes into account all aspects of private development and the security of debt service obligation. In addition, it guides developer agreements, development review and tax deferrals that will allow the City to recover 100% of associated private developer obligations needed to secure City bonding.

STAFF RECOMMENDATION:
Staff recommends the following motion:

"Move to adopt the City of Lake Elmo Infrastructure Debt / Cost Recovery Policy for the Participation in Private Development as a component of the City's overall debt management and assessment policy"

ATTACHMENTS:

1. Infrastructure Debt/Cost Recovery Policy for Participation in Private Development Memo

CITY OF LAKE ELMO
INFRASTRUCTURE DEBT / COST RECOVERY POLICY FOR PARTICIPATION IN PRIVATE DEVELOPMENT

PURPOSE

The City of Lake Elmo has determined that stewardship of the tax dollar in a time of growth is the single most important fundamental when it comes to public and private improvement projects that require the bonding. Recognizing that the issuance of debt is a mechanism which allows capital improvements to proceed when necessary, mitigate inflation and equalize costs, the City of Lake Elmo wishes to utilize its bonding authority in the advancement of the community as securely as possible. In its due diligence, the City of Lake Elmo has investigated best practices for the issuance of debt for infrastructure improvement for both public and private practices. As a result the City of Lake Elmo deems it prudent to adopt an infrastructure debt participation policy for private development that makes re-payment / debt service incumbent on the party best being served by the infrastructure placement. (*Note: The City of Lake Elmo has adopted a formal assessment policy for public improvements adopted by Resolution No. 2010-063 on: November 16, 2010).*

The infrastructure debt participation policy for private development recognizes that the City financing offers development an opportunity to quietly enjoy a more attractive rate for the time and use of money, amortizes the repayment of the debt (via assessment) over a longer period of time, and affords investors of the debt a tax exempt status to maximize their investment. For the privilege of utilizing City bonding authority the City seeks debt repayment security in return. This security is meant to insure debt repayment and maintain the City's current bond rating (Aa2).

POLICY STATEMENT – INFRASTRUCTURE FOR PRIVATE DEVELOPMENT

The City of Lake Elmo determines that its decision to issue debt for infrastructure must be accompanied by a plan for debt repayment that includes sources of revenue that comes from the collection of payments (based on proportionate benefit) from property owners and /or users of the infrastructure to be financed. In this declaration, the City of Lake Elmo acknowledges that this participation can occur in the following manner:

1. Initiated by the City with an assessment at proportional assignment;

2. Initiated by Landowner Petition as Prescribed by MN State Statutes;

3. Developer Agreement guaranteed by an irrevocable letter of credit for 125% the face value of the total project costs;

4. Other agreements that allow for the 100% assignment of debt service to the benefitting party;

5. Payment of development fees, including for example water and sanitary sewer truck line availability charges and connections fees.

6. The City will contractually require the parcels involved in the development of projects where the City has issued debt be removed from any property tax deferral program that may impede the collection of annual assessments needed to meet debt service obligations.

In the event that infrastructure placement for private development is deemed to have a greater public purpose for the community as a whole, the City of Lake Elmo, in consult with its City Engineer, will assign a proportionate percentage of the overall infrastructure placement costs to itself with debt payment coming from general tax dollars or appropriate enterprise funds. Items that may qualify for City participation in debt service in a private development may include but are not limited to:

1. The oversizing of utility infrastructure such as water main, sewer pipes, storm water facilities;

2. The improvement of transmission of utilities throughout the community such as wells and treatment facilities, water booster stations, sewer lift stations, and water reservoirs;

3. The improvement of roadways to facilitate traffic flow and promote traffic safety;

4. Other infrastructure features that may have a benefit to the community outside of the affected development.

If the City of Lake Elmo agrees that an infrastructure project has benefit to the community beyond the affected development, it shall declare the benefit in writing via the developer's agreement before the project commences and bonding is complete.

PROJECT REVIEW

The City of Lake Elmo also acknowledges that private development must adhere to the Ordinances and Codes of the community and to do so will require a review investment by the City Staff. Accordingly, the City of Lake Elmo will require that all private development enter into an Fee Escrow Agreement that reimburses the City for all substantial review costs associated

with private development's compliance with City Codes & Ordinances. No advanced technical review shall take place (after initial concept review) prior to the signing of an Escrow Agreement and the terms of the Agreement must be met throughout the project.

PROJECT SECURITY RELEASE

The City Council of Lake Elmo, under no circumstances, shall not release any performance bond, performance retainage, letter of credit or any other project security until the terms of the development agreement have been met and all Escrow Review funds have been paid.

MOODY'S
INVESTORS SERVICE

New Issue: Moody's assigns Aa2 to Lake Elmo's (MN) $5.7M GO Bonds, Series 2013A

Global Credit Research - 05 Sep 2013

Aa2 applies to $15.6M of post-sale GOULT debt

LAKE ELMO (CITY OF) MN
Cities (including Towns, Villages and Townships)
MN

Moody's Rating

ISSUE	RATING
General Obligation Bonds, Series 2013A	Aa2
Sale Amount $5,725,000	
Expected Sale Date 09/11/13	
Rating Description General Obligation	

Moody's Outlook NOO

Opinion

NEW YORK, September 05, 2013 --Moody's Investors Service has assigned a Aa2 rating to the City of Lake Elmo's (MN) $5.7 million General Obligation Bonds, Series 2013A. Concurrently, Moody's has affirmed the Aa2 rating on $15.6 million of the city's post-sale general obligation debt. The series 2013A bonds are secured by the city's general obligation unlimited tax pledge, and proceeds of the bonds will finance water and sewer improvements within the city.

SUMMARY RATING RATIONALE

The Aa2 rating reflects the moderately-sized but affluent tax base located in the Twin Cities metro region; strong finances supported by conservative budgeting, annual surpluses, and healthy unreserved fund balance; low direct debt burden and favorable pension liability.

STRENGTHS

- Affluent tax base favorably located in Twin Cities metropolitan area

- Maintenance of healthy General Fund reserves and liquidity

CHALLENGES

- Trend of declining tax base valuations

- Small tax base size relative to others in the rating category

DETAILED CREDIT DISCUSSION

MODERATELY-SIZED AND AFFLUENT TAX BASE NEAR THE TWIN CITIES

The city's tax base is expected to grow in the medium term despite recent trends of valuation declines due to its favorable location within the Twin Cities metropolitan area and large amount of land available for development. Located in Washington County (general obligation rated Aaa/stable outlook), the city lies along the eastern edge of the metropolitan region, and is one of only a few communities in the area with a large amount of land available for development. The city's full value of $1.1 billion has experienced several years of declines due to residential

housing depreciation. Large declines of 9.0% and 5.7% occurred in 2010 and 2011, respectively due to depreciation as well as a legislative change that occurred in 2011. However, depreciation has begun to taper off and the city experienced a more moderate 3.0% decline in 2012 and then a 0.1% increase in 2013. City officials report that approximately 45% of the city's land is available for development, and, of that available land, 60% will be developed within the next 5-7 years. Management reports that seven separate residential developments are planned and several have been platted. City officials project a $423 million increase in valuation over seven years, or approximately $60 million per year, solely from these residential developments. Given the planned development for the area, it is expected that the tax base will experience substantial growth in the medium term.

Lake Elmo is primarily a bedroom community with the majority of residents commuting to employment opportunities throughout the Twin Cities area. Based upon assessed value, the city is 79% residential and 19% commercial and industrial. The largest employer of city residents is 3M Company (senior unsecured rated Aa2/stable outlook), which is headquartered in nearby Maplewood (Aa1) and employs approximately 10,000. The city was party to a lawsuit along with the State of Minnesota seeking damages from 3M for allowing perfluorochemicals (PFCs) to leach into groundwater in Washington County over several decades. Recently, the city entered a tolling agreement in order to begin substantive negotiations with 3M about the current groundwater conditions. The tolling agreement allows the city to negotiate with 3M, but waives the statute of limitations should the city decide to return to litigation. Conservatively, the city has not included any potential settlement money in its budget projections, and will use any such funds for one time expenditures or to pay debt service. Management reports that the city's other major employers and taxpayers remain stable.

The city has experienced ongoing population growth in recent decades, including 17.6% growth between 2000 and 2010, and the Metropolitan Council (Aaa/stable outlook) estimates that the city's 2010 population of 8,069 could grow to 24,000 by 2030. Washington County's unemployment rate of 4.8% in June of 2013 remained below the national (7.8%) and state (5.2%) levels for same period. Lake Elmo's resident income levels significantly exceed those of the nation, with median family income equivalent to 186.1% and per capital income equivalent to 157.5% of the nation according to 2006 to 2010 estimates from the American Community Survey.

STABLE FINANCIAL OPERATIONS SUPPORTED BY HEALTHY RESERVES

The city's financial operations are expected to remain stable given its history of sound financial management and maintenance of healthy General Fund liquidity and reserves. The city has a demonstrated history of conservative financial management, having closed the past six fiscal years with modest operating surpluses. Management attributes the surpluses to conservative budgeting of both revenues and expenditures. The city closed fiscal 2012 with a $525,000 operating surplus and a General Fund balance of $3.4 million, or a substantial 105.3% of revenues. Approximately $1 million of the city's fund balance is reserved for an advance made several years ago to help finance the initial planning for the Old Village redevelopment project. The project stalled during the economic downturn and then was stopped completely. The city plans to write-off $200,000 in both 2013 and 2014, which will reduce the non-spendable portion of the fund balance. A portion of the advance will remain as it is attributable to water and sewer improvements that are part of the current issuance. Despite these advances, General Fund liquidity remains healthy, with 2012 unrestricted cash and investments totaling $2.1 million, or 65.1% of revenues. Likewise, the city's fiscal 2012 unassigned fund balance of $2.4 million, which is equivalent to 73.9% of revenues, remains healthy and above the city's policy of maintaining undesignated fund balance at or above 50% of the next year's budgeted tax revenues. Management projects that fiscal 2013 will result in modest $120,000 surplus. City officials expect the tax levy and tax rate to remain flat in 2014 with balanced to modestly surplus operations.

Property taxes comprise 78% of Lake Elmo's revenues, and the city's collection rate is high with few appeals. The city does not receive any local government aid; therefore, it is not subject to any risk associated with budgetary pressures at the state. A property tax rate limit is in place for 2014; however, officials report this will not impact Lake Elmo as it expect to maintain operations under the same rate as the previous year.

MODERATE DEBT BURDEN WITH ADDITIONAL BORROWING PLANNED

Currently, the city's direct debt burden is a moderate 0.9% of full value, and though some additional borrowing is planned, the debt burden is expected to remain manageable given long-term plans of growth. Debt service was 18.8% of revenues in 2012; however, nearly one half of the city's outstanding general obligation debt is supported by water or sewer revenue, reducing the impact on the city's general tax levy. Due to the substantial growth that is planned within the city, management expects to borrow an additional $9M over the course of the next five years. It is likely that much of this debt would also be supported by water and sewer revenues. Assuming there was no change in full value, the city's debt burden would increase to an above average but manageable 1.7% of full value. Amortization of existing debt is average, with 65.7% of principal expected to be retired within ten years. All of the

city's outstanding debt is fixed rate, and the city is not a party to any interest rate swap agreements.

Lake Elmo has a favorable employee pension burden, based on unfunded liabilities for its participation in one multiple-employer cost-sharing plan administered by the state and a single employer plan administered by the Lake Elmo Volunteer Firefighter's Relief Association. Reported unfunded pension liabilities include an estimated $703,000 for Lake Elmo's portion of the statewide General Employees Retirement Funds (GERF) as of June 30, 2011, and no unfunded liability for Lake Elmo Volunteer Firefighter's Relief Association which has a funded ratio of 118.2% as of December 31, 2010. The city has consistently made its required contributions to these pension plans, which was a total of $104,000 in 2011 or 2.9% of operating revenues.

Moody's adjusted net pension liability (ANPL) for the city, under our methodology for adjusting reported pension data, is $1.6 million, or a moderate 0.47 times operating revenues, compared to just below 1 times on average in the sector. The ANPL for the city's share of GERF is $1.8 million, and the ANPL for the Lake Elmo Volunteer Firefighter's Relief Association is -$177,000, indicating the plan is currently fully funded. Moody's ANPL reflects certain adjustments we make to improve comparability of reported pension liabilities. The adjustments are not intended to replace Lake Elmo's reported liability information, but to improve comparability with other rated entities. We determined Lake Elmo's share of liability for GERF in proportion to its contributions to the plan.

WHAT COULD CHANGE THE RATING - UP

- Growth in the city's tax base to levels consistent with higher-rated entities

- Maintenance of healthy financial reserves and liquidity

WHAT COULD CHANGE THE RATING - DOWN

- Deterioration of the tax base or weakening of the demographic profile

- Material declines in the city's financial reserves

- A significant increase in the city's net direct debt burden

KEY STATISTICS

Population (2010 Census): 8,069 (17.6% increase since 2000)

2013 full valuation: $1.1 billion (2.5% five-year average annual decrease)

Estimated full value per capita: $135,566

2006-2010 American Community Survey median family income as a % of nation: 186.1%

2006-2010 American Community Survey per capita income as a % of nation:157.5%

Unemployment rate for Washington County (June 2013): 4.8% (Minnesota: 5.2%; U.S.: 7.8%)

Fiscal 2012 General Fund balance: $3.2 million (105.3% of revenues)

Fiscal 2012 unassigned General Fund balance: $2.4 million (73.9% of revenues)

Fiscal 2013 net cash and investments: $2.1 million (65.1% of revenues)

Overall debt burden as a % of full value (direct): 2.7% (0.9%)

Payout of principal (10 years): 65.7%

Post-sale general obligation debt outstanding: $15.6 million ($14.4 million rated by Moody's)

Moody's ANPL (2011): $1.7M (0.47x fiscal 2011 operating revenues)

PRINCIPAL METHODOLOGY

The principal methodology used in this rating was General Obligation Bonds Issued by US Local Governments published in April 2013. Please see the Credit Policy page on www.moodys.com for a copy of this methodology.

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INVESTORS SERVICE

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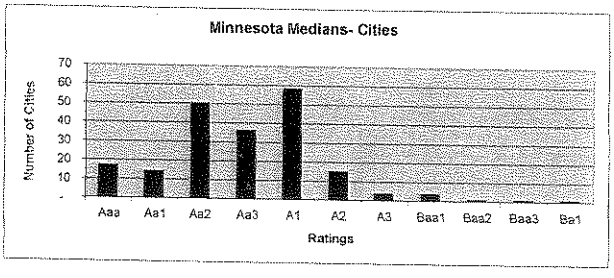
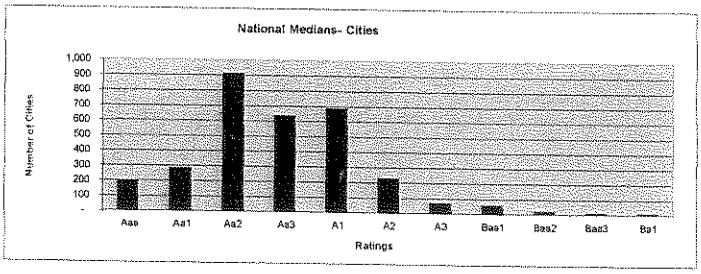
MOODY'S
INVESTORS SERVICE

As of 7/11/2013	MINNESOTA MEDIANS- CITIES*										
Total Entities Rated 201	17	14	50	36	58	15	4	4	1	1	1
	Aaa	**Aa1**	**Aa2**	**Aa3**	**A1**	**A2**	**A3**	**Baa1**	**Baa2**	**Baa3**	**Ba1**
Financial Statistics & Ratios											
Total GF Revenues ($000)	$ 29,333	$ 14,836	$ 9,813	$ 5,014	$ 2,384	$ 1,848	$ 1,709	$ 1,921	216.0	688.0	4,709.0
GF Balance as % of Revenues	45.6	47.6	59.8	58.1	62	66.4	52.5	32.3	71.9	48.6	62.2
Unreserved GF Balance as % of Rev	44.4	44.4	53.3	48.8	54.7	56.2	47.1	19.7	53.7	62.0	54.3
Unrsvd, Undesig. GFB as % of Rev	28.8	20.7	23.5	25	39.6	23.4	16.8	17.6	25.9	14.0	N/A
Tax Base Statistics and Ratios											
Total Full Value ($000)	$7,393,126	$3,245,733	$1,462,804	$ 747,522	$ 242,454	$ 141,476	$ 101,818	$ 136,419	33,951.0	58,588.0	########
Full Value Per Capita ($)	$ 117,375	$ 87,807	$ 87,118	$ 66,777	$ 57,979	$ 48,484	$ 62,487	$ 39,026	51,131.0	43,723.0	95,663.0
Average Annual Increase in FV (%)	-2.4	-3.5	-1.3	-0.8	-2.6	-4	-1.6	-3.3	(2.5)	(3.0)	(6.3)
Top Ten TaxPayers as % of Total	8.4	9.5	10	12.2	16.6	16.9	14.9	28	12.8	26.8	19.3
Debt Statistics & Ratios											
Direct Net Debt as % of Full Value	0.8	0.7	1.1	2.1	2.9	4.7	2.6	11.5	6.1	4.8	3.0
Direct Net Debt Per Capita ($)	$ 847	$ 688	$ 985	$ 1,506	$ 1,357	$ 2,276	$ 1,365	$ 4,988	3,096.0	1,934.0	2,913.0
Debt Burden (Overall Net Debt as % FV	2.6	2.7	3.3	4.6	6	7.1	7.5	13	6.5	5.7	7.9
Overall Net Debt Per Capita ($)	$ 3,496	$ 3,403	$ 2,583	$ 3,860	$ 3,454	$ 3,596	$ 3,300	$ 5,698	3,889.0	2,289.0	7,598.0
Debt Service as % of OE	18.8	16.9	22.2	24.4	22.7	36.9	22.5	38.3	50.1	30.0	20.5
Payout, 10 Yrs	81.9	79.8	85.2	80.9	79.9	75.6	89.9	84.3	90.3	72.2	46.2
Demographic Statistics											
Population 2010 Census	60,306	31,091	20,084	11,070	4,317	3,599	2,062	3,478	664.0	1,340.0	12,302.0
PCI as % of U.S. (2000 Census)	139.7	110.6	112.1	93.1	86.9	83.6	91.6	82.5	80.1	79.7	143.1
MFI as % of U.S. (2000 Census)	158.5	133.1	122	107.9	100.9	96.9	103.1	91.2	98.1	95.9	148.2
Population Change 2000-2010 (%)	1.1	-0.5	8.7	12.7	14.2	8.1	10.8	1.0	(4.7)	1.1	(5.9)
Median Home Value (2000 Census)	$ 160,300	$ 134,750	$ 138,750	$ 119,350	$ 95,100	$ 83,600	$ 97,000	$ 70,350	102,900.0	83,700.0	143,800.0
Poverty Rate (%) (2000 Census)	3.3	2.8	4.9	5.2	7.9	8.1	6.1	9.7	2.5	4.4	3.2

As of 7/11/2013	NATIONAL MEDIANS- CITIES*										
Total Entities Rated 3094	197	281	909	634	683	226	66	57	20	11	10
	Aaa	**Aa1**	**Aa2**	**Aa3**	**A1**	**A2**	**A3**	**Baa1**	**Baa2**	**Baa3**	**Ba1**
Financial Statistics & Ratios											
Total GF Revenues ($000)	$ 49,071	$ 36,741	$ 22,875	$ 14,267	$ 7,722	$ 5,240	$ 7,258	$ 6,608	$ 8,637	$ 15,357	$ 38,611
GF Balance as % of Revenues	36.8	33.7	32.9	32.1	33.2	24.1	14.8	15.4	7.5	10.8	(5.9)
Unreserved GF Balance as % of Rev	29.6	25.8	24.5	25.3	24.5	20.1	11.7	10.8	$ 12	5.5	(7.8)
Unrsvd, Undesig. GFB as % of Rev	18.1	19.4	19.9	21.0	21.0	17.0	10.1	10.5	11.7	5.5	(13.4)
Tax Base Statistics and Ratios											
Total Full Value ($000)	$6,426,135	$4,414,661	$2,571,395	$1,359,798	$ 667,966	$ 433,099	$ 482,915	$ 365,021	$ 812,075	$1,368,246	$1,484,332
Full Value Per Capita ($)	$ 181,229	$ 135,077	$ 108,149	$ 90,037	$ 66,866	$ 54,562	$ 54,433	$ 45,147	$ 55,249	$ 78,894	$ 65,130
Average Annual Increase in FV (%)	0.8	0.7	1.3	1.5	1.3	1.3	0.6	1.8	3.6	1.8	(1.9)
Top Ten TaxPayers as % of Total	7.3	6.9	8.0	8.7	10.7	12.2	12.9	12.2	9.2	9.6	12.2
Debt Statistics & Ratios											
Direct Net Debt as % of Full Value	0.7	0.8	0.8	0.9	1.1	1.7	2.3	2.3	2.6	1.8	3.2
Direct Net Debt Per Capita ($)	$ 1,285	$ 1,225	$ 991	$ 858	$ 792	$ 1,048	$ 1,140	$ 1,142	$ 1,318	$ 1,474	$ 1,383
Debt Burden (Overall Net Debt as % FV	2.0	2.4	2.4	2.6	3.0	4.0	4.6	4.3	4.2	4.9	5.1
Overall Net Debt Per Capita ($)	$ 3,861	$ 3,282	$ 2,668	$ 2,417	$ 2,149	$ 2,174	$ 2,509	$ 2,410	$ 2,238	$ 3,183	$ 2,786
Debt Service as % of OE	9.8	9.3	8.7	8.2	8.8	9.2	11.3	9.1	7.7	8.9	7.7
Payout, 10 Yrs	79.9	76.8	78.4	78.9	81.8	81.4	74.1	73.8	73.5	69.9	51.3
Demographic Statistics											
Population 2010 Census	37,099	32,971	22,888	15,405	8,970	7,677	9,084	8,913	13,380	13,926	30,508
PCI as % of U.S. (2000 Census)	184.0	146.0	119.5	102.6	91.2	82.0	80.2	79.7	71.0	88.1	88.1
MFI as % of U.S. (2000 Census)	183.9	154.1	129.5	113.4	100.3	86.8	85.5	79.1	76.4	95.9	96.7
Population Change 2000-2010 (%)	4.0	5.7	5.7	7.0	4.2	1.0	2.2	(0.1)	6.4	1.1	(0.6)
Median Home Value (2000 Census)	$ 237,500	$ 190,750	$ 155,450	$ 125,700	$ 103,500	$ 85,000	$ 87,450	$ 74,000	$ 96,550	$ 101,200	$ 111,600
Poverty Rate (%) (2000 Census)	3.5	4.0	5.0	6.7	8.1	11.6	12.5	14.3	16.7	11.4	10.7

*Note: The following tax-backed debt was used to determine sample size: issuer LT rating, LT SR GO, LT SR GOLT, LT SR GOREV.





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THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: 09/17/2013
REGULAR
ITEM #: 12

AGENDA ITEM: Initiate the Lake Elmo Avenue Trunk Watermain Improvements – Authorize the Preparation of a Feasibility Report

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director
Chad Isakson, Project Engineer

SUGGESTED ORDER OF BUSINESS:

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

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider initiating the Lake Elmo Avenue Trunk Watermain Improvements for 2014 construction by authorizing FOCUS Engineering to prepare a Feasibility Report in the estimated not to exceed amount of $5,200. The report will satisfy Chapter 429 requirements to specially assess benefitting properties. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-77, Ordering preparation of a Feasibility Report for the Lake Elmo Avenue Trunk Watermain Improvements in the not to exceed amount of $5,200."

STAFF REPORT:

Over the past several months staff has been meeting with property owners located between Hudson Blvd. and Cimarron along the east side of Lake Elmo Avenue who have expressed interest in developing their land. These properties are all immediately adjacent to the new gravity sanitary sewer line that is scheduled for construction this fall as part of the Lake Elmo Avenue Sewer Infrastructure Improvements.

In order to develop these properties, municipal water will also need to be extended to the area. The 2030 Water System Comprehensive Plan identifies water service to this area through the extension of trunk watermain south along Lake Elmo Avenue from the existing Village water system. This improvement has

been tentatively schedule for implementation in 2014, however the 2014 CIP has not been approved by council and no action has been taken to initiate the improvement.

On September 5, 2013, staff received a concept plan submittal from Ryland Homes for a 51 lot residential development. Within the submittal the developer makes a specific request to the City to serve the development with municipal water. Subsequently on September 12, 2013, Ryland Homes and Airlake Development, Inc., each submitted a letter to formally request the City of Lake Elmo to extend municipal water service in support of their proposed developments. The requests indicate a desire to have municipal water service available in 2014.

The draft 2014 Capital Improvement Plan identifies this improvement as the Lake Elmo Avenue Trunk Watermain Improvements with a high level preliminary cost estimate of $3.0 million. The improvement includes the extension of trunk watermain along Lake Elmo Avenue N., from the existing Village water system, south approximately 3 miles to the proposed 5th Street intersection. The proposed watermain route is shown on the attached location map.

Individual home service stubs and fire hydrants will be installed as a part of the project as the trunk watermain is extended past residential properties. The improvements will benefit the property owners by providing them the opportunity to connect to the municipal water system and will provide increased fire protection for the property. The feasibility report is necessary to satisfy the state required process to assess the benefiting property owners if the City wishes to levy assessments as part of the project.

Similar to the Keats MSA Street and Trunk Watermain Improvements, this project is being installed as part of the overall water system capital improvement plan, and not as a project to specifically deliver municipal water to the adjacent properties along the corridor between the Village and 10th Street. Therefore these properties are not required to pay 100% of the infrastructure extension costs as is seen in other utility extension projects, but the properties will receive benefit.

RECOMMENDATION:

Staff is recommending that the city council authorizes FOCUS Engineering, Inc. to prepare the Lake Elmo Avenue Trunk Watermain Improvements Feasibility Report in the estimated not to exceed amount of $5,200. The recommended motion for this action is as follows:

"Move to approve Resolution No. 2013-77, Ordering preparation of a Feasibility Report for the Lake Elmo Avenue Trunk Watermain Improvements in the not to exceed amount of $5,200."

ATTACHMENT(S):

1. Resolution No. 2013-77
2. Project Schedule
3. 2014-2018 Draft Water System CIP
4. Letter Request for Municipal Water – Ryland Homes
5. Email Request for Municipal Water – Airlake Development, Inc.

CITY OF LAKE ELMO
WASHINGTON COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2013-77

A RESOLUTION ORDERING PREPARATION OF A FEASIBILITY REPORT FOR THE LAKE ELMO AVENUE TRUNK WATERMAIN IMPROVEMENTS

WHEREAS, the 2014 water system capital improvement plan identifies the extension of trunk watermain along Lake Elmo Avenue North, from the existing Village water system, south approximately 3 miles to the proposed 5th Street intersection, to provide municipal water service to the developing properties in the I94 corridor; and

WHEREAS, it is proposed to provide connection service stubs to properties located adjacent to the trunk watermain improvements; and

WHEREAS, it is proposed to assess a portion of the cost of the improvements pursuant to the City's Special Assessment Policy and Minnesota Statutes, Chapter 429.

NOW, THEREFORE, BE IT RESOLVED,

1. FOCUS Engineering is instructed to complete a feasibility report in accordance with Minnesota Statutes, Chapter 429 for the proposed improvements, and to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SEVENTEENTH DAY OF SEPEMBER, 2013.

CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

_____
Adam Bell
City Clerk

PROJECT SCHEDULE

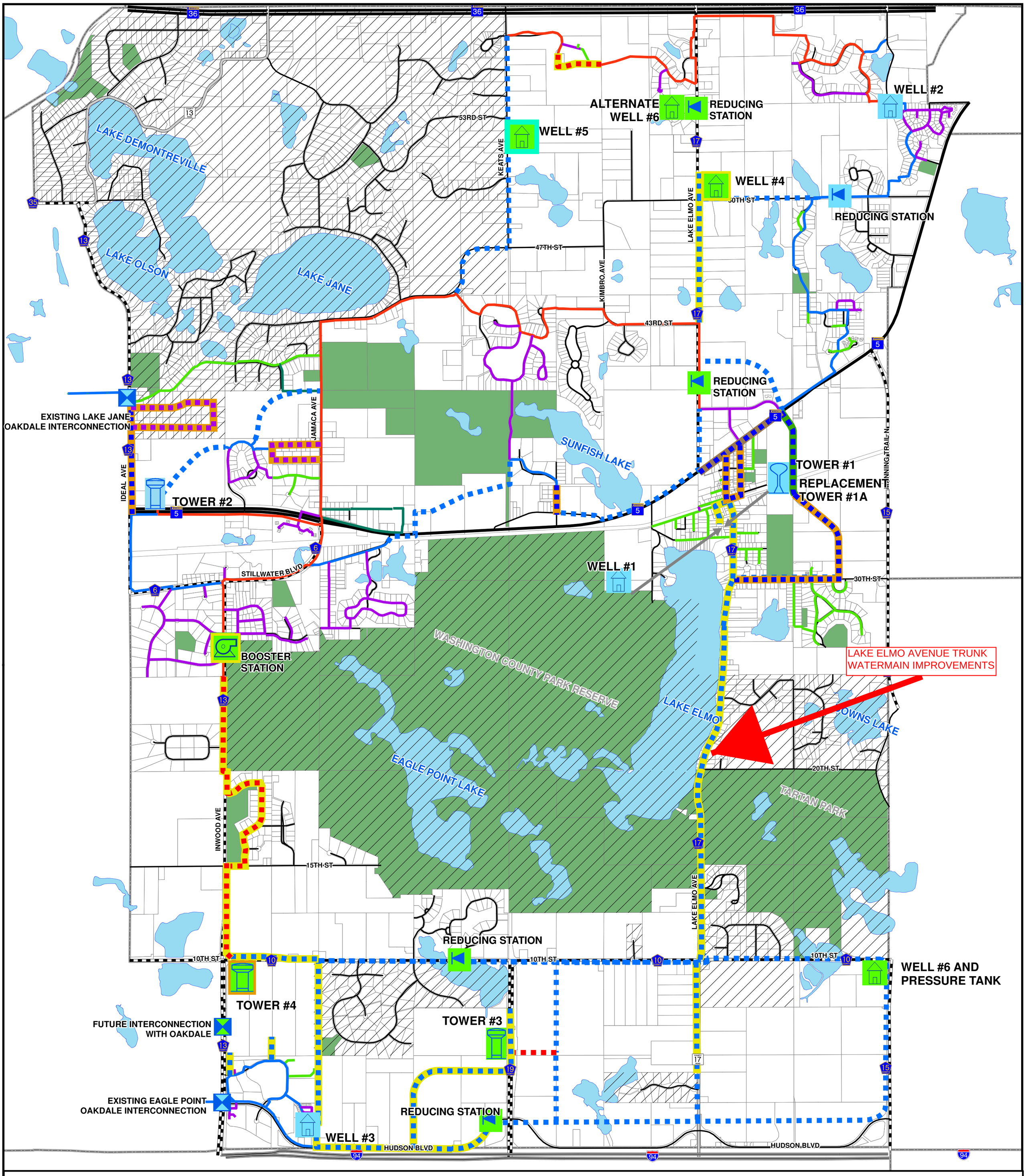
FOCUS ENGINEERING, inc.

Cara Geheren, P.E.	651.300.4261
Jack Griffin, P.E.	651.300.4264
Ryan Stempski, P.E.	651.300.4267
Chad Isakson, P.E.	651.300.4283

Project Title: Lake Elmo Avenue Trunk Watermain Improvements
Client: City of Lake Elmo
Project No.: 2013.1xx
Date: September 17, 2013

September 17, 2013	Council orders preparation of a Feasibility Report.
November 5, 2013	Presentation of Feasibility Report to Council. Council passes resolution receiving report and calling for a hearing on improvements to be held December 3, 2013.
November 21, 2013	Property owner meeting. Presentation of Report findings and recommendations.
December 3, 2013	Public Improvement Hearing. Council passes resolution ordering Improvement and preparation of Plans.
March 4, 2014	Approve Plans and Specifications and authorize advertisement for bids.
April 8, 2014	Accept Contractor Bids
April 15, 2014	Award Contract.
May 12, 2014	Conduct Pre-construction Meeting & Issue Notice to Proceed.
September, 2014	Substantial completion.
October, 2014	Final Completion Date. Record As-builts; Testing Results; and Final Recommendation Letter to City Engineer.

2014-2018 WATER SYSTEM CAPITAL IMPROVEMENT PLAN



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EXISTING WATERMAIN	PROPOSED WATERMAIN	CAPITOL IMPROVEMENT YEAR
16-INCH	16-INCH	2014
12-INCH	12-INCH	2015
8-INCH	8-INCH	2016
6-INCH		2017
4-INCH		2018

THE CITY OF LAKE ELMO

FOCUS ENGINEERING, inc.

MAY 2013

RYLAND HOMES®

TWIN CITIES DIVISION

7599 Anagram Drive
Eden Prairie, MN 55344

952.229.6000 Tel
952.229.6024 Fax

www.ryland.com

September 12, 2013

Kyle Klatt
Planning Director
City of Lake Elmo
3800 Laverne Ave. N.
Lake Elmo, MN 55042

RE: Request for Water Service Extension

Dear Mr. Klatt:

On September 5, 2013, Ryland Homes submitted a sketch plan application and requested a Comprehensive Plan Amendment for the Landucci property located on the east side of Lake Elmo Avenue. The 23 acre property is currently being used as a driving range with a short par-3 golf course. The proposed development is currently being planned for 51 single-family lots with internal drives, necessary ponding, a trail along the pond, and right-of-way to incorporate the new east/west collector per Lake Elmo's 5th Street Alignment Plan dated May 14, 2013.

The success of this project will greatly depend on the City of Lake Elmo extending public utilities to the property to service the 51 single-family lots. Ryland Homes would like to formally request the City of Lake Elmo to extend the existing municipal water main service from the north along County Road 17 to the property. We request that the water main service be of adequate size to service the proposed development.

The current landowner, Mr. Landucci and Ryland Homes have agreed that the water main extension to the property is a condition of closing. Therefore, not only is the approval of the extension by the City required for Ryland to purchase the property, but the actual construction must be complete. Once the water main extension is complete, and all other approvals for the development are received, Ryland will close on the property and start construction shortly after. Ryland's preferred construction start for this development is Spring/Summer 2014.

Ryland Homes looks forward to working with the City of Lake Elmo to make this a successful new development in 2014. Please feel free to contact Tracey Rust at 952.229.6063 or Mark Sonstegard at 952.229.6007, both with Ryland Homes, with any questions.

Sincerely,

THE RYLAND GROUP, INC.

Tracey Rust, PE
Entitlement Manager

Mark Sonstegard
VP of Land Development

From: Dan Regan [mailto:Dan.Regan@airlakedevelopment.com]
Sent: Thursday, September 12, 2013 2:43 PM
To: Dean Zuleger
Subject: Water

Dean – Water is one of the missing links necessary to maximize development potential of the I-94 corridor east parcels. Without water, this area is only partially prepared for development. By extending sewer and water to I-94, Lake Elmo will have land that can compete apples to apples with Woodbury and Oakdale and favorably with communities to the east, north, and south. The market is continuing to trend in a positive direction and by completing the sewer and water projects, we will be shovel ready to capture future demand. I strongly urge staff and council to find a way to finalize plans and construct the water line as soon as possible.

Thank you,

Daniel O. Regan
Principal

AIRLAKE

Airlake Development, Inc.
1875 Highway 36 W
Suite 200
Roseville, MN 55113

Office: 612.564.4070
Mobile: 612.987.9966
Email: dan.regan@airlakedevelopment.com
Professional Profile
Airlake Website

THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: September 17, 2013
CONSENT
ITEM #:
MOTION

AGENDA ITEM: Authorization for sale of $5,725,000 General Obligation Improvement Bonds, Series 2013A

SUBMITTED BY: Cathy Bendel, Finance Director

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Dean Zuleger, City Administrator

SUMMARY AND ACTION REQUESTED: The City Council is respectfully asked to consider Resolution 2013-78 awarding the sale, prescribing the form and details and providing for the payment of the $5,725,000 General Obligation Improvement Bonds, Series 2013A.

BACKGROUND INFORMATION: The City Council authorized the issuance and sale of the $5,725,000 General Obligation Improvement Bonds, Series 2013A on August 6, 2013. The attached paperwork needs to be completed to complete that transaction.

RECOMMENDATION: It is recommended that the City Council approve processing the necessary paperwork related to $5,725,000 General Obligation Improvement Bonds, Series 2013A.

ATTACHMENTS:

1. Resolution 2013-78

Councilmember _____ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____:

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF $5,725,000 GENERAL OBLIGATION BONDS, SERIES 2013A

BE IT RESOLVED by the City Council, City of Lake Elmo, Minnesota (the City), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. This City Council, by resolution duly adopted on August 6, 2013 (the Preliminary Resolution), authorized the issuance and sale of its General Obligation Bonds, Series 2013A (the Bonds), pursuant to Minnesota Statutes, Section 444.075 and Chapters 429 and 475. Proceeds of the Bonds will be used to finance various street improvement projects in the City and improvements to the City's water and sewer utilities (collectively, the Systems). The Preliminary Resolution authorized the officers of the City to negotiate with Northland Securities, Inc. (the Purchaser) for the sale of the Bonds, to approve the sale of the Bonds in an aggregate principal amount not to exceed $5,725,000 and with a true interest cost not to exceed 4.50%, and to execute a bond purchase agreement for the purchase of the Bonds with the Purchaser.

1.02. Sale. The City has received a proposal from the Purchaser to purchase the Bonds, in the principal amount of $_____, at a price of $_____, plus accrued interest to the date of delivery and payment. The proposal results in a true interest cost of _____% which meets the test described in Section 1.01 hereof. The sale of the Bonds to the Purchaser is hereby ratified and confirmed.

The portion of the Bonds ($_____) that is being issued pursuant to Minnesota Statutes, Chapters 429 and 475 (the Improvement Bonds) will be used to finance street improvements in the City (the Improvement Project). The portion of the Bonds ($_____) that is being issued pursuant to Minnesota Statutes, Section 444.075 and Chapter 475 (the Utility Bonds) will be used to finance improvements to the Systems (the Utility Projects; together with the Improvement Project, the Projects). Maturity schedules for the Improvement Bonds and the Utility Bonds are attached hereto.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Council to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[COMPLETE THE FOLLOWING PROVISIONS IF THERE ARE TERM BONDS - ADD ADDITIONAL PROVISIONS IF THERE ARE MORE THAN TWO TERM BONDS]

[Bonds maturing on July 15, 20____ and 20____ (the Term Bonds) shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on July 15 in each of the following years the following stated principal amounts of such Bonds:

Year	Principal Amount

The remaining $_____ stated principal amount of such Bonds shall be paid at maturity on July 15, 20____.

Year	Principal Amount

The remaining $_____ stated principal amount of such Bonds shall be paid at maturity on July 15, 20____.

Notice of redemption shall be given as provided in the preceding paragraph.]

2.05. Appointment of Registrar. The City hereby appoints Northland Trust Services, in Minneapolis, Minnesota, as the initial Bond registrar, transfer agent and paying agent (the Registrar). The Mayor and City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company organized under the laws of the United States or one of the states of the United States and authorized by law to

owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to or upon the order of such Holder shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the City, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the City Administrator and shall be executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until the date of delivery of such Bond. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond, substantially in the form provided in Section 2.09, has been executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of

sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the City to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the City determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of physical certificates, the City may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC, if not previously filed with DTC, by the Mayor or City Administrator is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of physical certificates and the method of payment of principal of and interest on such Bonds in the form of physical certificates.

2.09. Form of Bonds. The Bonds shall be prepared in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA

CITY OF LAKE ELMO

GENERAL OBLIGATION BONDS, SERIES 2013A

Interest Rate	Maturity Date	Date of Original Issue	CUSIP No.
%	July 15, 20__	October 1, 2013	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

CITY OF LAKE ELMO, State of Minnesota (the City) acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above,

Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[COMPLETE THE FOLLOWING PROVISIONS IF THERE ARE TERM BONDS - ADD ADDITIONAL PROVISIONS IF THERE ARE MORE THAN TWO TERM BONDS]

[Bonds maturing in the years 20____ and 20____ shall be subject to mandatory redemption, at a redemption price equal to their principal amount plus interest accrued thereon to the redemption date, without premium, on July 15 in each of the years shown below, in an amount equal to the following principal amounts:

Term Bonds Maturing in 20--		Term Bonds Maturing in 20--	
Sinking Fund Payment Date	Aggregate Principal Amount	Sinking Fund Payment Date	Aggregate Principal Amount
	$		$

Notice of redemption shall be given as provided in the preceding paragraph.]

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the designated transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date; subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to any such transfer or exchange.

The Bonds have been designated by the City as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment as herein provided and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the City.

Authorized Representative

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to the applicable laws or regulations:

TEN COM - as tenants in common

TEN ENT - as tenants by the entireties

JT TEN -- as joint tenants with right of survivorship and not as tenants in common

UTMA ..... as Custodian for .....
(Cust) (Minor)
under Uniform Transfers to Minors Act .....
(State)

Additional abbreviations may also be used.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

_____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

_____

Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE:

Service Account upon the issuance of the Bonds the amount set forth in (b) above. Thereafter, during each Bond Year (i.e., each twelve month period commencing on July 16 and ending on the following July 15), as monies are received into the Bond Fund, the City Administrator shall first deposit such monies into the Debt Service Account until an amount has been appropriated thereto sufficient to pay all principal and interest due on the Bonds through the end of the Bond Year. All subsequent monies received in the Bond Fund during the Bond Year shall be appropriated to the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient for the payment of principal and interest then due, the City Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency. Investment earnings (and losses) on amounts from time to time held in the Debt Service Account and Surplus Account shall be credited or charged to said accounts.

SECTION 5. SPECIAL ASSESSMENTS. The City hereby covenants and agrees that, for the payment of the costs of the Improvement Project, the City has done or will do and perform all acts and things necessary for the final and valid levy of special assessments in a principal amount ($_____) not less than 20% of the cost of the Improvement Project. The cost of the Improvement Project, inclusive of financing costs, is estimated to be approximately $_____, [of which all but approximately $_____ will be financed with proceeds of the Improvement Bonds]. It is estimated that the principal and interest on such special assessments will be levied beginning in 2013 and collected in the years 2014-2028 in the amounts shown on Appendix I attached hereto. The principal of the assessments shall be made payable in annual installments, with interest as established by the City Council in accordance with law on unpaid installments thereof from time to time remaining unpaid. In the event any special assessment shall at any time be held invalid with respect to any lot or tract of land, due to any error, defect or irregularity in any action or proceeding taken or to be taken by the City or by this City Council or by any of the officers or employees of the City, either in the making of such special assessment or in the performance of any condition precedent thereto, the City hereby covenants and agrees that it will forthwith do all such further things and take all such further proceedings as shall be required by law to make such special assessment a valid and binding lien upon said property.

SECTION 6. PLEDGE OF NET REVENUES. It is hereby found, determined and declared that the City owns and operates each System as a revenue-producing utility and convenience, and that the net operating revenues of each System, after deducting from the gross receipts derived from charges for the service, use and availability of the System the normal, current and reasonable expenses of operation and maintenance thereof, will be sufficient, together with any other pledged funds, for the payment when due of the principal of and interest on the Utility Bonds herein authorized, and on any other bonds to which such revenues are pledged.

Pursuant to Minnesota Statutes, Section 444.075, the City hereby covenants and agrees with the registered owners from time to time of the Bonds, that until the Utility Bonds and the interest thereon are discharged as provided in Section 7 or paid in full, the City will impose and collect reasonable charges in accordance with said Section 444.075 for the service, use and availability of the System according to schedules sufficient to produce net revenues sufficient to pay the Utility Bonds and any other bonds to which said net revenues have been pledged, and the net revenues, to the extent necessary, are hereby irrevocably pledged and appropriated to the payment of the Utility Bonds herein authorized and interest thereon when due. Nothing herein

agents, any action that would cause interest on the Bonds to become includable in gross income of the recipient under the Internal Revenue Code of 1986, as amended (the Code) and applicable Treasury Regulations (the Regulations), and agrees to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations. All proceeds of the Bonds deposited in the Construction Fund will be expended solely for the payment of the costs of the Projects. The Projects are and will be owned and maintained by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, management contract, use agreement, capacity agreement or other agreement with any non-governmental person relating to the use of the Projects, or any portion thereof, or security for the payment of the Bonds which might cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Mayor and City Administrator being the officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with Section 148 of the Code, and applicable Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of the Code and Regulations.

9.03. Arbitrage Rebate. The City acknowledges that the Bonds may be subject to the rebate requirements of Section 148(f) of the Code. The City covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under said Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no "gross proceeds" of the Bonds (other than amounts constituting a "bona fide debt service fund") arise during or after the expenditure of the original proceeds thereof.

9.04. Qualified Tax-Exempt Obligations. The City Council hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt governmental obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the City and all subordinate entities during calendar year 2013 does not exceed $10,000,000.

9.05. Reimbursement. The City certifies that the proceeds of the Bonds will not be used by the City to reimburse itself for any expenditure with respect to the Projects which the City paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the City shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations, provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Projects meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to "preliminary expenditures" for the Projects as defined in Section 1.150-2(f)(2)

financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the City, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the City; and

(B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under headings: Economic and Financial Information, Summary of Debt and Debt Statistics and General Information – "Major Employers."

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the City shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the City shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been filed with the SEC or have been made available to the public on the Internet Web site of the Municipal Securities Rulemaking Board (the MSRB). The City shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the City have materially changed or been discontinued, such Disclosure Information need no longer be provided if the City includes in the Disclosure Information a statement to such effect, provided, however, that if such operations have been replaced by other City operations in respect of which data is not included in the Disclosure Information and the City determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the City shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

(2) In a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events:

(A) Principal and interest payment delinquencies;
(B) Non-payment related defaults, if material;
(C) Unscheduled draws on debt service reserves reflecting financial difficulties;
(D) Unscheduled draws on credit enhancements reflecting financial difficulties;
(E) Substitution of credit or liquidity providers, or their failure to perform;
(F) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax

(C) the termination of the obligations of the City under this section pursuant to subsection (d);

(D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and

(E) any change in the fiscal year of the City.

(c) Manner of Disclosure.

(1) The City agrees to make available to the MSRB, in an electronic format as prescribed by the MSRB from time to time, the information described in subsection (b).

(2) The City further agrees to make available, by electronic transmission, overnight delivery, mail or other means, as appropriate, the information described in subsection (b) to any rating agency then maintaining a rating of the Bonds at the request of the City and, at the expense of such Bondowner, to any Bondowner who requests in writing such information, at the time of transmission under paragraph (1) of this subsection (c), or, if such information is transmitted with a subsequent time of release, at the time such information is to be released.

(3) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

(1) The covenants of the City in this section shall remain in effect so long as any Bonds are Outstanding. Notwithstanding the preceding sentence, however, the obligations of the City under this section shall terminate and be without further effect as of any date on which the City delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the City to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.

(2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the City from time to time, without notice to (except as provided in paragraph (c)(3) hereof) or the consent of the Owners of any Bonds, by a resolution of this Council filed in the office of the recording officer of the City accompanied by an opinion of Bond Counsel, who may rely on certificates of the City and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in

10.04. Authorization of Payment of Certain Costs of Issuance of the Bonds. The City authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to the Bond Registrar on the closing date for further distribution as directed by Northland Securities, Inc.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the Resolution was declared duly passed and adopted

Maturity Schedule—Utility Bonds

Date	Principal (Water)	Principal (Sewer)
7/15/2014	$	$
7/15/2015		
7/15/2016		
7/15/2017		
7/15/2018		
7/15/2019		
7/15/2020		
7/15/2021		
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7/15/2032		
7/15/2033		