

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, DECEMBER 13, 2016
LAUDERDALE CITY HALL, 1891 WALNUT STREET

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

7:00 P.M. RECEPTION FOR OUTGOING COUNCIL MEMBERS
DENISE HAWKINSON AND LARA MAC LEAN AND MAYOR JEFF DAINS

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the November 22, 2016 City Council Meeting
 - c. Claims Totaling \$84,733.88
4. **CONSENT**
 - a. October Financial Report
 - b. Third Quarter Investment Report
 - c. Accounts Payable Authorization for Year-End
 - d. Adoption of 2017 Fee Schedule - Resolution 121316A
 - e. Deputy Clerk-Treasure Step Increase
 - f. Rink/Warming House Attendants
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
 - a. Recognize Council Member Denise Hawkinson – Resolution 121316B
 - b. Recognize Council Member Lara Mac Lean – Resolution 121316C
 - c. Recognize Mayor Jeffrey Dains – Resolution 121316D
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

- a. Truth in Taxation Hearing Regarding the 2017 Budget and Levy
 - a) Adoption of the 2017 Final Property Tax Levy - Resolution 121316E
 - b) Adoption of the 2017 Final Budget and Establish Fund Appropriations - Resolution 121316F
- b. Ordinance No. 16-03 Amending Title 9, Chapter 1 Regarding the Building Code
- c. Ordinance No. 16-04 Adopting an Interim Ordinance Regarding the Regulation of Signs and Billboards and Resolution 121316G Authorizing Publication by Title and Summary

8. DISCUSSION / ACTION ITEMS

- a. Donation from the Chinese Christian Church – Resolution 121316H
- b. 2017 City Council Meeting Schedule
- c. Online Publication of City Documents in 2017
- d. Appointment to St. Paul Regional Water Services Board of Commissioners
- e. Auditor Engagement Letter

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADDITIONAL ITEMS

11. SET AGENDA FOR NEXT MEETING

- a. November Financial Report
- b. Year End Investment Report
- c. 2017 Investment Policy
- d. Designating Official Depository and Investment Institutions
- e. Tobacco and Alcohol Licenses
- f. Committee Appointments and Assignments

12. WORK SESSION

- a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

- b. Engineer's Report on Eustis Street Options
- c. Community Development Update

13. ADJOURNMENT

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 1 of 3

November 22, 2016

Roll Call

Mayor Dains called the Regular City Council meeting to order at 7:35 p.m.

Councilors present: Mary Gaasch, Roxanne Grove, Denise Hawkinson, Lara Mac Lean, and Mayor Jeffrey Dains.

Staff present: Heather Butkowski, City Administrator and Jim Bownik, Assistant City Administrator.

Approvals

Mayor Dains asked if there were any changes to the meeting agenda. There being none, Councilor Mac Lean moved and Councilor Grove seconded the motion to approve the agenda. Motion carried unanimously.

Councilor Grove moved to approve the minutes of November 15, 2016. Councilor Hawkinson seconded the motion and it carried unanimously.

Councilor Hawkinson moved and seconded by Councilor Mac Lean to approve the claims totaling \$15,207.45. Motion carried unanimously.

Discussion/Action Items

A. Certification of 2017 Special Assessments Resolution 112216A

Butkowski noted that the special assessments for the petition and waiver agreements approved earlier in the year needed to be assessed to the benefitting properties.

Councilor Hawkinson moved and seconded by Councilor Mac Lean to adopt Resolution 112216A – A Resolution Levying Special Assessments for Petition and Waiver Agreements. Motion carried unanimously.

B. 2017 Sanitary Sewer, Storm Sewer, and Recycling Rates Resolution 112216B

Butkowski highlighted the need for small increases to the utility and recycling rates in 2017. The increase in the sanitary sewer rate allows the City to continue setting aside a small amount each year for future improvements. The increase in the storm sewer rate allows the City to continue building the reserves for future mandates to remove pollutants from storm water leaving the City. The recycling rate increase will help make up for the loss in revenue sharing due to downturns in the market.

Councilor Gaasch moved and seconded by Councilor Grove to adopt Resolution 112216B – A Resolution Establishing 2017 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates. Motion carried unanimously.

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 2 of 3

November 22, 2016

C. Police Work Group Appointments

Mayor Dains thanked all ten applicants for taking the time to apply for the workgroup. After consideration by the Council, Councilor Mac Lean moved and seconded by Councilor Hawkinson to appoint Nikki Annoni, Gary Oehlert, and Claire Hammer to the Police Workgroup representing the City of Lauderdale and Mayor Jeff Dains to be the council liaison. Motion carried unanimously.

D. Local Surface Water Management Plan Proposal (LSWMP)

Butkowski said the LSWMP needed to be updated and submitted with the Comprehensive Plan in 2018. The city engineer provided an estimate for the cost to update the plan, which came in at \$25,000. This is a not to exceed amount and billing will be based on actual hours worked.

Councilor Hawkinson moved and Councilor Grove seconded a motion to contract with Stantec for the 2018 Local Surface Water Management Plan rewrite. Motion carried unanimously.

Set Agenda for Next Meeting

Administrator Butkowski stated the next meeting will include the Truth-in-Taxation hearing regarding the 2017 budget and levy, adoption of the 2017 budget and levy, online publication of City documents, the third quarter investment report, and the October financial report.

Work Session

A. Opportunity for the Public to Address the City Council

Adrian Stec of 1762 Eustis Street approached the Council to discuss the ongoing problems at 1768 Eustis Street. He mentioned that this house has been problematic for years, has consistently been kept in poor condition, and attracted bad tenants.

Pam Stec of 1762 Eustis Street was next to come in front of the Council. She stated that throughout the years she has heard domestic violence and a number of late night noise disturbances.

Administrator Butkowski noted that she is arranging a meeting with the city attorney and interested neighbors to discuss ways that the rental housing ordinance could be improved to address the concerns noted.

B. City Hall Carpet Replacement Quotes

Assistant City Administrator Bownik stated that three proposals were received and Floors by Becker was the lowest at \$8,193.

Councilor Hawkinson moved and seconded by Councilor Mac Lean to accept the proposal from Becker Companies to remove and replace carpet at City Hall. Motion carried unanimously.

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 3 of 3

November 22, 2016

C. Community Development Update

Administrator Butkowski informed the Council that the Chinese Christian Church had lowered their price to \$1.7 million dollars and had received a couple of offers.

Adjournment

There being no further items on the agenda, Councilor Hawkinson moved and seconded by Councilor Mac Lean to adjourn the meeting at 8:47 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk



CITY OF LAUDERDALE
LAUDERDALE CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
651-631-2066 FAX

Request for Council Action

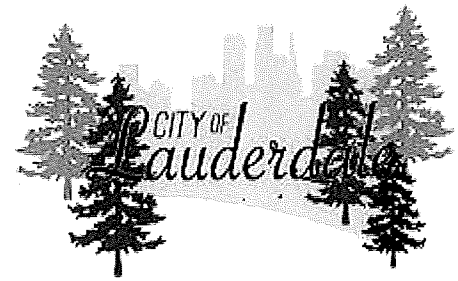
To: Mayor and City Council
From: City Administrator
Meeting Date: December 13, 2016
Subject: List of Claims

The claims totaling \$84,733.88 are provided for City Council review and approval which includes check numbers 25141 to 25166.

Accounts Payable

Checks by Date - Detail by Check Date

User: heather.butkowski
 Printed: 12/9/2016 3:34 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association PR Batch 52400.12.2016 PERA Coordinated PR Batch 52400.12.2016 PERA Coordinated	12/13/2016 PR Batch 52400.12.2016 PER PR Batch 52400.12.2016 PER	1,001.50 867.97
Total for this ACH Check for Vendor 43:				1,869.47
ACH	44	Minnesota Department of Revenue PR Batch 52400.12.2016 State Income Tax	12/13/2016 PR Batch 52400.12.2016 Statu	472.41
Total for this ACH Check for Vendor 44:				472.41
ACH	45	ICMA Retirement Corporation PR Batch 52400.12.2016 Deferred Comp PR Batch 52400.12.2016 Deferred Comp	12/13/2016 PR Batch 52400.12.2016 Def PR Batch 52400.12.2016 Def	848.77 1,841.92
Total for this ACH Check for Vendor 45:				2,690.69
ACH	46	Internal Revenue Service PR Batch 52400.12.2016 FICA Employer Portio PR Batch 52400.12.2016 FICA Employee Portio PR Batch 52400.12.2016 Medicare Employer Po PR Batch 52400.12.2016 Medicare Employee Pc PR Batch 52400.12.2016 Federal Income Tax	12/13/2016 PR Batch 52400.12.2016 FIC. PR Batch 52400.12.2016 FIC. PR Batch 52400.12.2016 Mec PR Batch 52400.12.2016 Mec PR Batch 52400.12.2016 Fed	896.72 896.72 209.70 209.70 1,079.88
Total for this ACH Check for Vendor 46:				3,292.72
25141	13 4697	8th Day Landscaping LLC November Snow Removal	12/13/2016	645.00
Total for Check Number 25141:				645.00
25142	17 39831	Avenet LLC Gov Office Web Hosting	12/13/2016	600.00
Total for Check Number 25142:				600.00
25143	15 36716	Be There Pest Control LLC Quarterly Pest Control	12/13/2016	100.00
Total for Check Number 25143:				100.00
25144	33	City of Falcon Heights Annual Fire Inspections November Fire Calls	12/13/2016	800.00 1,830.72
Total for Check Number 25144:				2,630.72
25145	36 0222126 0222171	City of Roseville November IT Services November Phone Services	12/13/2016	492.33 90.84


Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 25145:	583.17
25146	29 3469	City of St Anthony December Police	12/13/2016	54,418.84
			Total for Check Number 25146:	54,418.84
25147	25 EMCOM-005640 EMCOM-005687 EMCOM-005701	County of Ramsey November CAD Services Fleet Support Fee - November November 911 Dispatch	12/13/2016	254.03 6.24 1,177.13
			Total for Check Number 25147:	1,437.40
25148	25 PRREL-000511	County of Ramsey Absentee Voting Services	12/13/2016	735.00
			Total for Check Number 25148:	735.00
25149	38 455069 455069 455069	Croix Oil Company Oct-Nov Fuel Oct-Nov Fuel Oct-Nov Fuel	12/13/2016	203.80 43.67 43.67
			Total for Check Number 25149:	291.14
25150	145	Mary Gaasch Madison Conference	12/13/2016	56.00
			Total for Check Number 25150:	56.00
25151	9 726208	Genuine Parts Company Battery	12/13/2016	141.98
			Total for Check Number 25151:	141.98
25152	61 6110505	Gopher State One Call November Locates	12/13/2016	33.75
			Total for Check Number 25152:	33.75
25153	82	Home Depot Blue Tape	12/13/2016	17.82
			Total for Check Number 25153:	17.82
25154	134 0059	Katrina Joseph November	12/13/2016	925.00
			Total for Check Number 25154:	925.00
25155	31 134267	Kennedy & Graven Chartered October	12/13/2016	1,468.50
			Total for Check Number 25155:	1,468.50
25156	28 46822	Mike McPhillips Inc Fall Street Sweeping	12/13/2016	3,000.00
			Total for Check Number 25156:	3,000.00
25157	140	Minnesota Department of Agriculture	12/13/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		MN Grown Labeling License		60.00
			Total for Check Number 25157:	60.00
25158	84	North Star Bank Cardmember Services	12/13/2016	
		City Hall Office Supplies		59.52
		Election Food		49.22
		Election Food		70.08
		Shrubbery for Planters		43.07
			Total for Check Number 25158:	221.89
25159	5 619861-11-16	Premium Waters Inc November Water Bottles	12/13/2016	
				30.92
			Total for Check Number 25159:	30.92
25160	80	Sam's Club Halloween Supplies	12/13/2016	
				111.84
			Total for Check Number 25160:	111.84
25161	146 1260	Springbrook National Users Group Annual Dues	12/13/2016	
				100.00
			Total for Check Number 25161:	100.00
25162	26 1126864 1126866 1126867	Stantec Consulting Services Inc Engineering Services 2016 Sanitary Sewer Lining Project 2016 Seal Coating Project	12/13/2016	
				1,165.50
				2,666.94
				477.50
			Total for Check Number 25162:	4,309.94
25163	4 16879 16879	The Neighborhood Recycling Company October Recycling Fee October Revenue Sharing	12/13/2016	
				2,396.16
				-366.24
			Total for Check Number 25163:	2,029.92
25164	77	United States Postal Service Newsletter Postage	12/13/2016	
				1,500.00
			Total for Check Number 25164:	1,500.00
25165	7 7510366-0500-2 7517206-0500-3	Waste Management Inc City Hall Trash Service Public Works Waste Service	12/13/2016	
				173.27
				271.08
			Total for Check Number 25165:	444.35
25166	74 525773044 525773044 525827316 525849261 525851957 525851957 526050287	Xcel Energy 1891 Walnut Street 1891 Walnut Street Larpenteur Bridge Lighting 2430 Larpenteur Avenue W 1821 Eustis Street 1821 Eustis Street Larpenteur Avenue	12/13/2016	
				131.38
				190.15
				50.39
				53.33
				9.09
				13.72
				67.35
			Total for Check Number 25166:	515.41

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 12/13/2016:	84,733.88
			Report Total (30 checks):	84,733.88

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	
Consent	<u> X </u>
Public Hearing	<u> </u>
Discussion	<u> </u>
Action	<u> </u>
Resolution	<u> </u>
Work Session	<u> </u>

Meeting Date	<u>December 13, 2016</u>
ITEM NUMBER	<u>October Financial Report</u>
STAFF INITIAL	<u></u>
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month I provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for October 2016.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's financial report for October 2016.

COUNCIL ACTION:

General Ledger

Cash Balances



User: heather.butkowski
 Printed: 12/1/2016 10:13:27 AM
 Period 10 - 10
 Fiscal Year 2016

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-2,279,503.18	268,508.78	134,680.28	-2,145,674.68
Change Fund	101-00000-000-10300	0.00	100.00	0.00	100.00
Cash	226-00000-000-10100	1,568.71	5,609.68	1,469.57	5,708.82
Cash	227-00000-000-10100	95,318.79	178.56	3,784.59	91,712.76
Cash	401-00000-000-10100	52,862.22	103.12	0.00	52,965.34
Cash	403-00000-000-10100	427,737.28	805.52	14,806.71	413,736.09
Cash	404-00000-000-10100	277,886.20	542.08	0.00	278,428.28
Cash	405-00000-000-10100	48,836.36	95.27	0.00	48,931.63
Cash	414-00000-000-10100	144,896.63	277.25	2,770.00	142,403.88
Cash	415-00000-000-10100	-2,770.00	2,770.00	0.00	0.00
Cash	602-00000-000-10100	1,022,816.73	15,270.65	123,643.74	914,443.64
Cash	603-00000-000-10100	319,440.77	12,072.97	5,355.25	326,158.49
Current Assets		109,090.51	306,333.88	286,510.14	128,914.25
Petty Cash	101-00000-000-10200	400.00	0.00	100.00	300.00
Petty Cash		400.00	0.00	100.00	300.00
Investments - At Cost	101-00000-000-10400	2,325.69	0.00	2,325.69	0.00
Investments - Fair Value Adj	101-00000-000-10410	2,869,362.11	7,691.18	250,000.00	2,627,053.29
Investments		2,871,687.80	7,691.18	252,325.69	2,627,053.29
Grand Total		2,981,178.31	314,025.06	538,935.83	2,756,267.54

General Ledger

Revenue vs Expense

User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend	Collect
101	General Fund						
	Revenue						
	Taxes	676,561.00	0.00	349,121.45	327,439.55		51.60
	Licenses and Permits	26,100.00	4,671.30	33,993.10	-7,893.10		130.24
	Intergovernmental Revenues	538,700.00	0.00	269,350.00	269,350.00		50.00
	Charges for Services	12,750.00	589.06	12,274.25	475.75		96.27
	Fines and Forfeits	45,000.00	2,110.50	30,976.42	14,023.58		68.84
	Miscellaneous Revenue	6,100.00	1,682.71	12,597.02	-6,497.02		206.51
	Other Financing Sources	0.00	0.00	0.00	0.00		0.00
	Revenue	1,305,211.00	9,053.57	708,312.24	596,898.76		54.27
	Expense						
	Personal Services	355,713.00	29,066.80	299,241.42	56,471.58		84.12
	Supplies	17,250.00	1,638.35	16,049.79	1,200.21		93.04
	Other Services and Charges	883,973.00	80,221.22	705,821.51	178,151.49		79.85
	Capital Outlay	0.00	0.00	0.00	0.00		0.00
	Other Uses	48,000.00	0.00	0.00	48,000.00		0.00
	Expense	1,304,936.00	110,926.37	1,021,112.72	283,823.28		78.25
101	General Fund	275.00	-101,872.80	-312,800.48	313,075.48		-113,745.63

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue	20,000.00	5,598.57	16,024.80	3,975.20	80.12
	Taxes	25.00	11.11	13.14	11.86	52.56
	Miscellaneous Revenue					
	Revenue	20,025.00	5,609.68	16,037.94	3,987.06	80.09
	Expense					
	Personal Services	8,197.00	716.69	6,733.96	1,463.04	82.15
	Supplies	550.00	0.00	0.00	550.00	0.00
	Other Services and Charges	3,000.00	752.88	3,547.00	-547.00	118.23
	Capital Outlay	5,000.00	0.00	4,565.94	434.06	91.32
	Expense	16,747.00	1,469.57	14,846.90	1,900.10	88.65
226	Communications	3,278.00	4,140.11	1,191.04	2,086.96	36.33

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	5,977.00	0.00	5,977.00	0.00	100.00
	Miscellaneous Revenue	<u>35,400.00</u>	<u>178.56</u>	<u>20,876.32</u>	<u>14,523.68</u>	<u>58.97</u>
	Revenue	41,377.00	178.56	26,853.32	14,523.68	64.90
	Expense					
	Personal Services	20,991.00	1,706.80	17,114.22	3,876.78	81.53
	Supplies	350.00	0.00	0.00	350.00	0.00
	Other Services and Charges	30,000.00	2,077.79	23,283.80	6,716.20	77.61
	Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>331.00</u>	<u>-331.00</u>	<u>0.00</u>
	Expense	51,341.00	3,784.59	40,729.02	10,611.98	79.33
227	Recycling					
		-9,964.00	-3,606.03	-13,875.70	3,911.70	139.26

General Ledger Revenue vs Expense

User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
401	General Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	0.00	103.12	449.55	-449.55	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	0.00	103.12	449.55	-449.55	0.00
	Expense					
	Other Services and Charges	0.00	0.00	5,760.00	-5,760.00	0.00
	Capital Outlay	48,000.00	0.00	27,326.24	20,673.76	56.93
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	48,000.00	0.00	33,086.24	14,913.76	68.93
401	General Capital Projects	-48,000.00	103.12	-32,636.69	-15,363.31	67.99

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	Street Capital Projects					
	Revenue	0.00	0.00	0.00	0.00	0.00
	Intergovernmental Revenues	2,000.00	805.52	4,006.12	-2,006.12	200.31
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources					
	Revenue	2,000.00	805.52	4,006.12	-2,006.12	200.31
	Expense	150,000.00	14,806.71	179,814.61	-29,814.61	119.88
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses					
	Expense	150,000.00	14,806.71	179,814.61	-29,814.61	119.88
	Street Capital Projects	-148,000.00	-14,001.19	-175,808.49	27,808.49	118.79

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	Park Capital Projects					
	Revenue					
	Miscellaneous Revenue	1,000.00	542.08	2,076.64	-1,076.64	207.66
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	1,000.00	542.08	2,076.64	-1,076.64	207.66
	Expense					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
404	Park Capital Projects	1,000.00	542.08	2,076.64	-1,076.64	207.66

General Ledger

Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
405	Rosehill Tax Increment Revenue	0.00	95.27	180.83	-180.83	0.00
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources					
	Revenue	0.00	95.27	180.83	-180.83	0.00
405	Expense	0.00	0.00	991.20	-991.20	0.00
	Other Services and Charges					
	Expense	0.00	0.00	991.20	-991.20	0.00
	Rosehill Tax Increment	0.00	95.27	-810.37	810.37	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 12/1/2016 10:15:04 AM
 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development					
	Revenue					
	Miscellaneous Revenue	0.00	277.25	105,474.35	-105,474.35	0.00
	Other Financing Sources	<u>38,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>38,000.00</u>	<u>0.00</u>
	Revenue	38,000.00	277.25	105,474.35	-67,474.35	277.56
	Expense					
	Other Services and Charges	0.00	0.00	15,300.00	-15,300.00	0.00
	Other Uses	<u>0.00</u>	<u>2,770.00</u>	<u>89,306.93</u>	<u>-89,306.93</u>	<u>0.00</u>
	Expense	0.00	2,770.00	104,606.93	-104,606.93	0.00
414	Development	38,000.00	-2,492.75	867.42	37,132.58	2.28

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 12/1/2016 10:15:04 AM
 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
415	Housing Redevelopment					
	Revenue					
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	2,770.00	89,306.93	-89,306.93	0.00
	Revenue	0.00	2,770.00	89,306.93	-89,306.93	0.00
415	Expense					
	Other Services and Charges	0.00	0.00	1,770.00	-1,770.00	0.00
	Capital Outlay	0.00	0.00	87,536.93	-87,536.93	0.00
		Expense	0.00	0.00	89,306.93	-89,306.93
	Housing Redevelopment	0.00	2,770.00	0.00	0.00	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 12/1/2016 10:15:04 AM
 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer					
	Revenue					
	Charges for Services	261,282.00	13,576.62	224,890.98	36,391.02	86.07
	Miscellaneous Revenue	3,300.00	1,780.36	7,321.30	-4,021.30	221.86
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	264,582.00	15,356.98	232,212.28	32,369.72	87.77
	Expense					
	Personal Services	75,783.00	4,022.42	47,828.27	27,954.73	63.11
	Supplies	800.00	12.35	317.45	482.55	39.68
	Other Services and Charges	210,228.00	22,729.55	160,851.35	49,376.65	76.51
	Capital Outlay	250,000.00	96,965.75	97,965.77	152,034.23	39.19
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	536,811.00	123,730.07	306,962.84	229,848.16	57.18
602	Sanitary Sewer	-272,229.00	-108,373.09	-74,750.56	-197,478.44	27.46

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 12/1/2016 10:15:04 AM
 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	Storm Water					
	Revenue	0.00	0.00	0.00	0.00	0.00
	Intergovernmental Revenues	80,000.00	11,453.20	78,652.99	1,347.01	98.32
	Charges for Services	400.00	635.01	2,384.02	-1,984.02	596.01
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources					
	Revenue	80,400.00	12,088.21	81,037.01	-637.01	100.79
	Expense					
	Personal Services	59,384.00	3,945.08	39,683.31	19,700.69	66.82
	Supplies	700.00	12.34	317.43	382.57	45.35
	Other Services and Charges	18,500.00	1,413.07	11,668.52	6,831.48	63.07
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	78,584.00	5,370.49	51,669.26	26,914.74	65.75
603	Storm Water	1,816.00	6,717.72	29,367.75	-27,551.75	1,617.17

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 12/1/2016 10:15:04 AM
 Period 10 - 10
 Fiscal Year 2016

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		1,752,595.00	46,880.24	1,265,947.21	486,647.79	0.7223
Expense Total		2,186,419.00	262,857.80	1,843,126.65	343,292.35	0.843
Grand Total		-433,824.00	-215,977.56	-577,179.44	143,355.44	1.3304

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 13, 2016

ITEM NUMBER 3Q16 Investment Report

STAFF INITIAL *AB*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is the Third Quarter Investment Report.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the investment report for July, August, and September 2016.

COUNCIL ACTION:

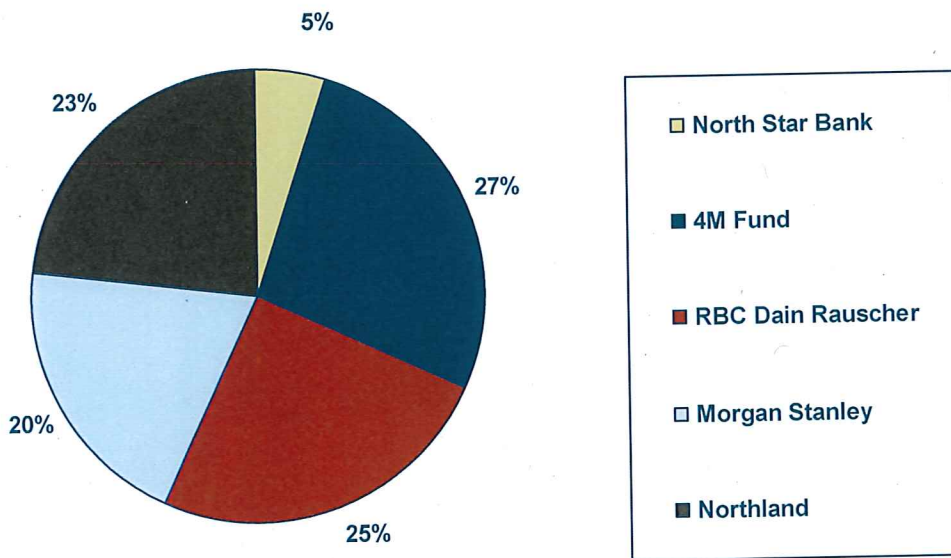


**Third Quarter 2016
Investment Report**

INVESTMENTS

As of September 30, 2016, the City had the following amounts with official depositories:

North Star Bank	\$ 121,066
4M Fund	814,248
RBC Dain Rauscher	748,000
Morgan Stanley	607,229
Northland	702,211
TOTAL	\$ 2,992,754



DEPOSITORIES AND INVESTMENT TYPES

North Star Bank	
Checking Account	\$ 121,066
4M Fund	
Joint Powers Investment	\$ 814,248
RBC Dain Rauscher	
Certificates of Deposit	\$ 748,000 (5)
Morgan Stanley	
Money Market Account	\$ 207,228
Certificates of Deposit	\$ 400,000 (4)
Northland	
Money Market Account	\$ 2,211
Certificates of Deposit	\$ 700,000 (7)

The City's Investment Policy sets some perimeters for investments, such as no more than 60% of the investment portfolio, or \$2,000,000 (whichever is less) shall be invested with any one investment company. No investments shall be made with a term over ten years unless with prior approval from the City Council.

INVESTMENT TERM

Liquid assets are money market accounts.

1-5 Years are made up of certificate of deposit and US Government Instrumentality Securities.

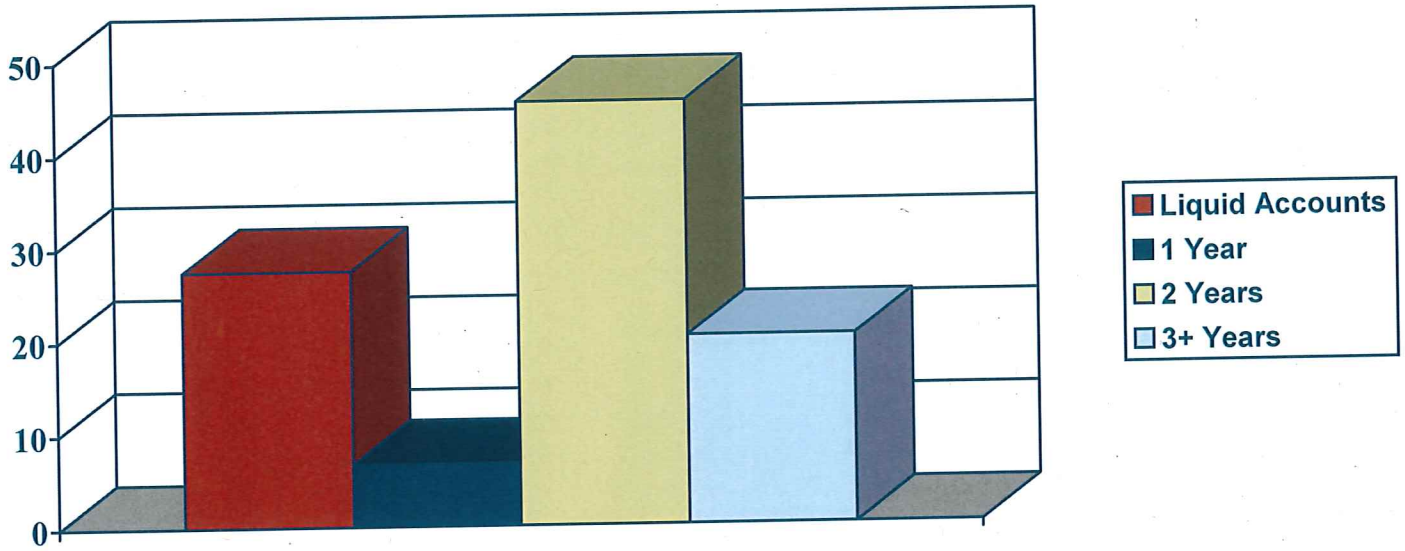
6-10 Years are US Government Instrumentality Securities.

11-15 Years are US Government Instrumentality Securities.

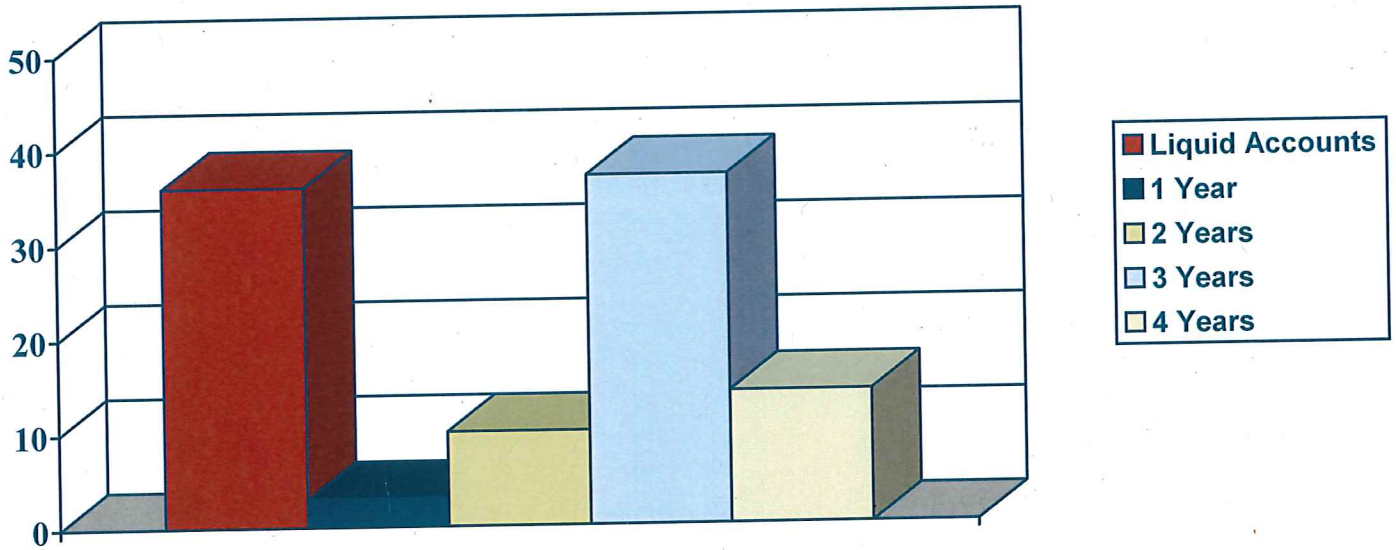
15+ Years are US Government Instrumentality Securities and bonds.

US Government Instrumentality Securities are financial intermediaries established by the federal government to fund loans to certain groups of borrowers, such as homeowners, farmers and students. Most active issuers are Federal Home Loan Bank, Federal National Mortgage Association (Fannie Mae) and Tennessee Valley Authority. Maturities range from three months to 30 years with fixed interest rates.

2015

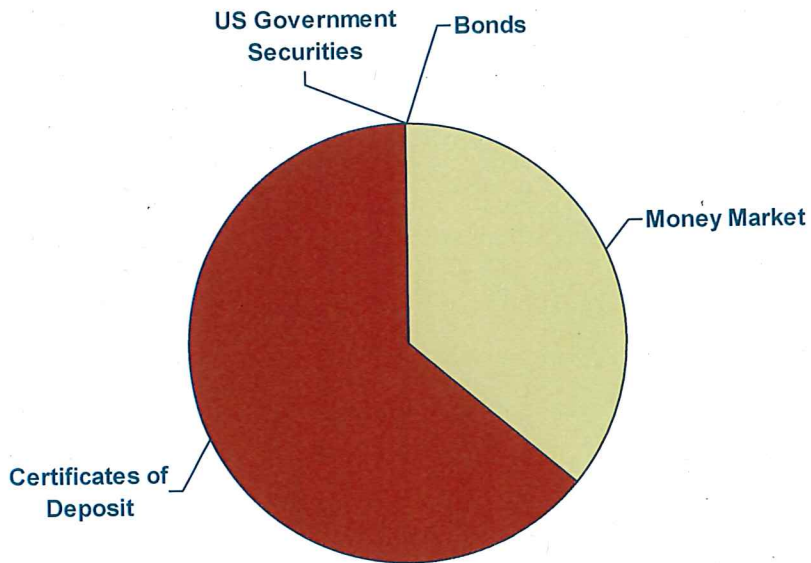


2016



INVESTMENT TYPES

Money Market	\$ 1,023,688
Bonds	0
Certificates of Deposit	1,848,000
US Government Securities	0

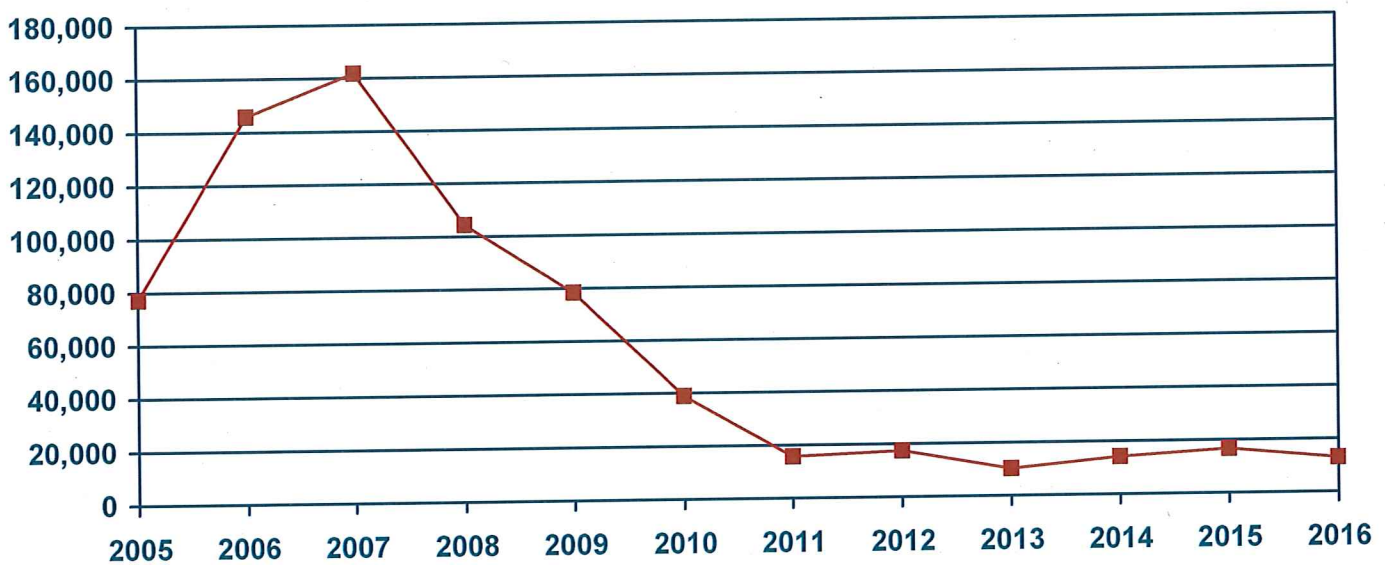


Investment Schedule

Purchase Date	Maturity Date	Type	Interest Rate	Amount	Investment Broker
10/4/2013	10/4/2016	CD	1.10%	\$100,000	RBC Dain Rauscher
5/21/2014	2/21/2017	CD	0.90%	\$100,000	RBC Dain Rauscher
5/29/2014	5/30/2017	CD	1.05%	\$100,000	Morgan Stanley
5/29/2014	5/30/2017	CD	1.10%	\$100,000	Morgan Stanley
12/17/2014	12/19/2016	CD	1.05%	\$100,000	Morgan Stanley
12/30/2014	6/30/2017	CD	1.10%	\$100,000	Northland Securities
3/13/2015	3/13/2018	CD	1.30%	\$100,000	Northland Securities
3/5/2015	3/5/2018	CD	1.30%	\$100,000	Northland Securities
10/28/2015	10/28/2019	CD	2.00%	\$200,000	RBC Dain Rauscher
10/28/2015	10/28/2019	CD	2.00%	\$200,000	RBC Dain Rauscher
11/4/2015	11/5/2018	CD	1.60%	\$100,000	Morgan Stanley
11/4/2015	11/5/2018	CD	1.65%	\$148,000	RBC Dain Rauscher
12/9/2015	12/7/2016	CD	0.75%	\$100,000	Northland Securities
3/2/2016	3/4/2019	CD	1.20%	\$100,000	Northland Securities
2/26/2016	2/26/2019	CD	1.25%	\$100,000	Northland Securities
4/14/2016	4/15/2019	CD	1.20%	\$100,000	Northland Securities
				<u>\$1,848,000</u>	

The following chart shows the interest earnings since 2005 with 2007 being our best year with earnings of \$161,884. Please note that fiscal year 2016 is shown through September 30, while in comparison the other years are through December 31.

INTEREST EARNINGS



LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 13, 2016

ITEM NUMBER YE Accounts Payable Auth.

STAFF INITIAL *JB*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Due to one council meeting in December, staff is requesting authorization to process accounts payable in late December referencing the Purchasing and Contracting Policy adopted on June 30, 2015. The policy provides for expenditures that are included in the budget and under \$10,000 to be approved by the city administrator.

Additionally, Minnesota Statutes 471.425, subdivision 2 states that 35 days from receipt of claim payment must be made for governing boards that meet at least once per month. If claims, are not paid promptly, the government entity must pay interest on bills not paid in a time manner of 1.5% per month or part of a month.

The council does not meet until January 10, which means 35 days could be exceeded.

The listing of claims paid would be included on the January 10 council agenda.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve accounts payable processing for year-end per limits established in the Purchasing and Contracting Policy.

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution X
Work Session

Meeting Date: December 13, 2016
ITEM NUMBER 2017 Fee Schedule Res.
STAFF INITIAL MC
APPROVED BY ADMINISTRATOR

DESCRIPTION :

Staff recommends the following changes to the 2017 fee schedule:

- Establishing a \$25 charge for Disabled Parking Zone signs;
- Adjusting the Rental Housing Inspection rate from \$34 to \$40 to reflect the cost of the building official's time.
- Creating a tiered system for surcharges on credit card payments of \$2.50 for transactions of \$0-250, \$5 for \$251-500, \$10 for \$501-1,000, \$15 for \$1,001-1,500, \$20 for \$1,501-2,000, and a 3% charge on any transactions of \$2,001 and up. The current processing fee is set at \$2 for all transactions.

OPTIONS:

1. Adopt Resolution 121316A - A Resolution Establishing Administrative Fees for 2017.
2. Do not approve or amend the fee schedule (and provide staff direction.)

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council adopts Resolution 121316A - A Resolution Establishing Administrative fees for 2017 as presented.

COUNCIL ACTION:

RESOLUTION 121316A

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**A RESOLUTION ESTABLISHING LICENSE AND PERMIT FEES
AND ADMINISTRATIVE FEES AND FINES**

WHEREAS, Minnesota Law and the Ordinances of the City of Lauderdale allow the City to collect fees for processing applications and licenses for certain activities within the City of Lauderdale. City staff studied the fees allowed under state and local law and compared them to the actual costs that the City has historically incurred for processing applications and licenses in the City; and

WHEREAS, the City may also charge for administrative activities and fines. Reasonable charges were included in the 2017 Fee Schedule; and

WHEREAS, The Fee Schedule attached and incorporated herein also includes appendices A and B relating to construction permit fees and administrative fines.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lauderdale, Minnesota, hereby adopts the 2017 Fee Schedule as attached.

Adopted by the City Council of the City of Lauderdale this 13th day of December, 2016.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski
City Administrator

EXHIBIT A

ADMINISTRATIVE FEE	
Each Occurrence	\$25.00
ANIMALS	
License	\$10.00
Duplicate License	\$3.00
Non-Domestic Animal	\$10.00
BINGO OR RAFFLE	\$100.00
BUILDING PERMITS	
Valuation	
\$1.00 - \$500.00	\$23.00
\$501.00 to \$600.00	\$26.55
\$601.00 to \$700.00	\$29.60
\$701.00 to \$800.00	\$32.65
\$801.00 to \$900.00	\$35.70
\$901.00 to \$1,000.00	\$38.75
\$1,001.00 to \$1,100.00	\$41.80
\$1,101.00 to \$1,200.00	\$44.85
\$1,201.00 to \$1,300.00	\$47.90
\$1,301.00 to \$1,400.00	\$50.95
\$1,401.00 to \$1,500.00	\$54.00
\$1,501.00 to \$1,600.00	\$57.05
\$1,601.00 to \$1,700.00	\$60.10
\$1,701.00 to \$1,800.00	\$63.15
\$1,801.00 to \$1,900.00	\$66.20
\$1,901.00 to \$2,000.00	\$69.25
\$2,001.00 to \$3,000.00	\$83.25
\$3,001.00 to \$4,000.00	\$97.25
\$4,001.00 to \$5,000.00	\$111.25
\$5,001.00 to \$6,000.00	\$125.25
\$6,001.00 to \$7,000.00	\$139.25
\$7,001.00 to \$8,000.00	\$153.25
\$8,001.00 to \$9,000.00	\$167.25
\$9,001.00 to \$10,000.00	\$181.25
\$10,001.00 to \$11,000.00	\$195.25
\$11,001.00 to \$12,000.00	\$209.25
\$12,001.00 to \$13,000.00	\$223.25
\$13,001.00 to \$14,000.00	\$237.25
\$14,001.00 to \$15,000.00	\$251.25
\$15,001.00 to \$16,000.00	\$265.25
\$16,001.00 to \$17,000.00	\$279.25
\$17,001.00 to \$18,000.00	\$293.25
\$18,001.00 to \$19,000.00	\$307.25
\$19,001.00 to \$20,000.00	\$321.25
\$20,001.00 to \$21,000.00	\$335.25
\$21,001.00 to \$22,000.00	\$349.25
\$22,001.00 to \$23,000.00	\$363.25
\$23,001.00 to \$24,000.00	\$377.25
\$24,001.00 to \$25,000.00	\$391.25
\$25,001.00 to \$26,000.00	\$401.35
\$26,001.00 to \$27,000.00	\$411.45
\$27,001.00 to \$28,000.00	\$421.55
\$28,001.00 to \$29,000.00	\$431.65
\$29,001.00 to \$30,000.00	\$441.75

\$30,001.00 to \$50,000.00	\$441.75 for the first \$30,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
BUILDING PERMITS - Continued	
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof
Plan Review Fee	
Valuation	65% of the permit fee
Per Hour	\$40.00
Surcharge Fee	
Valuation	\$0.0005 x valuation
Investigation Fee	Same as permit fee
Other Inspections	
Inspection Outside Normal Business Hours	\$60.00/hour with 2 hour minimum
BUSINESS ASSISTANCE	Escrow with minimum of \$10,000.00
CANDIDATE FILING FEE	\$2.00
CERTIFIED COPIES	\$1.00/page plus sales tax
CIGARETTES/TOBACCO LICENSE	\$200.00/year
CITY COUNCIL	
Requested Special Meeting	\$100.00
CITY PROPERTY RENTAL	
Banquet Table Rent	\$4.00/table
Banquet Table Deposit	\$100.00/table
Metal Detector Rent	\$5.00/day
Metal Detector Deposit	\$100.00
Metal Folding Chair Rent	\$0.75/chair
Metal Folding Chair Deposit	\$20.00/chair
COMMUNITY ROOM RENTAL	
Resident Use Only	\$50.00/5 hour block
Deposit - Key	\$100.00

Deposit - Damage	\$100.00
Excess Trash Fee	\$10.00/bag
Cancellation Fee (5 business days prior to reservation)	\$20.00
Cancellation Fee (less than 5 business days prior to reservation)	Reservation fee
CONDITIONAL USE PERMIT APPLICATION	\$200.00
COUNCIL MEETING DVD	\$50.00 plus sales tax
CREDIT CARD PROCESSING FEE	\$2.50 for transactions of \$0-250 \$5.00 for transactions of \$251-500 \$10.00 for transactions of \$501-1,000 \$15.00 for transactions of \$1,001-1500 \$20.00 for transactions of \$1,501-2000 3% charge for transactions over \$2,001 *Excludes City Merchandise
FACSIMILE	\$0.50/page
FALSE ALARMS	
Fire	
Each Offense	Cost plus administrative fee
Security	
1st Offense	\$85.00 plus administrative fee
2nd or More Offenses	\$90.00 plus administrative fee
FIRE CALL	
Charge Back	Cost of Fire Services plus administrative fee
FIRE INSPECTION	
Annual	\$35.00/hour
HOME OCCUPATION	
Application	\$100.00
LIQUOR, 3.2 Percent	
Off-Sale	\$150.00
On-Sale	\$300.00
Temporary	\$50.00
LOT CONSOLIDATION/DIVISION	
Application	\$100.00
MECHANICAL CONTRACTOR LICENSE	\$50.00/year
MECHANICAL PERMITS	
Permit	\$40.00
Each Supplemental Permit	\$4.50
Minnesota Surcharge	\$1.00
Uniform Mechanical Code - Each Unit Fee Schedule	Exhibit B
Other Inspections	
Inspections Outside Normal Business Hours	\$60.00/hour with 2 hour minimum
Investigative Fee (no permit)	Same as permit fee

MERCHANDISE SALES		
Historical Video	\$8.00	(\$7.47 + \$.53 sales tax)
History Book	\$25.00	(\$23.34 + 1.66 sales tax)
T-shirts	\$11.00	
MILEAGE REIMBURSEMENT		
Per IRS	\$.54/mile	
NON-SUFFICIENT CHECK		
	\$30.00	
NUISANCE VIOLATIONS		
Weed/Grass Mowing	Actual Costs	
Refuse	Actual Costs	
Junk Vehicles	Actual Costs of Towing & Disposal	
Nuisance Violation Appeal	\$200.00	
PARKING		
Disabled Parking Zone Sign	\$25.00	
PARK RESERVATION RENTALS		
Resident	No Fee	
Non-resident	\$20.00 plus sales tax/4 hour block \$35.00 plus sales tax/day rental	
Deposit - Damage for Non-resident	\$50.00	
PHOTOCOPY		
	\$.25/page	
PLANNED DEVELOPMENT APPLICATION FEE		
	\$500 plus \$1,000 escrow *	
PLANNING AND ZONING CERTIFICATIONS		
	No Charge	
PLUMBING		
Surcharge	\$1.00	
Investigative Fee - Failure to Apply	Same as permit fee	
Permit	\$40.00	
Each Fixture	\$8.00	
Inspections Outside Normal Business Hours	\$60.00/hour with 2 hour minimum	
RECYCLING CARTS		
32 Gallon	\$33.00	
64 Gallon	\$41.25	
96 Gallon	\$48.00	
REFUSE HAULERS		
Annual	\$75.00/truck	
RENTAL HOUSING		
License		
Single Unit	\$30.00	
2 Units Plus	\$30.00 plus \$2.50/unit	
Inspection - Initial	\$40.00	

Re-inspection fees	
First re-inspection	\$0.00
Second re-inspection	\$34.00
Any additional re-inspection	\$34.00
Administrative Penalty	
Late Application	\$25.00/day
License Violations	Up to \$1,000.00/day
SALES TAX	
Sale of goods	7.125%
City Purchases	6.875%
SANITARY SEWER AND WATER DEVELOPMENT	
Residential	
Sewer Availability Charge	\$2,485/access
Water Availability Charge	No Fee
SPECIAL ASSESSMENTS, Interest Rate	
Delinquent Utility Bills, Accounts Receivable	8% or \$25.00, whichever is greater
SPECIAL EVENTS PERMIT, Administrative Fee	\$25.00
STREET	
Excavations	\$100.00
Obstruction	\$100.00
TEMPORARY RIGHT OF WAY PERMIT	\$10.00/event
TREE CONTRACTOR LICENSE	\$50.00/year
VACATIONS (Streets, Alleys, etc.)	\$500.00 plus \$700 escrow *
VARIANCE FROM ZONING ORDINANCE	\$150.00
ZONING	
Subdivision Application	\$500.00 plus \$1,000 escrow *
Zoning Amendment	\$500.00 plus \$1,000 escrow *
ZONING PERMIT	
Driveway or Parking Pad	\$50.00
Fence	\$50.00
Retaining Wall	\$50.00
Sidewalk	\$50.00

* Applicants will be responsible for submitting the escrow payment in addition to assuming all other city accrued costs on the application review.

* A private party or public institution (hereinafter applicant) making a request to the city for approval of a project or for public assistance must cover the city consultant's costs associated with reviewing the request. Prior to having the request considered by the city, the applicant must deposit an escrow fee in an amount that is estimated to cover the city consultant's costs as determined by the city administrator. If the city consultant's costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The city shall use the applicant's fees to cover the city's actual consultants' costs in reviewing the request regardless of the city's action on the applicant's request. If the applicant's escrow fees exceed the city's actual consultant's costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.

Exhibit B: Mechanical / HVAC Permit Fees - Uniform Mechanical Code

City of Lauderdale
 1891 Walnut Street Lauderdale MN 55113
 Telephone 651-792-7650 Fax 651-631-2066

	Description	Fee
1	Base Permit Fee*	\$40.00
2	Each Supplemental Permit	\$4.50
Each Unit Fee Schedule		
1	Residential/Commercial: Installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance	\$10.00
2	Installation or relocation of each floor furnace, including vent	\$9.00
3	Installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.	\$9.00
4	Installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$4.50
5	Repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling absorption, or evaporative cooling system, including installation of controls regulated by this code.	\$9.00
6	Residential: installation or relocation of each boiler or compressor to and including three horse power, or each absorption system to and including 100,000 Btu/h	\$9.00
7	Residential/Commercial: installation or relocation of each boiler or compressor over three horse power to and including 15 horsepower, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$16.50
8	Commercial: Installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h.	\$22.50
9	Commercial: Installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h.	\$33.50
10	Commercial: Installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h	\$56.00
11	Each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto. NOTE: this fee shall not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.	\$6.50
12	For each air-handling unit over 10,000 cfm	\$11.00
13	For each evaporative cooler other than a portable type	\$6.50
14	For each ventilation fan connected to a single duct	\$4.50
15	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$6.50
16	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.	\$6.50
17	For the installation or relocating of each domestic-type incinerator.	\$11.00
18	For the installation or relocation of each commercial or industrial-type incinerator	\$45.00
19	Other: For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code.	\$6.50
20	When Chapter 22 is applicable (see Section 103), permit fees for fuel-gas piping shall be:	
	For each gas-piping system of one to four outlets.	\$3.00
	For each gas-piping system of five or more outlets, per outlet	\$0.75
21	When Chapter 24 is applicable (see Section 103), permit fees for process piping shall be:	
	For each hazardous process piping system (HHP) of one to four outlets	\$5.00
	For each piping system of five or more outlets, per outlet	\$1.00
	For each nonhazardous process piping system (NPP) of one to four outlets	\$2.00
	For each piping system of five or more outlets, per outlet	\$0.50

* Commercial Mechanical Permits require a plan review fees = to 1% of project valuation

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED	
Consent	<u> X </u>
Public Hearing	<u> </u>
Discussion	<u> </u>
Action	<u> </u>
Resolution	<u> </u>
Work session	<u> </u>

Meeting Date: December 13, 2016
ITEM NUMBER <u> Cline - Probation and Wage </u>
STAFF INITIAL <u> <i>AB</i> </u>
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Miles began working for the City on June 15, 2016. That means his six-month probationary period ends on December 14. Miles began at step one of the wage scale and now moves to step two or \$23.76/per hour.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council approves Miles Cline's step increase effective December 14, 2016.

COUNCIL ACTION:

ACTION REQUESTED	LAUDERDALE COUNCIL ACTION FORM
Consent <u> X </u>	MEETING DATE <u>December 13, 2016</u>
Special <u> </u>	ITEM NUMBER <u>Rink/Warming House Attendants</u>
Public Hearing <u> </u>	STAFF INITIAL <u>Jim</u>
Report <u> </u>	APPROVED BY ADMINISTRATOR <u> </u>
Discussion/Action <u> </u>	
Resolution <u> </u>	
Work session <u> </u>	

BACKGROUND:

We are currently accepting applications for the Winter Rink/Warming House Attendant positions. We usually hire three or four attendants for the season. Staff proposes \$10 per hour, which is the same as last year.

We are asking the Council to authorize staff to set up interviews and hire seasonal personnel to achieve appropriate staffing levels for the winter skating season.

OPTIONS:

- 1) Authorize staff to set up interviews and hire seasonal personnel at \$10/hour.
- 2) Do not authorize staff to set up interviews and hire seasonal personnel at \$10/hour.
- 3) Remove from consent agenda for discussion before proceeding.

STAFF RECOMMENDATION:

- 1) By approving the Consent Agenda, the Council authorizes staff to set up interviews and hire seasonal personnel at \$10/hour.

COUNCIL ACTION:

RESOLUTION NO. 121316B

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

RESOLUTION OF COMMENDATION FOR COUNCIL MEMBER DENISE HAWKINSON

WHEREAS, Council Member Hawkinson served as a member of the City Council from 1996-2001 and 2006-2016; and

WHEREAS, Council Member Hawkinson initiated the Park & Community Involvement Committee and served as its Council Liaison; and

WHEREAS, Council Member Hawkinson organized and volunteered at many community events including the 50th Anniversary Celebration; and

WHEREAS, Council Member Hawkinson served as Acting Mayor and the City's representative to the St. Paul Area Chamber of Commerce, Ramsey County League of Local Governments, University of Minnesota Neighbors Group, and the North Suburban Communications Commission; and

WHEREAS, Council Member Hawkinson provided competent and valued public service to the City of Lauderdale in these appointed and elected positions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lauderdale, that Council Member Hawkinson be commended and thanked for her dedication and years of public service to the City of Lauderdale; and

BE IT FURTHER RESOLVED, that the City Council wishes Council Member Hawkinson success in her new endeavors.

Adopted by the City Council of the City of Lauderdale, Minnesota this 13th day of December, 2016.

(ATTEST)

Jeffrey E. Dains, Mayor

Heather Butkowski, City Administrator

(SEAL)

RESOLUTION NO. 121316C

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

RESOLUTION OF COMMENDATION FOR COUNCIL MEMBER LARA MAC LEAN

WHEREAS, Council Member Mac Lean served as a member of the City Council from November 2007-2016; and

WHEREAS, Council Member Mac Lean served as Council Liaison to the Park & Community Involvement Committee and volunteered at many community events; and

WHEREAS, Council Member Mac Lean served as Acting Mayor and the City's representative to Metro Cities and the Ramsey County League of Local Governments; and

WHEREAS, Council Member Mac Lean provided competent and valued public service to the City of Lauderdale in these appointed and elected positions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lauderdale, that Council Member Mac Lean be commended and thanked for her dedication and years of public service to the City of Lauderdale; and

BE IT FURTHER RESOLVED, that the City Council wishes Council Member Mac Lean success in her new endeavors.

Adopted by the City Council of the City of Lauderdale, Minnesota this 13th day of December, 2016.

(ATTEST)

Jeffrey E. Dains, Mayor

Heather Butkowski, City Administrator

(SEAL)

RESOLUTION NO. 121316D

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

RESOLUTION OF COMMENDATION FOR MAYOR JEFFREY DAINS

WHEREAS, Mayor Dains served as Mayor from 1992-2016 and as a Council Member from 1990-1991; and

WHEREAS, Mayor Dains served on the Refuse Task Force; and

WHEREAS, Mayor Dains served as the Council liaison to the Planning Commission, Tree Commission, and Police Department; and

WHEREAS, Mayor Dains volunteered at many community events including the 50th Anniversary Celebration; and

WHEREAS, Mayor Dains served as the City's representative to the League of Minnesota Cities, St. Paul Area Chamber of Commerce, Metro Cities, Mayor's Commission Against Drugs, Ramsey County League of Local Governments, Mississippi Watershed Management Organization, and the North Suburban Communications Commission; and

WHEREAS, Mayor Dains provided competent and valued public service to the City of Lauderdale in these appointed and elected positions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lauderdale, that Mayor Dains be commended and thanked for his dedication and years of public service as the City of Lauderdale's Mayor; and

BE IT FURTHER RESOLVED, that the City Council wishes Mayor Dains success in his new role as Council Member.

Adopted by the City Council of the City of Lauderdale, Minnesota this 13th day of December, 2016.

(ATTEST)

Mary Gaasch, Mayor Pro Tem

Heather Butkowski, City Administrator

(SEAL)

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent	_____
Public Hearing	_____X_____
Discussion	_____X_____
Action	_____X_____
Resolution	_____X_____
Work Session	_____

Meeting Date December 13, 2016

ITEM NUMBER 2017 Levy & Budget

STAFF INITIAL 

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Before adopting the budget and levy, the public must be provided an opportunity to address the City Council. State law doesn't define it as a public hearing but by putting it on the agenda that way it will hopefully stand out to residents. Staff will provide a presentation prior to the public comment period.

Attached is the final proposed levy, budget, and CIP. The Council may lower the levy at this point but not raise it. If there are no changes recommended by the Council, the Council may adopt the two resolutions provided. One approves the levy, the other the budget. Thereafter, staff will send a copy of the resolution to Ramsey County. If the Council would like to discuss the budget and levy further, another meeting may be scheduled.

STAFF RECOMMENDATION:

Motion to adopt Resolution 121316E—Adopting the 2017 Final Property Tax Levy.

Motion to adopt Resolution 121316F - Adopting the 2017 Final Budget and Establishing Fund Appropriations.

RESOLUTION 121316E

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

ADOPTING THE 2017 FINAL PROPERTY TAX LEVY

WHEREAS, the City annually adopts an operating levy for the coming year in accordance with Minnesota Statutes; and

WHEREAS, Minnesota Statutes 275.065, Subdivision 1 requires cities to certify the final property tax levy to the county auditor on or before five working days after December 20.

NOW, THEREFORE BE IT RESOLVED, that the final 2017 levy to be certified to the Ramsey County Auditor of \$708,333, inclusive of anticipated fiscal disparities revenue, is hereby established as the maximum possible levy for property tax payable in 2017.

Adopted by the City of Lauderdale this 13th day of December, 2016.

Jeffrey E. Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

RESOLUTION 121316F

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**ADOPTING THE 2017 FINAL BUDGET AND
ESTABLISHING FUND APPROPRIATIONS**

WHEREAS, the City Council has met specifically for the purpose of discussion on the 2017 budget; and

WHEREAS, estimated December 31, 2016, fund balances are sufficient to meet approved expenditures for fiscal year 2016.

NOW, THEREFORE BE IT RESOLVED,

Section 1. That the City of Lauderdale 2017 budget is hereby approved in accordance with State Statute as follows:

General	\$1,336,024
Special Revenue	\$ 73,503

Section 2. That the following financial plan for fiscal year 2017 is hereby approved for expenditures in each of the funds as follows:

Capital Projects	\$ 58,000
Enterprise	\$ 331,714

Section 3. Maximum appropriations may be increased if and when additional revenues are anticipated or received.

Adopted by the City of Lauderdale this 13th day of December, 2016.

Jeffrey E. Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator



CITY OF LAUDERDALE

BUDGET

2017

December 13, 2016

CITY OF LAUDERDALE
ANNUAL BUDGET
FOR FISCAL YEAR BEGINNING
JANUARY 1, 2017

DIRECTORY OF OFFICIALS

Jeffrey Dains	Mayor
Mary Gaasch	Councilmember
Roxanne Grove	Councilmember
Denise Hawkinson	Councilmember
Lara Mac Lean	Councilmember

Heather Butkowski, City Administrator

Jim Bownik, Assistant to the City Administrator

Miles Cline, Deputy City Clerk-Treasurer

David Hinrichs, Public Works Coordinator

Gordy Beck, Public Works Maintenance



CITY OF LAUDERDALE
LAUDERDALE CITY HALL
1891 WALNUT STREET
LAUDERDALE, MN 55113
651-792-7650
651-631-2066 FAX

December 13, 2016

Mayor Dains and Members of the City Council
Lauderdale Residents and Taxpayers

Dear Mayor and City Council:

Please accept the 2017 budget and my appreciation for your work to plan for a successful 2017. This budget is the product of months of preparation and discussion involving City Council, staff, and the City's public safety partners. The budget reflects the City Council's commitment to providing high quality services at the best price.

Four fund types comprise the Budget: General Fund, Special Revenue Funds, Capital Improvement Funds, and Enterprise Funds.

General Fund

The General Fund is the City's largest fund. Revenue is primarily generated from property taxes and state aids. Fiscal Disparities, a metropolitan area revenue sharing program, provides an additional \$131,121, which is an increase of \$14,964 from what the City received in 2016.

The General Fund budget balanced at \$1,336,024, an increase of 2.6% over 2016. The primary cost increases were for the police contract (\$19,529), comprehensive plan update (\$10,000), and staffing (\$4,897). The property tax levy increased 4.7% to cover the additional expenses.

In 2016, Lauderdale saw the largest increase in median home values in Ramsey County. In 2017, Lauderdale saw the largest decrease. The county assessor attributes Lauderdale's small number of home sales each year to larger variances in values than what other cities experience. The median value for 2017 is \$184,350, down from \$186,550 in 2016. Due to the decrease in values relative to the rest of Ramsey County, residents of a median valued home will see a property tax decrease of approximately \$157.

Special Revenue Funds

Previously, the City had three special revenue funds. With the revisions to the chart of accounts this year, the City now has two special revenue funds that track activity for the cable television franchise and recycling collection. Community event revenue and expenses are now part of the General Fund.

The Communications Fund pays for the staffing and technology necessary to provide access to public, educational, and government (PEG) programming on the City's public access channel.

The revenue is derived from the City's cable franchise agreements with Comcast and CenturyLink. Both entities provide the same level of PEG support in addition to other services.

The Recycling Fund is operated with a mix of grant dollars and special assessment fees paid by homeowners. The money provides for weekly collection of recyclables. The fund has generally maintained a healthy fund balance due to the revenue the City received from the sale of materials. The materials markets have slumped. In order to preserve the Recycling Fund's fund balance, the Council approved an increase in the recycling rate of \$1.68 per household for 2017.

Capital Improvement Funds

The new chart of accounts also eliminated and renumbered some of the capital improvement funds so they follow the State Auditor's guidelines. The Capital Improvement Funds are the 401 General Capital Improvement Fund, 402 Street Capital Fund, 404 Park Improvement Fund, 414 Development Fund, and 415 Housing Development Fund. The 403 Storm Water Capital Fund and 407 Sanitary Sewer Capital Fund were blended into their respective enterprise fund. Revenue in these funds comes from investment interest and post-audit General Fund transfers when warranted.

Capital improvement projects planned for 2017 include alley improvements, resurfacing of the tennis court if warranted, and site prep for 1821 Eustis Street.

Enterprise Funds

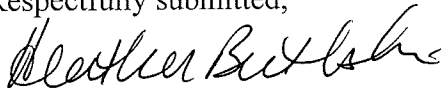
Enterprise funds are intended to operate similar to a private business, where the costs are recovered through user charges. The City operates two enterprise funds: the 602 Sanitary Sewer Fund and the 603 Storm Water Fund.

The primary expense of the Sanitary Sewer Fund is wastewater treatment service provided by Metropolitan Council Environmental Services (MCES). Based on the need to set aside some money each year for maintenance and repair of the system, the Council approved a 2.5% or \$1.32 per quarter increase to the City's sanitary sewer rate.

The on-going expenses of the Storm Water Fund include meeting the requirements of the City's Storm Water Pollution Prevention Program (SWPPP), staffing, and system maintenance and repairs. The Council approved a 5.0% or \$0.76 per quarter increase to the City's storm water rate for 2017.

I look forward to working with the Mayor and City Council and City employees in carrying out the vision and work plan of this budget document.

Respectfully submitted,



Heather Butkowski
City Administrator

GENERAL FUND

The GENERAL FUND accounts for all revenues and expenditures of a governmental unit which are not accounted for in other funds. It is usually the largest and most important accounting activity for state and local governments, normally receiving a greater variety and number of taxes and revenues than any other fund. Specifically, it receives such revenues as general property taxes, licenses and permits, fines and penalties, rents, charges for current services, state grants and aids, and interest earnings. In turn, the GENERAL FUND also finances a larger range of activities than any other fund.

CITY OF LAUDERDALE
GENERAL FUND REVENUES
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-00000-410-31010	CURRENT AD VALOREM TAXES	\$ 486,032	\$ 560,404	\$ 577,212
101-00000-410-31020	DELINQUENT AD VALOREM TAXES	\$ (15,412)	\$ -	\$ -
101-00000-410-31040	FISCAL DISPARITIES	\$ 127,790	\$ 116,157	\$ 131,121
101-00000-410-31055	EXCESS TAX INCREMENT	\$ 578	\$ -	\$ -
101-00000-410-31900	PENALTIES AND INTEREST TAXES	\$ (1,644)	\$ -	\$ -
	TAXES	\$ 597,344	\$ 676,561	\$ 708,333
101-00000-410-32110	LIQUOR LICENSES	\$ 150	\$ 150	\$ 150
101-00000-410-32180	TOBACCO LICENSES	\$ 400	\$ 400	\$ 400
101-00000-410-32190	OTHER BUSINESS LICENSES	\$ 2,075	\$ 1,800	\$ 1,900
101-00000-410-32192	HVAC CONTRACTOR LICENSES	\$ 1,550	\$ 600	\$ 1,200
101-00000-410-32240	ANIMAL LICENSES	\$ 190	\$ 150	\$ 100
101-00000-420-32210	BUILDING PERMITS	\$ 22,613	\$ 13,500	\$ 15,500
101-00000-420-32230	PLUMBING & HEATING PERMITS	\$ 7,065	\$ 3,500	\$ 4,500
101-00000-420-32270	RENTAL HOUSING LICENSES	\$ 6,299	\$ 6,000	\$ 6,000
101-00000-430-32261	EXCAVATING PERMITS	\$ -	\$ -	\$ -
	PERMITS & LICENSES	\$ 40,342	\$ 26,100	\$ 29,750
101-00000-410-33401	LOCAL GOVERNMENT AID	\$ 536,736	\$ 537,502	\$ 537,818
101-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ 1,198	\$ 1,198	\$ 1,198
	INTERGOVERNMENTAL REVENUE	\$ 537,934	\$ 538,700	\$ 539,016
101-00000-410-34101	CITY HALL RENT	\$ 6,988	\$ 2,500	\$ 4,700
101-00000-410-34103	ZONING & SUBDIVISION FEES	\$ 1,000	\$ 1,000	\$ 1,000
101-00000-420-34104	PLAN REVIEW FEES	\$ 6,690	\$ 3,500	\$ 4,000
101-00000-410-34105	SALE OF MAPS & PUBLICATIONS	\$ 17	\$ 50	\$ 25
101-00000-410-34108	ADMINISTRATIVE FEES	\$ 50	\$ -	\$ -
101-00000-420-34202	SPECIAL FIRE PROTECTION SERVICES	\$ 1,225	\$ 600	\$ 600
101-00000-420-34206	MOWING & GARBAGE CLEANUP	\$ -	\$ -	\$ -
101-00000-430-34303	SNOW REMOVAL CHARGES	\$ -	\$ -	\$ -
101-00000-450-34780	PARK SHELTER FEES	\$ -	\$ 5,000	\$ 300
101-00000-450-34920	MERCHANDISE SALES	\$ -	\$ 100	\$ 400
	CHARGES FOR SERVICES	\$ 15,970	\$ 12,750	\$ 11,025

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-00000-420-35101	COURT FINES	\$ 49,771	\$ 45,000	\$ 45,000
101-00000-420-35200	FORFEITED & SEIZED ASSETS	\$ 200	\$ -	\$ -
	FINES & FORFEITS	\$ 49,971	\$ 45,000	\$ 45,000
101-00000-410-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 500	\$ -	\$ -
101-00000-410-36102	PENALTIES & INTEREST	\$ 343	\$ -	\$ -
101-00000-410-36200	OTHER MISCELLEANOUS REVENUE	\$ 3,693	\$ -	\$ -
101-00000-410-36210	INTEREST ON INVESTMENTS	\$ 3,054	\$ 2,125	\$ 2,100
101-00000-410-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ -	\$ -
101-00000-450-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ 3,475	\$ -
101-00000-420-36260	SURCHARGES COLLECTED	\$ 1,385	\$ 500	\$ 800
	MISCELLANEOUS REVENUE	\$ 8,975	\$ 6,100	\$ 2,900
101-00000-410-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
101-00000-410-39200	TRANSFER IN	\$ 20,461	\$ -	\$ -
	OTHER SOURCES	\$ 20,461	\$ -	\$ -
	TOTAL GENERAL FUND REVENUE	\$ 1,270,997	\$ 1,305,211	\$ 1,336,024
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ 3,600	\$ (0)
	FUND BALANCE - January 1	\$ 758,551	\$ 780,967	\$ 784,567
	FUND BALANCE - December 31	<u>\$ 780,967</u>	<u>\$ 784,567</u>	<u>\$ 784,567</u>
	FUND BALANCE - Nonspendable	\$ 1,752	\$ 3,226	
	FUND BALANCE - Restricted			
	FUND BALANCE - Committed			
	FUND BALANCE - Assigned			
	FUND BALANCE - Unassigned	\$ 756,799	\$ 777,741	

CITY OF LAUDERDALE
GENERAL FUND EXPENSE SUMMARY
2017

Department Number	Title	2015 Actual	2016 Adopted	2017 Proposed
41110	LEGISLATIVE	\$ 34,110	\$ 31,353	\$ 27,593
41320	CITY ADMINISTRATION	\$ 198,049	\$ 209,888	\$ 216,105
41410	ELECTIONS	\$ 12,733	\$ 20,080	\$ 18,111
41610	LEGAL	\$ 33,392	\$ 22,100	\$ 23,000
41910	PLANNING	\$ 30,842	\$ 36,391	\$ 41,963
41940	GENERAL GOVERNMENT BUILDINGS	\$ 13,909	\$ 13,300	\$ 18,550
	GENERAL GOVERNMENT	\$ 323,035	\$ 333,112	\$ 345,322
42100	PUBLIC SAFETY	\$ 679,461	\$ 704,910	\$ 727,134
42400	BUILDING INSPECTIONS	\$ 27,017	\$ 36,722	\$ 26,431
	PUBLIC SAFETY	\$ 706,478	\$ 741,632	\$ 753,565
43121	PUBLIC WORKS	\$ 64,877	\$ 81,114	\$ 81,010
43160	STREET LIGHTING	\$ 6,005	\$ 7,000	\$ 7,000
	PUBLIC WORKS	\$ 70,882	\$ 88,114	\$ 88,010
45200	PARKS & RECREATION	\$ 71,235	\$ 70,753	\$ 81,127
46500	ECONOMIC DEVELOPMENT	\$ 2,292	\$ 20,000	\$ 20,000
49200	MISCELLANEOUS UNALLOCATED EXPENSES	\$ -	\$ 10,000	\$ 10,000
49300	OTHER FINANCING USES	\$ 74,659	\$ 38,000	\$ 38,000
	OTHER	\$ 148,186	\$ 138,753	\$ 149,127
TOTAL EXPENDITURES		\$ 1,248,581	\$ 1,301,611	\$ 1,336,024

CITY OF LAUDERDALE
 LEGISLATIVE
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41110-410-41030	PART TIME EMPLOYEES	\$ 16,500	\$ 16,500	\$ 16,500
101-41110-410-41220	FICA		\$ 1,023	\$ 1,023
101-41110-410-41225	MEDICARE	\$ 1,263	\$ 239	\$ 239
101-41110-410-41510	WORKERS COMPENSATION INSURANCE	\$ 39	\$ 41	\$ 41
	PERSONNEL	\$ 17,802	\$ 17,803	\$ 17,803
101-41110-410-42110	GENERAL SUPPLIES	\$ 28	\$ -	\$ 50
101-41110-410-42115	MEETING	\$ -	\$ -	\$ 200
101-41110-410-42410	MINOR TOOLS & EQUIPMENT	\$ 85	\$ -	\$ 100
	SUPPLIES	\$ 113	\$ -	\$ 350
101-41110-410-43140	TRAINING & EDUCATION	\$ 1,499	\$ 1,500	\$ 2,500
101-41110-410-43310	TRAVEL EXPENSE	\$ 2,001	\$ 1,000	\$ 1,200
101-41110-410-43510	LEGAL NOTICES & PUBLISHING	\$ 2,728	\$ 800	\$ 1,500
101-41110-410-43610	INSURANCE & BONDS	\$ 6,905	\$ 6,500	\$ 400
101-41110-410-44330	DUES & SUBSCRIPTIONS	\$ 3,062	\$ 3,750	\$ 3,840
	OTHER SERVICES & CHARGES	\$ 16,195	\$ 13,550	\$ 9,440
101-41110-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 34,110	\$ 31,353	\$ 27,593

NOTES:

Dues include Metro Cities, League of Minnesota Cities, Mayor's Association and Suburban Rate Authority

CITY OF LAUDERDALE
CITY ADMINISTRATION
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41320-410-41010	FULL TIME EMPLOYEES	\$ 114,722	\$ 121,029	\$ 120,987
101-41320-410-41020	OVERTIME	\$ -	\$ -	\$ -
101-41320-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-41320-410-41210	PERA	\$ 8,516	\$ 9,077	\$ 9,074
101-41320-410-41220	FICA	\$ -	\$ 7,504	\$ 7,501
101-41320-410-41225	MEDICARE	\$ 9,066	\$ 1,755	\$ 1,755
101-41320-410-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ 500
101-41320-410-41310	HEALTH INSURANCE	\$ 16,198	\$ 18,240	\$ 16,352
101-41320-410-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 706
101-41320-410-41330	LIFE INSURANCE	\$ -	\$ -	\$ 482
101-41320-410-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 200
101-41320-410-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-41320-410-41510	WORKERS COMPENSATION INSURANCE	\$ 810	\$ 963	\$ 968
	PERSONNEL	\$ 149,312	\$ 158,568	\$ 158,525
101-41320-410-42010	OFFICE SUPPLIES	\$ 1,933	\$ 1,600	\$ 1,600
101-41320-410-42020	COMPUTER SUPPLIES	\$ 211	\$ -	\$ 200
101-41320-410-42030	PRINTED FORMS	\$ 2,983	\$ 3,100	\$ 5,000
101-41320-410-42110	GENERAL SUPPLIES	\$ -	\$ 200	\$ 200
101-41320-410-42115	MEETING	\$ 20	\$ 100	\$ 100
101-41320-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
101-41320-410-42420	MINOR COMPUTER EQUIPMENT	\$ 472	\$ 1,000	\$ 1,000
	SUPPLIES	\$ 5,619	\$ 6,000	\$ 8,100
101-41320-410-43030	AUDITING & ACCOUNTING SERVICES	\$ 13,680	\$ 14,500	\$ 14,500
101-41320-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 7,426	\$ 9,920	\$ 13,780
101-41320-410-43140	TRAINING & EDUCATION	\$ 833	\$ 2,500	\$ 3,000
101-41320-410-43210	TELEPHONE & TELEGRAPH	\$ -	\$ -	\$ -
101-41320-410-43220	POSTAGE	\$ 2,616	\$ 3,000	\$ 3,200
101-41320-410-43250	OTHER COMMUNICATIONS	\$ -	\$ -	\$ -
101-41320-410-43310	TRAVEL EXPENSE	\$ 1,006	\$ 1,200	\$ 1,500
101-41320-410-43510	LEGAL NOTICES & PUBLISHING	\$ 963	\$ 1,100	\$ 1,100
101-41320-410-43610	INSURANCE & BONDS	\$ 6,390	\$ 5,800	\$ 3,500
101-41320-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 869	\$ -	\$ 1,500
101-41320-410-44160	RENTS & LEASES	\$ 2,391	\$ 3,000	\$ 2,700
101-41320-410-44325	BANK FEES & CHARGES	\$ -	\$ -	\$ -
101-41320-410-44330	DUES & SUBSCRIPTIONS	\$ 2,851	\$ 3,400	\$ 3,500
101-41320-410-44370	MISCELLANEOUS CHARGES	\$ 2,901	\$ 900	\$ 1,200
	OTHER SERVICES & CHARGES	\$ 41,926	\$ 45,320	\$ 49,480
101-41320-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ 1,192	\$ -	\$ -
	CAPITAL OUTLAY	\$ 1,192	\$ -	\$ -
TOTAL EXPENDITURES		\$ 198,049	\$ 209,888	\$ 216,105

NOTES

Dues include MCFOA, MAMA, MN GFOA, IMCA, MN City/County Management Association, Pioneer Press, Notary

CITY OF LAUDERDALE
ELECTIONS
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41410-410-41010	FULL TIME EMPLOYEES	\$ 9,587	\$ 10,553	\$ 10,135
101-41410-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ 3,000	\$ -
101-41410-410-41210	PERA	\$ 701	\$ 791	\$ 760
101-41410-410-41220	FICA	\$ -	\$ -	\$ 628
101-41410-410-41225	MEDICARE	\$ 733	\$ 807	\$ 147
101-41410-410-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ -
101-41410-410-41310	HEALTH INSURANCE	\$ 1,404	\$ 1,710	\$ 1,533
101-41410-410-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 66
101-41410-410-41330	LIFE INSURANCE	\$ -	\$ -	\$ 71
101-41410-410-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 40
101-41410-410-41510	WORKERS COMPENSATION INSURANCE	\$ 79	\$ 101	\$ 81
	PERSONNEL	\$ 12,504	\$ 16,962	\$ 13,461
101-41410-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41410-410-42110	GENERAL SUPPLIES	\$ -	\$ 600	\$ 2,500
101-41410-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ 1,650	\$ 1,650
	SUPPLIES	\$ -	\$ 2,250	\$ 4,150
101-41410-410-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ 300	\$ -
101-41410-410-44370	MISCELLANEOUS CHARGES	\$ 229	\$ 568	\$ 500
	OTHER SERVICES & CHARGES	\$ 229	\$ 868	\$ 500
101-41410-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 12,733	\$ 20,080	\$ 18,111

CITY OF LAUDERDALE
LEGAL
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41610-410-43040	LEGAL SERVICES - CIVIL PROCESS	\$ 22,342	\$ 11,000	\$ 11,500
101-41610-410-43045	LEGAL SERVICES - PROSECUTION	\$ 11,050	\$ 11,100	\$ 11,500
	OTHER SERVICES & CHARGES	\$ 33,392	\$ 22,100	\$ 23,000
TOTAL EXPENDITURES		<u>\$ 33,392</u>	<u>\$ 22,100</u>	<u>\$ 23,000</u>

CITY OF LAUDERDALE
 PLANNING, ZONING & INSPECTIONS
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41910-410-41010	FULL TIME EMPLOYEES	\$ 21,529	\$ 14,312	\$ 22,601
101-41910-410-41210	PERA	\$ 1,588	\$ 1,074	\$ 1,694
100-41910-410-41220	FICA	\$ 1,335	\$ 887	\$ 1,402
101-41910-410-41225	MEDICARE	\$ 312	\$ 208	\$ 328
101-41910-410-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ -
101-41910-410-41310	HEALTH INSURANCE	\$ 3,494	\$ 3,420	\$ 3,577
101-41910-410-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 154
101-41910-410-41330	LIFE INSURANCE	\$ -	\$ -	\$ 400
101-41910-410-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 289
101-41910-410-41510	WORKERS COMPENSATION INSURANCE	\$ 566	\$ 740	\$ 868
	PERSONNEL	\$ 28,824	\$ 20,641	\$ 31,313
101-41910-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41910-410-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-41910-410-42110	GENERAL SUPPLIES	\$ 1,098	\$ -	\$ -
	SUPPLIES	\$ 1,098	\$ -	\$ -
101-41910-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 549	\$ 15,500	\$ 10,000
101-41910-410-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-41910-410-43220	POSTAGE	\$ 371	\$ 250	\$ 250
101-41910-410-43610	INSURANCE & BONDS	\$ -	\$ -	\$ 400
	OTHER SERVICES & CHARGES	\$ 920	\$ 15,750	\$ 10,650
TOTAL EXPENDITURES		\$ 30,842	\$ 36,391	\$ 41,963

CITY OF LAUDERDALE
GENERAL GOVERNMENT BUILDINGS
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-41940-410-42110	GENERAL SUPPLIES	\$ 463	\$ 450	\$ 500
101-41940-410-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-41940-410-42410	MINOR EQUIPMENT & TOOLS SUPPLIES	\$ -	\$ -	\$ -
		<u>\$ 463</u>	<u>\$ 450</u>	<u>\$ 500</u>
101-41940-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
101-41940-410-43210	TELEPHONE & TELEGRAPH	\$ 2,099	\$ 1,750	\$ 2,400
101-41940-410-43250	OTHER COMMUNICATIONS	\$ -	\$ -	\$ -
101-41940-410-43610	INSURANCE & BONDS	\$ -	\$ -	\$ 3,200
101-41940-410-43810	ELECTRIC UTILITIES	\$ 2,972	\$ 3,200	\$ 3,200
101-41940-410-43820	WATER UTILITIES	\$ 135	\$ 100	\$ 150
101-41940-410-43830	GAS UTILITIES	\$ 1,838	\$ 3,500	\$ 3,000
101-41940-410-43840	REFUSE DISPOSAL	\$ 3,330	\$ 3,200	\$ 3,500
101-41940-410-43850	SEWER UTILITIES	\$ 135	\$ 100	\$ 100
101-41940-410-44010	BUILDING MAINTENANCE	\$ 2,937	\$ 1,000	\$ 2,500
101-41940-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41940-410-44160	RENTS & L EASES OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
		<u>\$ 13,446</u>	<u>\$ 12,850</u>	<u>\$ 18,050</u>
101-41940-410-45700	OFFICE FURNITURE & EQUIPMENT CAPITAL OUTLAY	\$ -	\$ -	\$ -
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u><u>\$ 13,909</u></u>	<u><u>\$ 13,300</u></u>	<u><u>\$ 18,550</u></u>

NOTES:

Dues include Metro Cities, League of Minnesota Cities, Mayor's Association and Suburban Rate Authority

CITY OF LAUDERDALE
PUBLIC SAFETY
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-42100-420-43100	DISPATCH	\$ 14,802	\$ 17,174	\$ 18,469
101-42100-420-43110	POLICE CONTRACT	\$ 634,386	\$ 653,061	\$ 672,590
101-42220-420-43120	FIRE CONTRACT	\$ 17,303	\$ 18,000	\$ 18,000
101-42220-420-43125	FIRE CALLS & INSPECTIONS	\$ 11,556	\$ 16,600	\$ 18,000
101-42220-420-44370	MISCELLANEOUS CHARGES	\$ 1,414	\$ 75	\$ 75
	OTHER SERVICES & CHARGES	\$ 679,461	\$ 704,910	\$ 727,134
101-42220-420-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 679,461	\$ 704,910	\$ 727,134

CITY OF LAUDERDALE
 BUILDING INSPECTIONS
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-42400-420-41010	FULL TIME EMPLOYEES	\$ 15,972	\$ 25,151	\$ 16,944
101-42400-420-42010	OVERTIME	\$ -	\$ -	
101-42400-420-41210	PERA	\$ 1,198	\$ 1,886	\$ 1,271
101-42400-420-41220	FICA	\$ 990	\$ 1,559	\$ 1,051
101-42400-420-41225	MEDICARE	\$ 232	\$ 365	\$ 246
101-42400-420-41250	DEFERRED COMPENSATION	\$ 2,350	\$ 3,420	\$ 2,259
101-42400-420-41310	HEALTH INSURANCE	\$ -	\$ -	\$ -
101-42400-420-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 111
101-42400-420-41330	LIFE INSURANCE	\$ -	\$ -	\$ 25
101-42400-420-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 25
101-42400-420-41510	WORKERS COMPENSATION INSURANCE	\$ 632	\$ 741	\$ 650
	PERSONNEL	\$ 21,374	\$ 33,122	\$ 22,581
101-42400-420-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-42400-420-42110	GENERAL SUPPLIES	\$ -	\$ 50	\$ -
	SUPPLIES	\$ -	\$ 50	\$ -
101-42400-420-43090	EXPERT & PROFESSIONAL SERVICES	\$ 4,195	\$ 2,000	\$ 2,000
101-42400-420-43140	TRAINING & EDUCATION	\$ 401	\$ 1,000	\$ 600
101-42400-420-43220	POSTAGE	\$ -	\$ 50	\$ 50
101-42400-420-43310	TRAVEL EXPENSES	\$ -	\$ -	\$ -
101-42400-420-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
101-42400-420-43610	INSURANCE & BONDS	\$ -	\$ -	\$ 400
101-42400-420-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
101-42400-420-44380	BUILDING PERMIT SURCHARGES	\$ 1,047	\$ 500	\$ 800
	OTHER SERVICES & CHARGES	\$ 5,643	\$ 3,550	\$ 3,850
TOTAL EXPENDITURES		\$ 27,017	\$ 36,722	\$ 26,431

CITY OF LAUDERDALE
PUBLIC WORKS
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-43121-430-41010	FULL TIME EMPLOYEES	\$ 34,350	\$ 30,415	\$ 32,039
101-43121-430-41020	OVERTIME	\$ 948	\$ 3,000	\$ 3,000
101-43121-430-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-43121-430-41210	PERA	\$ 2,071	\$ 2,506	\$ 2,628
101-43121-430-41220	FICA/MC CONTRIBUTIONS	\$ 2,518	\$ 2,071	\$ 2,172
101-43131-430-41225	MEDICARE	\$ 512	\$ 485	\$ 509
101-43121-430-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ 5,221
101-43121-430-41310	HEALTH INSURANCE	\$ 4,087	\$ 5,700	\$ -
101-43121-430-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 111
101-43121-430-41330	LIFE INSURANCE	\$ -	\$ -	\$ 200
101-43121-430-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 168
101-43121-430-41510	WORKERS COMPENSATION INSURANCE	\$ 1,403	\$ 1,537	\$ 1,612
	PERSONNEL	\$ 45,889	\$ 45,714	\$ 47,660
101-43121-430-42110	GENERAL SUPPLIES	\$ 1,498	\$ 100	\$ 500
101-43121-430-42120	MOTOR FUELS	\$ 2,346	\$ 3,300	\$ 3,000
101-43121-430-42130	LUBRICANTS & ADDITIVES	\$ 94	\$ -	\$ -
101-43121-430-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-43121-430-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
101-43121-430-42210	VEHICLE/EQUIPMENT PARTS	\$ 208	\$ 1,500	\$ 1,500
101-43121-430-42220	TIRES	\$ -	\$ -	\$ -
101-43121-430-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
101-43121-430-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ 1,000	\$ 1,000
101-43121-430-42420	MINOR COMPUTER EQUIPMENT	\$ 1,817	\$ -	\$ -
	SUPPLIES	\$ 5,963	\$ 5,900	\$ 6,000
101-43121-430-43090	EXPERT & PROFESSIONAL SERVICES	\$ 10,737	\$ 19,000	\$ 19,650
101-43121-430-43030	ENGINEERING	\$ 666	\$ 1,000	\$ -
101-43121-430-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-43121-430-43250	OTHER COMMUNICATIONS	\$ -	\$ -	\$ -
101-43121-430-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-43121-430-43610	INSURANCE & BONDS	\$ -	\$ -	\$ 2,200
101-43121-430-44010	BUILDING MAINTENANCE	\$ 959	\$ 7,000	\$ 4,000
101-43121-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 663	\$ 2,500	\$ 1,500
101-43121-430-44160	RENTS & LEASES	\$ -	\$ -	\$ -
101-43121-430-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 13,025	\$ 29,500	\$ 27,350
101-43121-430-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 64,877	\$ 81,114	\$ 81,010

CITY OF LAUDERDALE
STREET LIGHTING
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-43160-430-43810	ELECTRIC UTILITIES	\$ 6,005	\$ 7,000	\$ 7,000
101-43160-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 6,005	\$ 7,000	\$ 7,000
TOTAL EXPENDITURES		<u>\$ 6,005</u>	<u>\$ 7,000</u>	<u>\$ 7,000</u>

CITY OF LAUDERDALE
PARKS & RECREATION
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-45200-450-41010	FULL TIME EMPLOYEES	\$ 45,270	\$ 39,775	\$ 46,278
101-45200-450-41020	OVERTIME	\$ -	\$ -	\$ -
101-45200-450-41040	TEMPORARY EMPLOYEES	\$ 4,957	\$ 6,000	\$ 6,000
101-45200-450-41210	PERA	\$ 3,207	\$ 3,351	\$ 3,025
101-45200-450-41220	FICA	\$ 3,114	\$ 2,838	\$ 3,241
101-45200-450-41225	MEDICARE	\$ 544	\$ 1,039	\$ 758
101-45200-450-41250	DEFERRED COMPENSATION	\$ 6,050	\$ 8,550	\$ 4,754
101-45200-450-41310	HEALTH INSURANCE	\$ -	\$ -	\$ 3,066
101-45200-450-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 176
101-45200-450-41330	LIFE INSURANCE	\$ -	\$ -	\$ 400
101-45200-450-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 154
101-45200-450-41420	UNEMPLOYMENT	\$ 92	\$ -	\$ -
101-45200-450-41510	WORKERS COMPENSATION INSURANCE	\$ 1,189	\$ 1,350	\$ 1,415
	PERSONNEL	\$ 64,423	\$ 62,903	\$ 69,267
101-45200-450-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-45200-450-42110	GENERAL SUPPLIES	\$ 2,234	\$ 1,150	\$ 450
101-45200-450-42115	MEETINGS	\$ -	\$ -	\$ -
101-45200-450-42120	MOTOR FUELS	\$ -	\$ -	\$ -
101-45200-450-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-45200-450-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ 500	\$ 500
101-45200-450-42220	TIRES	\$ -	\$ -	\$ -
101-45200-450-42230	BUILDING REPAIR SUPPLIES	\$ 290	\$ 1,000	\$ 1,000
101-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 2,524	\$ 2,650	\$ 1,950
101-45200-450-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ 700
101-45200-450-43130	COMMUNITY EVENTS	\$ -	\$ -	\$ 3,000
101-45200-450-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-45200-450-43210	TELEPHONE & TELEGRAPH	\$ -	\$ 50	\$ 50
101-45200-450-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-45200-450-43610	INSURANCE & BONDS	\$ -	\$ -	\$ 800
101-45200-450-43810	ELECTRIC UTILITIES	\$ 363	\$ 500	\$ 500
101-45200-450-43820	WATER UTILITIES	\$ 239	\$ 250	\$ 260
101-45200-450-43830	GAS UTILITIES	\$ 442	\$ 700	\$ 700
101-45200-450-43840	REFUSE DISPOSAL	\$ -	\$ -	\$ -
101-45200-450-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44040	VEHICLE/EQUIPMENT MAINTENANCE	\$ 1,594	\$ 1,000	\$ 1,000
101-45200-450-44160	RENTS & LEASES	\$ 575	\$ 1,000	\$ 1,200
101-45200-450-44382	RECREATION PROGRAMS	\$ 1,075	\$ 1,700	\$ 1,700
	OTHER SERVICES & CHARGES	\$ 4,288	\$ 5,200	\$ 9,910
101-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 71,235	\$ 70,753	\$ 81,127

CITY OF LAUDERDALE
 ECONOMIC DEVELOPMENT
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-46500-462-43090	CONSULTING FEES	\$ 2,292	\$ 20,000	\$ 20,000
101-46500-462-44370	MISCELLANEOUS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 2,292	\$ 20,000	\$ 20,000
TOTAL EXPENDITURES		<u>\$ 2,292</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

CITY OF LAUDERDALE
 MISCELLANEOUS UNALLOCATED EXPENDITURES
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-49200-410-48100	CONTINGENCY	\$ -	\$ 10,000	\$ 10,000
	OTHER SERVICES & CHARGES	\$ -	\$ 10,000	\$ 10,000
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>

CITY OF LAUDERDALE
OTHER FINANCING USES
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
101-49300-410-47200	TRANSFER OUT	\$ 74,659	\$ 38,000	\$ 38,000
	TRANSFERS	\$ 74,659	\$ 38,000	\$ 38,000
	TOTAL EXPENDITURES	<u>\$ 74,659</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>

SPECIAL REVENUE FUND

The Special Revenue is established to account for specific revenues or other sources that are designated for financing particular functions or activities as required by federal regulations, state statute, city charter provisions, local ordinances, or specific grant agreements. Most of the special revenue funds in Lauderdale's budget are related to specific federal and state housing programs or grants for specific activities.

CITY OF LAUDERDALE
 SPECIAL REVENUE FUNDS
 2017

Fund	Fund Title	2015 Actual	2016 Adopted	2017 Proposed
226	COMMUNICATIONS	\$ 20,069	\$ 20,000	\$ 20,025
227	RECYCLING	\$ 77,836	\$ 41,377	\$ 43,350
	TOTAL REVENUES	<u>\$ 97,905</u>	<u>\$ 61,377</u>	<u>\$ 63,375</u>
226	COMMUNICATIONS	\$ 23,882	\$ 17,297	\$ 16,543
227	RECYCLING	\$ 85,907	\$ 51,691	\$ 56,960
	TOTAL EXPENDITURES	<u>\$ 109,789</u>	<u>\$ 68,988</u>	<u>\$ 73,503</u>

CITY OF LAUDERDALE
COMMUNICATIONS
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
226-00000-410-31810	FRANCHISE TAX	\$ 20,029	\$ 20,000	\$ 20,000
226-00000-410-36210	INTEREST ON INVESTMENTS	\$ 40	\$ -	\$ 25
	TOTAL REVENUES	\$ 20,069	\$ 20,000	\$ 20,025
226-49480-410-41010	FULL TIME EMPLOYEES	\$ 12,090	\$ 6,087	\$ 5,902
226-49480-410-41210	PERA	\$ 889	\$ 456	\$ 443
226-49480-410-41220	FICA		\$ 377	\$ 366
226-49480-410-41225	MEDICARE	\$ 961	\$ 89	\$ 85
226-49480-410-41250	DEFERRED COMPENSATION		\$ -	\$ -
226-49480-410-41310	HEALTH INSURANCE	\$ 1,810	\$ 1,140	\$ 1,022
226-49480-410-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 44
226-49480-410-41330	LIFE INSURANCE	\$ -	\$ -	\$ 24
226-49480-410-41340	DISABILITY INSURANCE		\$ -	\$ 10
226-49480-410-41510	WORKERS COMPENSATION INSURANCE	\$ 72	\$ 48	\$ 47
	PERSONNEL	\$ 15,822	\$ 8,197	\$ 7,943
226-49480-410-42020	COMPUTER SERVICES	\$ 550	\$ 550	\$ 600
	SUPPLIES	\$ 550	\$ 550	\$ 600
226-49480-410-43130	SPECIAL PROGRAMS	\$ 2,221	\$ 3,000	\$ 2,400
226-49480-410-44160	RENTS & LEASES	\$ 4,739	\$ 5,000	\$ 5,000
226-49480-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 8,060	\$ 9,100	\$ 8,600
226-49480-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 23,882	\$ 17,297	\$ 16,543
	REVENUES OVER/UNDER EXPENDITURES	\$ (3,813)	\$ 2,703	\$ 3,482

CITY OF LAUDERDALE
 RECYCLING
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
227-00000-430-33620	COUNTY GRANTS	\$ 41,909	\$ 5,977	\$ 6,000
227-00000-430-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 35,072	\$ 35,000	\$ 36,750
227-00000-430-36102	PENALTIES & INTEREST	\$ 328	\$ -	\$ -
227-00000-430-36210	INTEREST ON INVESTMENTS	\$ 527	\$ 400	\$ 600
	TOTAL REVENUES	<u>\$ 77,836</u>	<u>\$ 41,377</u>	<u>\$ 43,350</u>
227-43245-430-41010	FULL TIME EMPLOYEES	\$ 13,084	\$ 15,646	\$ 15,748
227-43245-430-41210	PERA	\$ 981	\$ 1,173	\$ 1,181
227-43245-430-41220	FICA	\$ 917	\$ 970	\$ 976
227-43245-430-41225	MEDICARE	\$ 229	\$ 227	\$ 229
227-43245-430-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ -
227-43245-430-41310	HEALTH INSURANCE	\$ 2,294	\$ 2,850	\$ 2,665
227-43245-430-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 110
227-43245-430-41330	LIFE INSURANCE	\$ -	\$ -	\$ 150
227-43245-430-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 75
227-43245-430-41510	WORKERS COMPENSATION INSURANCE	\$ 106	\$ 125	\$ 126
	PERSONNEL	<u>\$ 17,611</u>	<u>\$ 20,991</u>	<u>\$ 21,260</u>
227-43245-430-42110	GENERAL SUPPLIES	\$ 34,556	\$ 350	\$ 350
227-43245-430-42115	MEETING EXPENSES	\$ 1,968	\$ -	\$ -
	SUPPLIES	<u>\$ 36,524</u>	<u>\$ 350</u>	<u>\$ 350</u>
227-43245-430-43130	RECYCLING CONTRACTOR	\$ 31,772	\$ 30,000	\$ 35,000
227-43245-430-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
227-43245-430-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 31,772</u>	<u>\$ 30,700</u>	<u>\$ 35,700</u>
	TOTAL EXPENDITURES	<u>\$ 85,907</u>	<u>\$ 51,691</u>	<u>\$ 56,960</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (8,071)	\$ (10,314)	\$ (13,610)

CAPITAL PROJECT FUNDS

The following Capital Project Funds are established to account for the resources used for the acquisition of capital facilities and infrastructure for the City with the exception of those financed by the Enterprise Funds.

GENERAL CAPITAL IMPROVEMENTS

Established to account for transactions relating to capital improvements to municipal buildings.

CAPITAL IMPROVEMENT - STREETS

Established to account for revenues in excess of expenditures resulting from street improvement projects. The City's policy is to charge a standard residential assessment rate for street improvements. This fund will be used to finance expenditures that exceed revenues received from assessments for future street improvement projects.

PARK IMPROVEMENTS

Established to account for the collection of all parkland dedication fees and expenditure on public park acquisition and improvements.

DISTRICT TAX INCREMENTS

Established to account for revenues and expenditures in the various tax increment districts. Separate accounting is necessary to meet the statutory reporting to the Office of the State Auditor.

DEVELOPMENT AND HOUSING DEVELOPMENT

Established to account for revenues and expenditures related to business and housing development projects.

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT FUNDS
 2017

Fund	Fund Title	2015 Actual	2016 Adopted	2017 Proposed
401	GENERAL CAPITAL	\$ 28,959	\$ 400	\$ 500
403	STREET CAPITAL	\$ 36,943	\$ 2,000	\$ 3,500
404	PARK CAPITAL	\$ 1,609	\$ 1,000	\$ 2,000
405	ROSEHILL TAX INCREMENT	\$ 49,873	\$ -	\$ -
414	DEVELOPMENT	\$ 40,156	\$ 38,000	\$ -
415	HOUSING REDEVELOPMENT	\$ -	\$ -	\$ 38,500
	TOTAL REVENUES	\$ 157,540	\$ 41,400	\$ 44,500
401	GENERAL CAPITAL	\$ 30,809	\$ 48,000	\$ -
402	STREET CAPITAL	\$ 36,943	\$ 152,000	\$ 40,000
404	PARK CAPITAL	\$ 14,800	\$ -	\$ 8,000
405	ROSEHILL TAX INCREMENT	\$ -	\$ -	\$ -
414	DEVELOPMENT	\$ 20,461	\$ -	\$ 10,000
415	HOUSING REDEVELOPMENT	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 103,013	\$ 200,000	\$ 58,000

CITY OF LAUDERDALE
GENERAL CAPITAL
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
401-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
401-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ 25,640	\$ -	\$ -
401-00000-410-36210	INTEREST ON INVESTMENTS	\$ 3,319	\$ 400	\$ 500
401-00000-410-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 28,959</u>	<u>\$ 400</u>	<u>\$ 500</u>
401-41940-410-44370	MISCELLANEOUS CHARGES	\$ 1,850	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 1,850	\$ -	\$ -
401-41940-410-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 13,000	\$ -
401-41940-410-45400	MACHINERY & EQUIPMENT	\$ -	\$ 35,000	\$ -
	CAPITAL OUTLAY	\$ -	\$ 48,000	\$ -
401-41940-410-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 30,809</u>	<u>\$ 48,000</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (1,850)	\$ (47,600)	\$ 500

CITY OF LAUDERDALE
STREET CAPITAL
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
403-00000-430-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
403-00000-430-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
403-00000-430-36210	INTEREST ON INVESTMENTS	\$ 284	\$ 2,000	\$ 3,500
403-00000-430-39200	TRANSFER IN	\$ 36,659	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 36,943</u>	<u>\$ 2,000</u>	<u>\$ 3,500</u>
403-43121-430-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 150,000	\$ 40,000
	CAPITAL OUTLAY	\$ -	\$ 150,000	\$ 40,000
403-43121-430-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 36,943</u>	<u>\$ 152,000</u>	<u>\$ 40,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ (150,000)	\$ (36,500)

CITY OF LAUDERDALE
 PARK CAPITAL
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
404-00000-450-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
404-00000-450-36210	INTEREST ON INVESTMENTS	\$ 1,609	\$ 1,000	\$ 2,000
404-00000-450-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ -	\$ -
404-00000-450-36250	PARKLAND FEES	\$ -	\$ -	\$ -
404-0000-450-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 1,609</u>	<u>\$ 1,000</u>	<u>\$ 2,000</u>
404-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
404-45200-450-45100	LAND	\$ -	\$ -	\$ -
404-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
404-45200-450-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ -	\$ 8,000
404-45200-450-45400	MACHINERY & EQUIPMENT	\$ 14,800	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ 14,800</u>	<u>\$ -</u>	<u>\$ 8,000</u>
404-45200-450-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 14,800</u>	<u>\$ -</u>	<u>\$ 8,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (13,191)	\$ 1,000	\$ (6,000)

CITY OF LAUDERDALE
 ROSEHILL TAX INCREMENT
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
405-00000-462-31050	TAX INCREMENT	\$ -	\$ -	\$ -
405-00000-462-31055	DELINQUENT TAX INCREMENT	\$ -	\$ -	\$ -
405-00000-462-36200	OTHER MISCELLANEOUS REVENUE	\$ 49,742	\$ -	\$ -
405-00000-462-36210	INVESTMENT INTEREST	\$ 131	\$ -	\$ -
405-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 49,873</u>	<u>\$ -</u>	<u>\$ -</u>
405-46500-462-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
405-46500-462-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 49,873	\$ -	\$ -

CITY OF LAUDERDALE
 DEVELOPMENT
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
414-00000-462-36210	INVESTMENT INTEREST	\$ 656	\$ -	\$ 500
414-00000-462-36230	DONATIONS	\$ 1,500	\$ -	\$ -
414-00000-462-39200	TRANSFER IN	\$ 38,000	\$ 38,000	\$ 38,000
	TOTAL REVENUES	<u>\$ 40,156</u>	<u>\$ 38,000</u>	<u>\$ 38,500</u>
414-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ -	\$ 10,000
414-46500-462-47200	TRANSFER OUT	\$ 20,461	\$ -	\$ -
	OTHER FINANCING	\$ 20,461	\$ -	\$ 10,000
	TOTAL EXPENDITURES	<u>\$ 20,461</u>	<u>\$ -</u>	<u>\$ 10,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 19,695	\$ 38,000	\$ 28,500

CITY OF LAUDERDALE
 HOUSING DEVELOPMENT
 2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
415-00000-461-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
415-00000-461-36210	INTEREST ON INVESTMENTS	\$ -	\$ -	\$ -
415-00000-461-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
415-46310-461-45100	LAND	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ -	\$ -

ENTERPRISE FUND

The ENTERPRISE FUND was established to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public is financed or recovered primarily through user charges.

CITY OF LAUDERDALE
 ENTERPRISE FUNDS
 2017

Fund	Fund Title	2015 Actual	2016 Adopted	2017 Proposed
602	SANITARY SEWER	\$ 271,506	\$ 264,582	\$ 274,814
603	STORM WATER	\$ 95,124	\$ 80,400	\$ 85,500
	TOTAL REVENUES	\$ 366,630	\$ 344,982	\$ 360,314
602	SANITARY SEWER	\$ 440,383	\$ 517,911	\$ 258,368
603	STORM WATER	\$ 67,454	\$ 78,584	\$ 73,346
	TOTAL EXPENDITURES	\$ 507,837	\$ 596,495	\$ 331,714

CITY OF LAUDERDALE
SANITARY SEWER
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
602-00000-000-36210	INTEREST ON INVESTMENTS	\$ 2,002	\$ 3,300	\$ 7,000
602-00000-000-37210	SEWER CHARGES	\$ 269,504	\$ 261,282	\$ 267,814
602-00000-000-37290	SEWER ACCESS CHARGES	\$ -	\$ -	\$ -
602-00000-000-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
602-00000-000-39110	GAIN ON DISPOSAL	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 271,506	\$ 264,582	\$ 274,814
602-49450-000-41010	FULL TIME EMPLOYEES	\$ 30,355	\$ 47,577	\$ 36,994
602-49450-000-41020	OVERTIME	\$ 11,809	\$ 12,000	\$ 12,000
602-49450-000-41190	OTHER PAY	\$ -	\$ -	\$ -
602-49450-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
602-49450-000-41210	PERA	\$ 2,763	\$ 3,568	\$ 3,675
602-49450-000-41220	FICA	\$ 3,623	\$ 2,968	\$ 3,038
602-49450-000-41225	MEDICARE	\$ 498	\$ 690	\$ 710
602-49450-000-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ 4,176
602-49450-000-41310	HEALTH INSURANCE	\$ 5,204	\$ 6,024	\$ 1,328
602-49450-000-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 145
602-49450-000-41330	LIFE INSURANCE	\$ -	\$ -	\$ 511
602-49450-000-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 200
602-49450-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,686	\$ 2,956	\$ 3,060
	PERSONNEL	\$ 56,938	\$ 75,783	\$ 65,837
602-49450-000-42110	GENERAL SUPPLIES	\$ 58	\$ 100	\$ 100
602-49450-000-42120	MOTOR FUELS	\$ 514	\$ 700	\$ 700
602-49450-000-42130	LUBRICANTS & ADDITIVES	\$ 345	\$ -	\$ 500
602-49450-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
602-49450-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
602-49450-000-42220	TIRES	\$ -	\$ -	\$ -
602-49450-000-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
602-49450-000-42410	MINOR EQUIPMENT & TOOLS	\$ 65	\$ -	\$ -
	SUPPLIES	\$ 982	\$ 800	\$ 1,300
602-49450-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 1,460	\$ 1,800	\$ 1,800
602-49450-000-43030	ENGINEERING	\$ 24,188	\$ 3,000	\$ 3,000
602-49450-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 15,444	\$ 7,000	\$ 7,000
602-49450-000-43140	TRAINING & EDUCATION	\$ 314	\$ 600	\$ 600
602-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 184	\$ 300	\$ 300
602-49450-000-43310	TRAVEL EXPENSE	\$ 5	\$ -	\$ -
602-49450-000-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
602-49450-000-43610	INSURANCE & BONDS	\$ 2,103	\$ 2,200	\$ 3,500
602-49450-000-43850	SEWER - MET COUNCIL	\$ 132,233	\$ 139,228	\$ 137,131
602-49450-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 1,047	\$ 400	\$ 1,000
602-49450-000-44060	LAUNDRY SERVICES	\$ 694	\$ 700	\$ 800
602-49450-000-44160	RENTS & LEASES	\$ -	\$ -	\$ -
602-49450-000-44200	DEPRECIATION	\$ 39,768	\$ 35,000	\$ 35,000
602-49450-000-44330	DUES & SUBSCRIPTIONS	\$ -	\$ 400	\$ 400
602-49450-000-44390	TAXES & LICENSES	\$ -	\$ 700	\$ 700
602-49450-000-44450	CLAIMS & DAMAGES	\$ 23	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 217,463	\$ 191,328	\$ 191,231

602-49450-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 250,000	\$ -
602-49450-000-45500	VEHICLES	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>
602-49450-000-47200	TRANSFER OUT	\$ 165,000	\$ -	\$ -
	OTHER FINANCING	<u>\$ 165,000</u>	<u>\$ -</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u><u>\$ 440,383</u></u>	<u><u>\$ 517,911</u></u>	<u><u>\$ 258,368</u></u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (168,877)	\$ (253,329)	\$ 16,446

CITY OF LAUDERDALE
STORM WATER
2017

Account Number	Account Description	2015 Actual	2016 Adopted	2017 Proposed
603-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
603-00000-000-36210	INTEREST ON INVESTMENTS	\$ 620	\$ 400	\$ 1,500
603-00000-000-37170	STORM WATER CHARGES	\$ 94,504	\$ 80,000	\$ 84,000
603-00000-000-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 95,124	\$ 80,400	\$ 85,500
603-49500-000-41010	FULL TIME EMPLOYEES	\$ 35,058	\$ 39,997	\$ 36,470
603-49500-000-41020	OVERTIME	\$ 4,920	\$ 5,000	\$ 5,000
603-49500-000-41190	OTHER PAY	\$ -	\$ -	\$ -
603-49500-000-41195	COMP ABSENCES/OPEB	\$ (4,402)	\$ -	\$ -
603-49500-000-41210	PERA	\$ 2,559	\$ 3,000	\$ 3,110
603-49500-000-41220	FICA	\$ 2,856	\$ 2,790	\$ 2,571
603-49500-000-41225	MEDICARE	\$ 508	\$ 270	\$ 601
603-49500-000-41250	DEFERRED COMPENSATION	\$ -	\$ -	\$ 4,176
603-49500-000-41310	HEALTH INSURANCE	\$ 4,781	\$ 5,928	\$ 1,226
603-49500-000-41320	DENTAL INSURANCE	\$ -	\$ -	\$ 142
603-49500-000-41330	LIFE INSURANCE	\$ -	\$ -	\$ 446
603-49500-000-41340	DISABILITY INSURANCE	\$ -	\$ -	\$ 250
603-49500-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,194	\$ 2,399	\$ 2,504
	PERSONNEL	\$ 48,474	\$ 59,384	\$ 56,496
603-49500-000-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
603-49500-000-42120	MOTOR FUELS	\$ 514	\$ 700	\$ 700
603-49500-000-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
603-49500-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
603-49500-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
603-49500-000-42220	TIRES	\$ -	\$ -	\$ -
603-49500-000-42410	MINOR EQUIPMENT & TOOLS	\$ 61	\$ -	\$ -
	SUPPLIES	\$ 575	\$ 700	\$ 700
603-49500-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 1,460	\$ 1,800	\$ 1,800
603-49500-000-43030	ENGINEERING	\$ 6,129	\$ 3,000	\$ 3,000
603-49500-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 5,900	\$ 9,000	\$ 6,000
603-49500-000-43140	TRAINING & EDUCATION	\$ 14	\$ 500	\$ 300
603-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 184	\$ 300	\$ 300
603-49500-000-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
603-49500-000-43510	LEGAL NOTICES PUBLISHING	\$ 48	\$ 100	\$ 100
603-49500-000-43610	INSURANCE & BONDS	\$ 2,104	\$ 2,200	\$ 1,500
603-49500-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 67	\$ 400	\$ 400
603-49500-000-44060	LAUNDRY SERVICES	\$ 694	\$ 700	\$ 750
603-49500-000-44200	DEPRECIATION	\$ -	\$ -	\$ -
603-49500-000-44330	DUES & SUBSCRIPTIONS	\$ 910	\$ 500	\$ 1,000
603-49500-000-44370	MISCELLANEOUS CHARGES	\$ 895	\$ -	\$ 1,000
603-49500-000-44390	TAXES & LICENSES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 18,405	\$ 18,500	\$ 16,150
603-49500-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ -	\$ -

	CAPITAL OUTLAY	\$ -	\$ -	\$ -
603-49450-000-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 67,454</u>	<u>\$ 78,584</u>	<u>\$ 73,346</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 27,670	\$ 1,816	\$ 12,154

SUPPORTING DATA

- Glossary of Terms
- Capital Improvement Plan

GLOSSARY OF TERMS

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

ACTIVITY

A cost center for recording charges for services delivered or functions performed. Each activity has an assigned manager who is responsible for planning and conducting the various approved objectives or workloads. For example, "Snow Removal" is an activity performed as part of the Street Maintenance Program.

AD VALOREM TAX

A tax levied on the assessed value of real and personal property. This tax is also known as property tax.

APPROPRIATIONS

An authorization made by the City Council, which permits the City to incur obligations and to make expenditures of resources.

BALANCED BUDGET

A budget in which planned funds available equal planned expenditures.

BONDS

A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date.

BUDGET

An annual financial plan that identifies revenues specifies the type and level of services to be provided and establishes the amount of money that can be spent.

BUDGET OVERVIEW

The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Administrator.

CAPITAL ASSETS

Assets (buildings, vehicles, land, infrastructure) with an expected life of more than two years and a unit cost of \$5,000 and greater.

CAPITAL CONTRIBUTIONS

Capital assets received from the general government should be reported as capital contributions rather than transfers. Contributions would include developer installed infrastructure, developer payments and general government paid expenses.

CAPITAL IMPROVEMENT PLAN (CIP)

The budgeted costs to provide needed infrastructure, park development, building construction or rehabilitation, equipment, vehicles and other related items. Funding is received from bonding and other various sources.

CAPITAL PROJECTS FUND

The Capital Improvement Fund established to account for resources and uses of capital projects financed by sources other than property owner assessments.

CAPITAL OUTLAY

A level of budgetary appropriation which includes expenses for the addition of capital assets such as land, building, machinery and equipment.

CHARGES FOR SERVICES

Consists of a wide variety of fees for services charged by City agencies, generally categorized under Parks, Public Safety, Animal Control, Public Works, and Zoning.

CONTINGENCY

An appropriation of funds to cover unforeseen events that occur during the fiscal year.

CURRENT TAXES

Taxes levied and becoming due during the current year, from the time the amount the tax levy becomes due until sixty days after the first of the next year.

DEBT SERVICE

The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

DEBT SERVICE FUND

The debt service fund is used to account for the accumulation of resources for and the payment of general long-term debt principal, interest, and related costs.

DELINQUENT TAXES

Taxes that remains unpaid on and after sixty days past the first of the year following the year in which they were due.

DEPARTMENT

An organizational unit for purposes of administration and cost accounting.

DIVISION

An organizational unit within a department for purposes of administration and cost accounting.

ENTERPRISE FUND

A self-supporting fund designed to account for activities supported by user charges; examples are water, storm water and sanitary sewer.

EXPENDITURE

Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service and capital outlay.

FINES AND FORFEITURES

Consists of a variety of fees, fines and forfeitures collected by the State Court System, including bail forfeitures, garnishments, legal defenders recoupment and juror/witness fees.

FISCAL DISPARITIES

Local units of government in the Twin Cities metropolitan area and on the iron range participate in property tax base sharing programs. Under these two programs, a portion of the growth in commercial and industrial property value of each city and township is contributed to a tax base sharing pool. Each city and township then receives a distribution of property value from the pool based on market value and population in each city.

FISCAL YEAR

Any period of 12 consecutive months designated as the budget year. The City's budget year begins January 1 and ends December 31.

FRANCHISE FEE

Fee imposed on local sales of public utility services, such as electricity, gas and cable television.

FUND

An independent fiscal and accounting entity with a self-balancing set of accounts for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations or restrictions. For descriptions of the various funds, listed below, please see heading page for each fund in this document.

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Enterprise Funds

FUND BALANCE

The excess of assets over liabilities and reserves. The term “fund balance” is used in governmental fund types. The term “retained earnings” is used for the enterprise funds.

GENERAL FUND

The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, data processing, park and recreation, public works and general administration.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public projects such as streets, buildings, and utility improvements; the repayment of these bonds is usually made from the General Fund, and these bonds are backed by the full faith and credit of the issuing government.

HOMESTEAD MARKET VALUE EXCLUSION (HMVE)

Starting with taxes payable in 2012, qualifying homeowners will receive a value exclusion, which means that they will pay taxes on only a portion of their home’s value. Only homesteads (defined as owner-occupied homes for tax purposes) qualify for the exclusion. Homesteads valued at less than \$76,000 will have 40 percent of their value excluded; for homesteads valued at more than \$76,000, the exclusion percentage is reduced until it hits 0%.

INTEREST INCOME

Revenue associated with the City cash management activities of investing fund balances.

INTERGOVERNMENTAL REVENUE

Revenue received from other governments in the form of grants or shared revenues.

INTERNAL SERVICE FUND

A fund established to account for an entity, which provides goods and services to other City entities and charges those entities for the goods and services provided.

LEVY LIMITATION

The maximum amount, which is permitted to be levied by a taxing jurisdiction as established by Minnesota Statutes. Levy Limits were in place for 2009, 2010 and 2011 for cities with populations over 2,500.

LICENSE REVENUE

Consists of both a "revenue fee" and "regulatory fee" imposed on business.

LOCAL GOVERNMENT AID

A state government revenue sharing program for cities and townships that is intended to provide an alternative to the property tax. The formulae for distributing the aid payments were changed for 2004 and beyond. Large city formula factors are: pre-1940 housing percentage, population decline over last decade, accidents per capita, average household size, metro or non-metro and adjusted tax capacity per capita. In 2006, a new aid base for small cities was created. Cities under 5,000 in population received base aid equal to \$6 per capita. The 2008 reforms resulted in several other changes and additions to aid base. The formula was again in 2013 for aid distributions in 2014 and beyond.

LOCAL TAX RATE

The rate used to compute taxes for each parcel of property. Local tax rate is computed by dividing the certified levy (after reduction for fiscal disparities distribution levy and disparity reduction) by the taxable tax capacity.

MARKET VALUE

An assessor's estimate of what property would be worth on the open market if sold. The market value is set on January 2 of the year before taxes are payable.

MARKET VALUE HOMESTEAD CREDIT (MVHC)

The Market Value Homestead Credit program replaced Homestead and Agricultural Aid, which was repealed in 2002. Beginning with taxes payable in 2002, homesteads became eligible for state paid credit of as much as 0.4 percent of a homestead's market value up to a maximum credit of \$304. Homeowners do not apply for this credit – it was automatically applied and the state reimbursed local governments for the value of the credit. The 2011 Legislature eliminated this credit program.

OPERATING BUDGET

Plans of current expenditures and the proposed means of financing. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of the government are controlled. The operating budget is essential to sound financial management.

OTHER CHARGES

A level of budgetary appropriations which include expenses for outside professional services, advertising, insurance, utility costs, repairs, maintenance and miscellaneous costs.

PERMIT REVENUE

Fees imposed on construction-related activities and for the acquisition of other non-business permits (e.g. dog, bicycle, house-moving, etc.).

PERSONAL SERVICES

A level of budgetary appropriations that include expenses for salaries, wages, and related employee benefits such as the City's share of retirement and insurance.

PROPERTY CLASS

The classification assigned to each parcel of property based on the use of the property. For example, owner-occupied residential property is classified as homestead.

PROPERTY TAX LEVY

The tax imposed by a local unit of government. The tax is established on or around December 28 of the year preceding the year taxpayers will pay the levy.

REVENUE

Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

STRATEGIC POLICY PLANNING

Establishing and prioritizing goals and policy direction. Represents the City's fundamental planning process.

SUPPLIES

A level of budgetary appropriations which include expenses for commodities that are used such as office supplies, operating supplies, repair and maintenance supplies.

TAX CAPACITY and TAX CALCULATIONS

An explanation of tax capacity, tax rates, and a total tax calculation example follows:

Estimated Market Value: The current worth of properties subject to taxation as determined by the county assessor. Each property must be appraised at least once every four years.

Class Rates: The percentage of estimated market value subject to taxation for various types (classes) of property. Residential property, for example, is taxed at a different rate than agricultural, commercial or industrial. These rates are set by state legislation and subject to amendment on an annual basis.

Class Rate Examples:

<u>Classification</u>	<u>Class Rates for 2016</u>
Residential Homestead	First \$500,000 at 1% Amount over \$500,000 at 1.25%
Commercial/Industrial	First \$150,000 at 1.50% Amount over \$150,000 at 2%

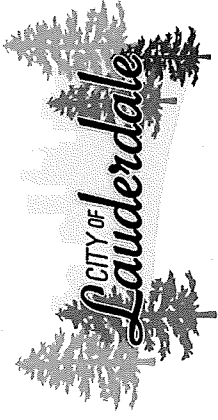
Tax Capacity of a Property: The valuation of property based on the estimated market value multiplied by the appropriate class rates as noted above. The property tax for each parcel is based on its tax capacity.

Tax Capacity Rate: The total of all levies (net of other State aid) in a jurisdiction divided by the total tax capacity of that jurisdiction. This factor is multiplied by the tax capacity of an individual property to determine the tax payable in the current year. Lauderdale's payable 2015 tax rate varies by watershed district and ranges from 113.605 to 114.137.

Total Tax Capacity: The amount computed by first totaling the tax capacities of all parcels of property within a city. Adjustments for fiscal disparities, tax increment and a portion of the powerline value are made to this total since not tax capacity is available for general tax purposes.

TRUTH IN TAXATION

The “taxation and notification law” that requires local governments to set estimated levies, inform taxpayers about the impacts, and announce which of their regularly scheduled council meetings will include a discussion of the budget and levy. Taxpayer input is taken at that meeting.



CITY OF LAUDERDALE
CAPITAL IMPROVEMENT PLAN
2017-2026

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 DEPARTMENT SUMMARY



DEPARTMENT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Council Chambers			\$ 20,000								\$ 20,000
City Hall		\$ 60,000									\$ 60,000
Public Works				\$ 15,000	\$ 40,000	\$ 40,000				\$ 40,000	\$ 135,000
Street Infrastructure	\$ 40,000						\$ 175,000				\$ 215,000
Parks	\$ 8,000										\$ 8,000
Development	\$ 10,000										\$ 10,000
Sanitary Sewer											\$ -
Storm Water											\$ -
GRAND TOTAL	<u>\$ 58,000</u>	<u>\$ 60,000</u>	<u>\$ 20,000</u>	<u>\$ 15,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ 448,000</u>

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUNDING SOURCE SUMMARY



FUND	TITLE	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
226	Communications			\$ 20,000								\$ 20,000
401	General Capital		\$ 60,000		\$ 15,000	\$ 40,000	\$ 40,000				\$ 40,000	\$ 195,000
403	Street Improvement	\$ 40,000						\$ 175,000				\$ 215,000
404	Park Improvement	\$ 8,000										\$ 8,000
414	Development	\$ 10,000										\$ 10,000
601	Sanitary Sewer											\$ -
602	Storm Water											\$ -
GRAND TOTAL		<u>\$ 58,000</u>	<u>\$ 60,000</u>	<u>\$ 20,000</u>	<u>\$ 15,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ 448,000</u>



CITY OF LAUDERDALE
CAPITAL IMPROVEMENT PLAN
PROJECT SUMMARY BY YEAR AND FUNDING SOURCE

YEAR	PROJECT	FUND				
		202	401	402	404	601 602
2017	Tennis Courts Resurfacing				\$ 8,000	
	1821 Eustis Site Improvements		\$ 40,000			
	Eustis/Malvern Street Alley Improvements				\$ 10,000	
2018	City Hall - replace roof			\$ 60,000		
2019	Council Chambers Technology	\$ 20,000				
2020	Public Works Garage - replace roof			\$ 15,000		
2021	2001 John Deere Tractor 3520			\$ 40,000		
2022	2012 Ford F350 Truck and Plow			\$ 40,000		
2023	Sealcoating - all City streets		\$ 175,000			
2024						
2025						
2026	2016 Ford F350 Truck and Plow			\$ 40,000		
	TOTALS	<u>\$ 20,000</u>	<u>\$ 215,000</u>	<u>\$ 195,000</u>	<u>\$ 8,000</u>	<u>\$ -</u>

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 401 - GENERAL CAPITAL IMPROVEMENT



PROJECT	YEAR									
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
City Hall - 3 section kitchen sink										
City Hall - carpet replacement										
1992 John Deere Mower 1445 10 year schedule										
City Hall - replace roof 20 year schedule		\$ 60,000								
Public Works Garage - replace roof 25 year schedule				\$ 15,000						
2001 John Deere Tractor 3520 10 year schedule					\$ 40,000					
2012 Ford F350 Truck and Plow 10 year schedule						\$ 40,000				
2016 Ford F350 Truck and Plow 10 year schedule										\$ 40,000
TOTALS	\$ -	\$ 60,000	\$ -	\$ 15,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 403 - STREET IMPROVEMENT



PROJECT	YEAR										
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
Sealcoating - all City streets 7 year schedule	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -
Site Improvements - 1821 Eustis Street	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE
 TECHNOLOGY REPLACEMENT PLAN
 2016 - 2020



Department	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Funding Source(s)
City Administrator	0	0	0	1,500	0	0	0	1,500	0	0	Fund 101 - Operating
Assistant City Administrator	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Deputy City Clerk	1,000	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
Public Works Coordinator	0	1,000	0	0	0	1,000	0	0	0	1,000	Fund 101 - Operating
Public Works Maintenance	1,000	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
City Hall Front Counter	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
City Hall Printer	0	0	350	0	0	0	0	0	0	0	Fund 101 - Operating
City Hall Copier	0	Lease	0	0	0	Lease	0	0	0	Lease	Fund 101 - Operating
TOTAL	2,000	1,000	1,350	2,500	2,000	1,000	1,000	2,500	2,000	1,000	

NOTES

Computers are replaced on 4-year schedule.

Printer is replaced on 10-year schedule.

Copier is leased on 4-year schedule.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
Public Hearing X
Discussion X
Action X
Resolution _____
Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER Building Code Ordinance

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

A new version of the Building Code was adopted in the past year. As such, staff looked at our existing ordinance and realized it needed some changes to reflect modification in state law and the building code itself. The following ordinance was drafted by the City Attorney. Overall, the ordinance doesn't change what or how the ordinance is implemented; you could consider it a technical amendment.

OPTIONS:

STAFF RECOMMENDATION:

Motion to adopt Ordinance No. 16-03, An Ordinance Amending Title 9, Chapter 1 of the Code of Ordinances Regarding the Building Code.

COUNCIL ACTION:

CITY OF LAUDERDALE
ORDINANCE NO. 16-03

An Ordinance Amending Title 9, Chapter 1 of the
Code of Ordinances Regarding the Building Code

The city council of the city of Lauderdale ordains as follows:

SECTION 1. The current Title 9, Chapter 1 of the Lauderdale City Code is hereby deleted in its entirety.

SECTION 2. The following is hereby adopted as the new Title 9, Chapter 1 of the Lauderdale City Code:

CHAPTER 1

BUILDING CODE

SECTION:

9-1-1: CODES ADOPTED BY REFERENCE

9-1-2: APPLICATION, ADMINISTRATION, AND ENFORCEMENT

9-1-3: PERMITS AND FEES

9-1-4: VIOLATIONS AND PENALTIES

9-1-5: BUILDING CODE OPTIONAL CHAPTERS

9-1-1: CODES ADOPTED BY REFERENCE

The Minnesota State Building Code, as adopted by the Commissioner of Labor and Industry pursuant to Minnesota Statutes chapter 326B, including all of the amendments, rules and regulations established, adopted and published from time to time by the Minnesota Commissioner of Labor and Industry, through the Building Codes and Standards Unit, is hereby adopted by reference. The Minnesota State Building Code is hereby incorporated in this ordinance as if fully set out herein.

9-1-2: APPLICATION, ADMINISTRATION, AND ENFORCEMENT

The application, administration, and enforcement of the code shall be in accordance with Minnesota State Building Code. This code shall be enforced by the Minnesota Certified Building Official designated by the City to administer the code in accordance with Minnesota Statutes Section 326B.133, subdivision 1, as it may be amended from time to time.

9-1-3: PERMITS AND FEES

The issuance of permits and the collection of fees shall be as authorized in Minnesota Rules Chapter 1300, as it may be amended from time to time. Permit fees shall be assessed for work governed by this code in accordance with the fee schedule adopted by the City. In addition, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota Statutes Section 326B.148, as it may be amended from time to time.

9-1-4: VIOLATIONS AND PENALTIES

A violation of this Chapter is a misdemeanor.

9-1-5: BUILDING CODE OPTIONAL CHAPTERS

Minnesota State Building Code, Chapter 1300 allows the City to adopt by reference and enforce certain optional chapters of the most current edition of the Minnesota State Building Code.

The following optional chapters identified in the most current edition of the State Building Code are hereby adopted and incorporated as part of the building code for the City:

1. Minnesota Rules Chapter 1306, Special Fire Protection Systems with selection of Section 1306.0020, Subp. 3; and
2. Grading, International Building Code Appendix Chapter J.

SECTION 3. This ordinance shall be effective upon its adoption and publication.

Adopted by the Lauderdale City Council this 13th day of December, 2016.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator-Clerk

Published in the Roseville Review on the 20th day of December, 2016.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent	_____
Public Hearing	_____ <u>X</u>
Discussion	_____ <u>X</u>
Action	_____ <u>X</u>
Resolution	_____
Work Session	_____

Meeting Date December 13, 2016

ITEM NUMBER Interim Ordinance (Signs)

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

It has been some time since the City's sign ordinance was adopted. In that timeframe, court cases, such as Reed v. Town of Gilbert, have impacted sign regulations. In order to be able to effectively administer the sign ordinance, staff are asking the City Council to adopt the interim ordinance, often called a moratorium, to provide the time needed to work with the City Attorney to draft an ordinance compliant with the new laws and court interpretations. Ideally, this will take less than one year but state law allows the City to use the interim ordinance for up to one year.

Also presented is a resolution that would allow publication of the ordinance in summary. The votes for the interim ordinance and resolution need to be made separately as passage on each requires a different majority.

OPTIONS:

Decide whether or not to adopt an interim ordinance while revising the sign ordinance.
Decide whether or not to adopt the resolution allowing for publication of the ordinance by title and summary.

STAFF RECOMMENDATION:

Motion to adopt Ordinance No. 16-04, An Interim Ordinance Regarding the Regulation of Signs and Billboards within the City of Lauderdale Adopted Pursuant to Minn. Stat. § 462.355, Subd. 4.

Motion to adopt Resolution 131316G Authorizing Publication of Ordinance No. 16-04 by Title and Summary.

CITY OF LAUDERDALE
ORDINANCE NO. 16-04

An Interim Ordinance Regarding the Regulation of Signs and Billboards within the City of
Lauderdale Adopted Pursuant to Minn. Stat. § 462.355, Subd. 4

The city council of the city of Lauderdale ordains as follows:

Section 1. Authority and Findings.

- A. Minn. Stat. §462.355, Subd. 4 provides that if a municipality is conducting studies or has authorized a study to be conducted for the purpose of considering adoption or amendment of a comprehensive plan or official control, the city council may adopt an interim ordinance for the purpose of protecting the planning process and the health, safety and welfare of its citizens. An interim ordinance may regulate, restrict or prohibit any use, development or subdivision within the City for a period not to exceed one year from the effective date of the interim ordinance.
- B. The City's zoning code currently contains certain provisions relating to the regulation of signs and billboards that need to be reviewed in light of the recent United States Supreme Court case of Reed v. Town of Gilbert. Based on this case and on the fact that the City's current ordinance was adopted prior to its issuance, the city council believes that the regulation of signs and billboards deserves careful consideration.
- C. The city council also believes that authorizing a study regarding signs and billboards is necessary in order to evaluate various regulatory options available to the City, including maintaining current regulations or enacting amended or additional official controls. The City's current ordinance does not adequately address the unique needs and local impact of electronic billboards that emit light and contain durational messages.
- D. The city council believes declaring a moratorium on all applications regarding signs and billboards within the City is necessary and prudent in order to complete the study, to give the city council sufficient time to evaluate various options for regulation and to protect the planning process and the health, safety and welfare of Lauderdale's citizens.

Section 2. Study. The city council hereby authorizes a study by City staff and consultants of the issues relating to the regulation of signs and billboards, including but not limited to a review of the public health, safety, and welfare issues relating to signs and billboards. The study shall include, but not be limited to, a careful consideration of the current legal climate and whether regulating durational messages on electronic signs and billboards is reasonably necessary to protect the safety of motorists and pedestrians and the peaceful use of property. The study shall also consider which of the City's current regulations, if any, should be maintained.

Section 3. Prohibition. In accordance with the above findings, no application for any permit, license or approval of any nature concerning a sign or billboard shall be accepted by the City during the term of this interim ordinance. No additional review or other work on any previously accepted applications concerning a sign or billboard shall be conducted during the term of this interim ordinance. Previously received applications shall be withdrawn by the applicant or the application shall be acted upon by the City in accordance with this interim ordinance.

Section 4. Enforcement. The City may enforce this interim ordinance by injunction or any other appropriate civil remedy in any court of competent jurisdiction.

Section 5. Separability. Every section, provision or part of this interim ordinance is declared separable from every other section, provision or part. If any section, provision or part of this interim ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision or part.

Section 6. Effective Date; Duration. This ordinance shall take effect upon passage and upon publication in the City's official newspaper. This interim ordinance shall be effective until the earlier of the following two dates: (a) one year from the effective date of this ordinance, or (b) the date upon which the city council reaffirms, amends, or repeals its ordinances and official controls relating to signs and billboards.

Adopted by the Lauderdale City Council this 13th day of December, 2016.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator-Clerk

Published in the Roseville Review on the 20th day of December, 2016.

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 121316G

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**RESOLUTION AUTHORIZING PUBLICATION OF
ORDINANCE NO. 16-04 BY TITLE AND SUMMARY**

WHEREAS, the city council of the city of Lauderdale has adopted Ordinance No. 16-04, an interim ordinance authorizing a study and imposing restrictions on signs and billboards; 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 Lauderdale that the city administrator-clerk shall cause the following summary of Ordinance No. 16-04 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The city council of the city of Lauderdale has adopted Ordinance No. 16-04 to impose interim regulations and restrictions on signs and billboards. The ordinance authorizes City staff and consultants to conduct a study regarding signs and billboards to determine whether amendments to the City's current regulatory scheme are appropriate in light of recent case law and changing technology. The ordinance also provides that no new application for any permit, license or approval of any nature concerning a sign or billboard shall be accepted by the City, nor shall additional review or other work on previously accepted applications, if any, concerning a sign or billboard be conducted. Previously received applications shall be withdrawn by the applicant or the application shall be acted upon by the City in accordance with the interim ordinance. The interim regulations shall be in place for up to one year to allow the City sufficient time to conduct its study and to develop and adopt any necessary amendments to the Lauderdale City Code. The full text of Ordinance No. 16-04 is available for inspection at Lauderdale city

hall during regular business hours.

Heather Butkowski, City Administrator-Clerk

BE IT FURTHER RESOLVED by the city council of the city of Lauderdale that the city administrator-clerk keep a copy of the ordinance at city hall for public inspection.

Dated: December 13, 2016.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator-Clerk

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.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
Public Hearing _____
Discussion _____ X _____
Action _____ X _____
Resolution _____ X _____
Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER TC Chinese Christian Church

STAFF INITIAL _____

HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City received a donation of \$1,500.00 from the Twin Cities Chinese Christian Church. The Church has made similar donations in years past, which the Council has accepted.

Minnesota Statutes 465.03 states that every donation acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.

The resolution accepts the donation for Fund 414 Development to use for community projects.

OPTIONS:

1. Adopt resolution accepting the donation.
2. Decline the donation and return to donor.

STAFF RECOMMENDATION:

Adopt Resolution 121316H Accepting the Donation from the Twin City Chinese Christian Church.

COUNCIL ACTION:

RESOLUTION NO. 121316H

**CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**RESOLUTION ACCEPTING A DONATION FROM THE
TWIN CITIES CHINESE CHRISTIAN CHURCH**

WHEREAS, the City of Lauderdale is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens, and is specifically authorized to accept gifts and bequests; and

WHEREAS, the following persons and entities have offered to contribute cash amounts set forth below to the city:

Twin City Chinese Christian Church	\$1,500.00
------------------------------------	------------

WHEREAS, all such donations have been contributed to assist the city in the establishment and operation of facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

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

1. The donations described above are accepted and shall be used to establish and operate development programs either alone or in cooperation with others, as allowed by law.
2. The city administrator is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City of Lauderdale this 13th day of December, 2016.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

雙城華人基督教會

TWIN CITY CHINESE CHRISTIAN CHURCH

1795 Eustis Street

Lauderdale, Minnesota 55113

U. S.A.

Phone 651-644-9321

November 29, 2016

City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Re: City Gift

Dear City of Lauderdale:

As we are upon the Thanksgiving season, we give thanks for the City of Lauderdale. We feel blessed to be able to go to Lauderdale to hold our worship services and other church activities. I am especially thankful during the winters when snow is on the ground and your staff are out plowing early in the morning, it makes my job easier.

As a token of our appreciation, please accept this gift for \$1500 to be used as you see fit in the City of Lauderdale. Thank you for all you do!

Sincerely,



John Shen
Buildings and Grounds Deacon

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
 Public Hearing _____
 Discussion X
 Action X
 Resolution _____
 Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER Council Meeting Schedule

STAFF INITIAL JAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council sets its meeting schedule for the year. If the Council continues to meet the 2nd and 4th Tuesdays of the month, the schedule would be as attached. Holidays do not conflict with the proposed meeting schedule. After the Council adopts the meeting schedule, it will be posted in the entryway and published in the *Roseville Review*.

When Council Member Gaasch becomes Mayor in January, her city council seat will become vacant. In order to fill that position in a timely fashion, staff propose holding an additional council meeting the first week of January. If the Council agrees, staff will be able to post notice already, well in advance of the meeting. The swearing in ceremony would also occur that night.

OPTIONS:

- Adopt the attached City Council meeting schedule.
- Propose a new schedule.

STAFF RECOMMENDATION:

Motion to Council adopt the attached City Council meeting schedule for 2017 including a special meeting to be held on January X.

COUNCIL ACTION:

2017 Lauderdale Schedule

City Council Meetings

Holidays Observed

January X
January 10
January 24

February 14
February 28

March 14
March 28

April 11
April 25

May 9
May 23

June 13
June 27

July 11
July 25

August 8
August 22

September 12
September 26

October 10
October 24

November 14
November 28

December 12

New Year's Day – Monday, January 2
M. L. King Day – Monday, January 16
Presidents Day – Monday, February 20
Memorial Day –Monday, May 29
Independence Day –Tuesday, July 4
Labor Day – Monday, September 4
Veterans Day – Friday, November 10
Thanksgiving Holiday –Thursday, November 23 &
Friday, November 24
Christmas Holiday – Monday, December 25 &
Tuesday, December 26

Meeting Notes:

- January X Special Meeting to Discuss Vacant Council Seat
- City Council meetings begin at 7:30 p.m. at Lauderdale City Hall, 1891 Walnut Street.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
Public Hearing _____
Discussion _____ X _____
Action _____
Resolution _____
Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER Distribution of Council Info

STAFF INITIAL

HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

One of staff's 2017 goals was to "publish agendas, minutes, council packets, and historical information on the city's website via Laserfiche." Laserfiche is a document repository software program the City purchased a year ago. Since then, staff has been able to develop a better understanding of the tool's functionality and propose using it to publish city documents. This will make them easier to access and they will become available as soon as they are scanned with no additional effort from staff. Currently staff have to upload each document to the City's website and they require Adobe Reader to view. Please let staff know if you have any questions about this change. We are working with Roseville IT to get things in place and we will draft an article for the next city newsletter.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
 Public Hearing _____
 Discussion _____ X _____
 Action _____ X _____
 Resolution _____
 Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER St Paul Water Board

STAFF INITIAL *AM*

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

You may recall that the City entered into a new agreement with the cities of Maplewood, West St. Paul, and Falcon Heights a couple of years ago regarding how representation on the St. Paul Regional Water Services board would be rotated between the cities. The board is comprised of three members of the St. Paul City Council, two St. Paul citizens, and two suburban representatives. It is Lauderdale's turn to make an appointment for a term that will run from 2017-2019. The last time Lauderdale was able to make an appointment, the Mayor of West St. Paul asked for Lauderdale's turn. As such, Lauderdale hasn't had a representative on the board in over a decade.

The current board members include elected and non-elected representatives. Among the elected representatives are Amy Brendmoen, Rebecca Noecker, and Chris Tolbert of the St. Paul City Council; David Meisinger, Mayor of West St. Paul; and Will Rossbach, formerly of the Maplewood City Council.

Staff are looking for feedback on whether anyone on the Council would like to sit on the board. I think a representative from the City Council is the best situation. The West St. Paul city manager left me a message expressing their interest in the seat. The appointment can also be a Lauderdale resident.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____
Public Hearing _____
Discussion _____ X _____
Action _____ X _____
Resolution _____
Work Session _____

Meeting Date December 13, 2016

ITEM NUMBER Engagement Letter

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Andy Berg from Abdo, Eick, and Meyers submitted, a three-year engagement letter for Council consideration. The total cost for 2016 is \$18,200 for the audit, the Management Advisory Letter, and the State Auditor reporting including the TIF report. Committing to three years, as opposed to annual agreements, results in cost savings in the second and third years.

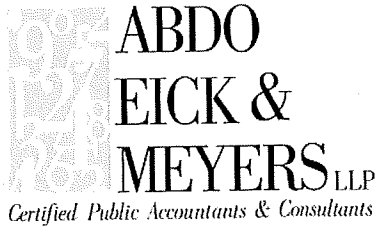
OPTIONS:

Approve a one or three year agreement with Abdo, Eick, and Meyers for auditing services.

STAFF RECOMMENDATION:

Motion to approve the three-year engagement letter with Abdo, Eick, and Meyers.

COUNCIL ACTION:



December 2, 2016

Management, Honorable Mayor, and City Council
City of Lauderdale
Lauderdale, Minnesota

We appreciate the opportunity to work with you and the staff at the City of Lauderdale (the City) over the past years to conduct your annual financial audits. This has been a successful working relationship because we have spent a great deal of time understanding how your City operates, and you getting to know how we conduct our audits. As a result, we have been able to achieve a process that is mutually beneficial to both parties through good working relationships, resulting in efficiencies in the process.

We also understand that because of the very challenging economic conditions, cities are expected to do more with less. Our firm understands your specific challenges and situation. As a result, we limited our overall increase to under 2 percent. This will allow us to continue a relationship that through the past years has been shaped and polished to provide both parties with outstanding results.

Our fee for these services will be as follows:

<u>Service</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Audit, OSA Reporting Form, General Consulting	\$18,200	\$18,500	\$18,800

The above fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Other factors that may affect the above fees would be if a Single Audit were required.

We appreciate the opportunity to be of continued service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If you have any questions, please contact me at 952-715-3003.

Very truly yours,

ABDO, EICK & MEYERS, LLP
Certified Public Accountants & Consultants

Andrew K Berg, CPA
Partner

RESPONSE:

This letter correctly sets forth the understanding of the City of Lauderdale.

Signature: _____

Date: _____



CERTIFIED PUBLIC ACCOUNTANTS
AND CONSULTANTS

System Review Report

September 10, 2014

To the Partners of
Abdo, Eick & Meyers, LLP
and the Peer Review Committee of the Minnesota Society
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP (the firm) in effect for the year ended May 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Audit Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP in effect for the year ended May 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Abdo, Eick & Meyers, LLP has received a peer review rating of *pass*.

A handwritten signature in cursive script that reads "Brady Martz".

Brady Martz and Associates, P.C.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____
 Public Hearing _____
 Discussion _____
 Action _____
 Resolution _____
 Work Session _____ X

Meeting Date December 13, 2016

ITEM NUMBER Eustis Street Discussion

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

As you know, staff have been meeting with the Ramsey County engineering staff regarding Eustis Street. I asked the city engineer to describe the options based on the meetings we've had and feedback from the community. Storm water requirements and the amount of right-of-way play a significant role in shaping what is possible. I think the following memo does a good job of narrowing the broader discussion down to the options that are viable within the storm water rules and within the existing right-of-way.

As it is a lot to take in, I thought I would share some of my takeaways.

- Options 1-3 trigger storm water requirements. Infiltration basins would be behind the curbs. Staff do not believe infiltration basins in "bump outs" are a good idea as they will eat up parking spaces and make plowing much more difficult.
- Any sidewalk installed would need to be behind a five foot boulevard so that it does not trigger additional storm water requirements. A sidewalk behind the curb is not feasible.
- Options 1-3 will require the use of virtually all of the right-of-way. 34 to 40 feet would be the roadway (depending on which option), the rest would be used for infiltration basins and sidewalks. As the road is generally centered in the right-of-way, the first 10-15 feet behind the current curbing would be disturbed.

OPTIONS:

The Council and staff have asked for and received a lot of feedback from residents that live along Eustis Street over the years. There are a lot of ideas, most fall within one of the three options presented in the memo. I don't see a path that would appeal to everyone. Before there is a transition in the city council members, I wanted to bring this topic forward for consideration and guidance. The Council still has the option of limiting parking to one side if it thinks that would be appropriate. That would simply take a motion directing staff to ask the County to install the signs. Otherwise, staff will continue to work with County staff in the next year as we anticipate some sort of pavement improvement in 2018.

STAFF RECOMMENDATION:

Reference: Eustis Street Typical Sections: Larpenteur Avenue to Roselawn Avenue

amount of room behind the curb for filtration basins. Curb bumpouts could be utilized at intersections to provide additional area for these basins, or additional right of way could be obtained to allow for wider boulevards. This option would also require the most treatment volume of the three as it has the largest street width.

Option 2: Parking on 1 side and sidewalk on 1 side.

With this option, the recommended street width is 34' face to face, which is very similar to the existing street width. This will allow for a single 8' parking lane, as well as 12' wide thru lanes, and a 2' wide curb reaction distance between the thru lane and the curb. A 5' sidewalk with a minimum 5' boulevard could be constructed on one side of the street (or potentially both sides of the street). As an alternate option, 11' thru lanes could be considered. This typical section provides for more flexibility and room behind the curb for filtration basins. Bump outs could be constructed at the intersections, and there is also room within the right of way to consider a wider boulevard. This option would require the least amount of treatment volume as it has the smallest street width.

Option 3: Parking on 1 side and shoulder on 1 side.

With this option, the recommended street width is 36' face to face. This will allow for an 8' parking lane on one side of the roadway, and a 4' wide striped shoulder on the other side of the roadway. The drive lanes as shown are 12' wide; however, 11' drive lanes could be considered. This option also provides ample room within the right of way for filtration basins. The roadway width would be approximately 2' wider than existing, and this option requires a treatment volume between that of Options 1 and 3.

The table below shows approximate treatment volumes that would be required for each option assuming the reconstruction of approximately 2600' of roadway.

	Option 1	Option 2	Option 3
Treatment Volume Required	6665 CF	5685 CF	6015 CF

Existing Roadway – Pavement Rehabilitation

If the existing roadway were to be rehabilitated without any utility improvements or a complete reconstruction - for example a reclaim and bituminous overlay or mill and overlay – Option 2 above would fit well within the existing curb footprint (34' wide). A reclaim and overlay or a mill and overlay on a linear project would not trigger the Rice Creek Watershed District stormwater requirements; therefore filtration basins would not be required. A sidewalk with a 5' boulevard could also be added to one or both sides without triggering stormwater requirements.

To:	Heather Butkowski Lauderdale City Administrator	From:	Kellie Schlegel St. Paul Office
File:	Eustis Street	Date:	October 20, 2016

Reference: Eustis Street Typical Sections: Larpenteur Avenue to Roselawn Avenue

In conjunction with potential future improvements to Eustis Street, we have identified three typical section options for Eustis Street north of Larpenteur Avenue and south of Roselawn Avenue. In general, the existing right of way in this area is 60', except for the block between Larpenteur and Lone, where it is 70'. The existing roadway is approximately 34' from face of curb to face of curb (face to face) with narrow parking lanes on each side. Below is a summary of the watershed district requirements for street reconstruction projects, followed by descriptions of three typical sections and the potential ramifications and considerations of each typical segment.

Rice Creek Watershed District Permit Requirements

Any street reconstruction project that results in 10,000 square feet or more of new or reconstructed impervious surface area will require a permit from the Rice Creek Watershed District, and compliance with its Stormwater Management requirements. Sidewalks that are 10' wide or less, and have at least 5' of vegetated area down-gradient (boulevards) are exempt from this threshold.

The required water quality treatment volume for public linear project is $\frac{3}{4}$ " of rainfall over the area of new or reconstructed impervious surface, less any exceptions such as sidewalks as mentioned above. In general, the wider the roadway, the more treatment volume will be required.

Filtration basins with draintile are one option that will provide the required on-site stormwater treatment. These are generally constructed behind the curb and are approximately 10' wide. As the on-site soils are likely not well-draining, draintile would be installed beneath the filtration basin to discharge filtered runoff to the storm sewer system.

TYPICAL SECTIONS

Three potential typical section options are described below. See attached Figure for the typical sections.

Option 1: Parking and sidewalk on both sides.

With this option, the recommended street width is 40' face to face. This will allow for 8' parking lanes on each side, as well as 12' wide thru lanes. The recommended minimum boulevard width is 5', and recommended minimum sidewalk width is 5'. This option would require widening the existing roadway by approximately 6', as well as adding 5' boulevards and 5' walks on both sides. This typical section would exceed the existing right of way width by approximately 2'. Therefore, additional right of way may need to be acquired. To avoid additional right of way, the drive lanes could be narrowed to 11' wide, for a total roadway width of 38'. A narrower boulevard could also be considered, but this would in turn eliminate the watershed exemption for the sidewalk, thus requiring more stormwater treatment volume. Another consideration with this option is the limited



October 20, 2016
Heather Butkowski
Page 3 of 3

Reference: Eustis Street Typical Sections: Larpenteur Avenue to Roselawn Avenue

If utility improvements within the roadway were also considered in conjunction with a mill and overlay or a reclaim and overlay, it could potentially trigger stormwater requirements. If the disturbed utility trench surface area exceeds the 10,000 square foot threshold, filtration basins or some other treatment BMP (best management practice) would need to be integrated into the project to treat the disturbed trench area only, not necessarily the entire width of the roadway. Generally, the 10,000 square foot threshold would amount to approximately 600' of utility replacement.

If you have any questions or need further information, please let me know.

Sincerely,

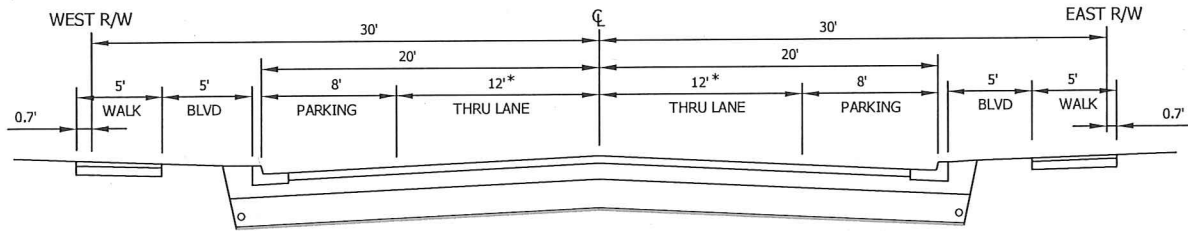
STANTEC CONSULTING SERVICES INC.

Kellie Schlegel

Kellie Schlegel
Engineer
Phone: (651) 604-4734
Fax: (651) 636-1311
kellie.schlegel@stantec.com

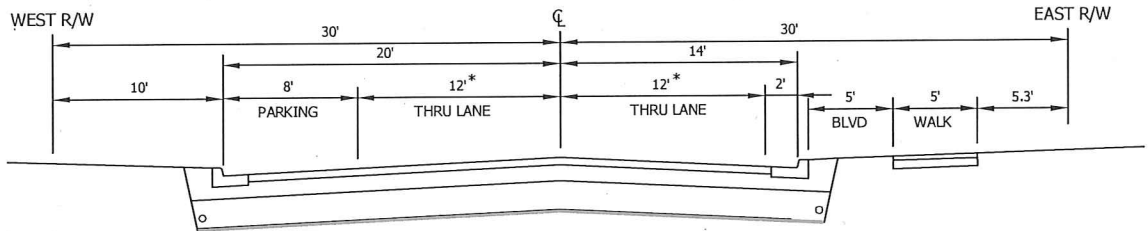
Attachment: Figure 1: Typical Sections – Eustis Street

c. Darren Amundsen, Stantec



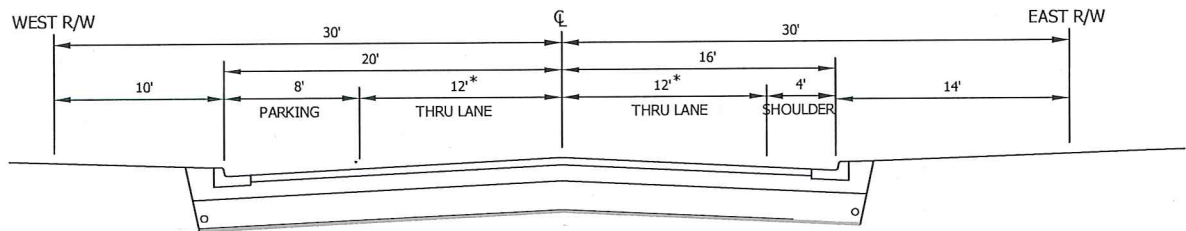
OPTION 1: PARKING AND SIDEWALK ON BOTH SIDES

NOT TO SCALE



OPTION 2: PARKING ON 1 SIDE AND SIDEWALK ON 1 SIDE

NOT TO SCALE



OPTION 3: PARKING ON 1 SIDE AND SHOULDER ON 1 SIDE

NOT TO SCALE

*THRU LANES MAY BE REDUCED TO 11' WIDE

TYPICAL SECTIONS - EUSTIS STREET

LAUDERDALE, MN
 EUSTIS STREET IMPROVEMENTS

FIGURE: 1



2335 Highway 36 W
 St. Paul, MN 55113
 www.stantec.com