

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, JULY 23, 2019
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.

1. **CALL TO ORDER THE LAUDERDALE CITY COUNCIL MEETING**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the July 9, 2019 City Council Meeting
 - c. Claims Totaling \$38,847.56
4. **CONSENT**
 - a. June Financial Report
 - b. Second Quarter Investment Report
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Night to Unite
 - b. 2019 Infrastructure Improvement Project
 - c. City Council Updates
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. Annual Municipal Separate Storm Sewer System (MS4) Public Hearing
8. **DISCUSSION / ACTION ITEM**
 - a. Resolution 072319A – A Resolution Providing Preliminary Approval to the Issuance of Revenue Obligations under Minnesota Statutes, Chapters 462C and 474A, as Amended, and Taking Other Actions in Connection Therewith
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Luther Seminary Redevelopment – Presentation by CommonBond Communities
 - b. 2019 Infrastructure Improvement Project Pay Request No. 3

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. GARE Follow Up Training
- c. Community Development Update

13. ADJOURNMENT

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

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July 9, 2019

Call to Order

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

Roll Call

Councilors present: Roxanne Grove, Jeff Dains, Andi Moffatt, and Mayor Mary Gaasch.
Councilor absent: Kelly Dolphin.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator; and Miles Cline, Deputy City Clerk.

Approvals

Mayor Gaasch asked if there were any additions to the meeting agenda. There being none, Councilor Grove moved and seconded by Councilor Dains to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the June 25, 2019 city council meeting. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the minutes of the June 25, 2019 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Moffatt moved and seconded by Councilor Grove to approve the claims totaling \$99,531.85. Motion carried unanimously.

Consent

Councilor Dains moved and seconded by Councilor Moffatt to approve the Consent Agenda thereby approving the park application and the 2019 Infrastructure Improvement Project Pay Request No. 2.

Informational Presentations/Reports

A. 2019 Infrastructure Improvement Project

Administrator Butkowski provided an overview of the progress on the project.

B. Day in the Park

Assistant to the City Administrator Bownik provided an update on Day in the Park planning. He mentioned that the University of Minnesota Raptor Center will bring three predatory birds to the event as a new feature.

C. City Council Updates

Councilor Dains shared that he and Mayor Gaasch attended the League of Minnesota Cities Annual Conference in Duluth. He noted that Governor Walz spoke at in regards to transit in

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MEETING MINUTES
Lauderdale City Hall
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Lauderdale, MN 55113

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greater Minnesota and the relationship between cities and the Metropolitan Council. Dains also attended the Mississippi Watershed Management Organization and noted staffing changes there.

Councilor Moffatt mentioned the email council members received regarding “road diets” or four-to three lane conversions being considered in Hennepin and Ramsey Counties. She attended Hennepin County’s presentation on options for East Hennepin. She expressed interest in meeting with Ramsey County to discuss options for Larpenteur Avenue.

Mayor Gaasch shared that Governor Walz’ presentation at the League of Minnesota Cities Annual Conference focused on cities with populations under five thousand. She also enjoyed the keynote speaker’s thoughts on community engagement. Finally, Gaasch said 30 new mayors attended the session devoted to bringing mayors throughout the state together.

Discussion/Action Items

A. Resolution 070919A – Denying the Alley Vacation Petition to Vacate Unimproved Alley between Eustis and Malvern Streets Beginning at Spring Street and Ending at Summer Street Residents from Malvern Street and Eustis Street that abut the planned alley improvements submitted an alley vacation request to the City Council in May. On June 25, the City Council took public testimony on the matter. Based on the discussion following the public hearing, the city attorney drafted a resolution to formalize the Council’s decision on the matter.

Councilor Moffatt made a motion to adopt Resolution No. 070919A—A Resolution Denying Petition to Vacate Unimproved Alley between Eustis and Malvern Streets Beginning at Spring Street and Ending at Summer Street. This was seconded by Councilor Grove and carried unanimously.

B. Resolution 070919B – A Resolution Approving the Development Stage Planned Unit Development at 1795 Eustis Street to Construct and Operate a Senior Multi-Family Housing Project

At the May 28 meeting, the City Council discussed the comments received from the public regarding Real Estate Equities’ (REE) planned unit development (PUD) application. The Council supported the conditions drafted by the City’s planning consultant. REE will respond to the conditions in the preparation of their application for final approval of the PUD.

Councilor Moffatt made a motion to adopt Resolution No. 070919B—A Resolution Approving the Development Stage Planned Unit Development (PUD) at 1795 Eustis Street to Construct and Operate a Senior Multi-Family Housing Project. This was seconded by Councilor Dains and carried unanimously.

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

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July 9, 2019

C. 2020-2024 Police Contract with City of St. Anthony

Butkowski noted that in March the City Council began discussing the police contract renewal as the current five-year agreement expires at the end of 2019. St. Anthony staff attended the last meeting and addressed the proposed 2020 cost increase and the cost-drivers projected in future years.

Councilor Grove made a motion to enter into an agreement with the City of St. Anthony for police services from 2020-2024 as presented. This was seconded by Councilor Dains and carried unanimously.

Set Agenda for Next Meeting

Administrator Butkowski stated that the July 23 council meeting may include the Annual Storm Water Public Hearing, GARE follow-up training, an updated conduit debt resolution for Real Estate Equities, and an update on Night to Unite.

Work Session

A. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to anyone in attendance that wanted to address the Council.

Craig Zbacnik, 1837 Eustis Street, said he was dumbfounded by the Council's reasoning to complete the alley segments between Eustis Street and Malvern Street. He said he also felt that the lots on Eustis Street were sold under their market values.

There being no other parties interested in speaking, Mayor Gaasch closed the floor.

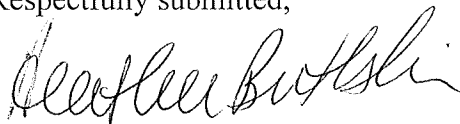
B. Community Development Update

Butkowski mentioned that she and Jennifer Haskamp have a meeting with CommonBond Communities on July 11.

Adjournment

Councilor Dains moved and seconded by Councilor Grove to adjourn the meeting at 8:48 p.m. Motion carried unanimously.

Respectfully submitted,



Heather Butkowski
City Administrator



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

Request for Council Action

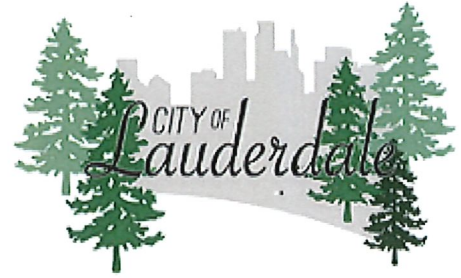
To: Mayor and City Council
From: City Administrator
Meeting Date: July 23, 2019
Subject: List of Claims

The claims totaling \$38,847.56 are provided for City Council review and approval that includes check numbers 26508 to 26527.

Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association PR Batch 51400.07.2019 PERA Coordinated PR Batch 51400.07.2019 PERA Coordinated	07/12/2019 PR Batch 51400.07.2019 PER PR Batch 51400.07.2019 PER	1,143.09 990.69
Total for this ACH Check for Vendor 43:				2,133.78
ACH	44	Minnesota Department of Revenue PR Batch 51400.07.2019 State Income Tax	07/12/2019 PR Batch 51400.07.2019 Stat	752.83
Total for this ACH Check for Vendor 44:				752.83
ACH	45	ICMA Retirement Corporation PR Batch 51400.07.2019 Deferred Comp PR Batch 51400.07.2019 Deferred Comp	07/12/2019 PR Batch 51400.07.2019 Def PR Batch 51400.07.2019 Def	1,008.18 1,638.63
Total for this ACH Check for Vendor 45:				2,646.81
ACH	46	Internal Revenue Service PR Batch 51400.07.2019 Medicare Employee Pc PR Batch 51400.07.2019 Federal Income Tax PR Batch 51400.07.2019 FICA Employer Portio PR Batch 51400.07.2019 Medicare Employer Po PR Batch 51400.07.2019 FICA Employee Portio	07/12/2019 PR Batch 51400.07.2019 Mec PR Batch 51400.07.2019 Fed PR Batch 51400.07.2019 FIC PR Batch 51400.07.2019 Mec PR Batch 51400.07.2019 FIC	257.59 1,573.51 1,101.43 257.59 1,101.43
Total for this ACH Check for Vendor 46:				4,291.55
Total for 7/12/2019:				9,824.97
26508	65 16256860	Allstream Inc. Fax Line	07/23/2019	52.29
Total for Check Number 26508:				52.29
26509	239 906985	American Engineering Testing Inc 2019 Infrastructure Improvements Pay 2	07/23/2019	1,210.75
Total for Check Number 26509:				1,210.75
26510	184 072019 072019	Cintas June Uniforms June Uniforms	07/23/2019	46.52 46.52
Total for Check Number 26510:				93.04
26511	192 84777417	Comcast Holdings Corporation July Internet	07/23/2019	487.61
Total for Check Number 26511:				487.61
26512	25	County of Ramsey	07/23/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	EMCOM-007793	June Fleet Support		6.24
	EMCOM-007807	June 911 Dispatch Services		1,083.73
	EMCOM-007824	June CAD Services		222.13
Total for Check Number 26512:				1,312.10
26513	270 072019	Jeff Dains JD - MN Mayor's Conference Hotel & Mileage	07/23/2019	652.36
Total for Check Number 26513:				652.36
26514	19 80746	Ehlers and Associates Inc 1795 Eustis Redevelopment	07/23/2019	295.00
Total for Check Number 26514:				295.00
26515	9 072019	Genuine Parts Company Inc Tire Repairs	07/23/2019	11.28
Total for Check Number 26515:				11.28
26516	134 0090	Katrina Joseph June Legal Services	07/23/2019	925.00
Total for Check Number 26516:				925.00
26517	185 072019 072019 072019	Lauderdale Certified Auto Repair Inc June Fuel June Fuel June Fuel	07/23/2019	58.07 271.02 58.07
Total for Check Number 26517:				387.16
26518	78 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20 WC19-20	League of Minnesota Cities Insurance Trust 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance 2019-2020 Work Comp Insurance	07/23/2019	2,358.64 881.35 35.38 1,468.18 2,925.16 107.32 1,342.40 916.45 116.83 78.14 45.15
Total for Check Number 26518:				10,275.00
26519	84 072019 072019 072019 072019	North Star Bank Cardmember Services Certified Letter Paper Towels Food for GARE Training DIP Banner	07/23/2019	6.85 71.27 78.37 411.08
Total for Check Number 26519:				567.57
26520	10 0000787690	On Site Sanitation Inc 07/13/2019 - 08/19/2019 Park Portable Restroom	07/23/2019	237.08
Total for Check Number 26520:				237.08
26521	5	Premium Waters Inc	07/23/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	619861-06-19	June Water Bottles		75.09
			Total for Check Number 26521:	75.09
26522	47	Public Employees Insurance Program PR Batch 51400.07.2019 Health Insurance PR Batch 51400.07.2019 Dental	07/23/2019 PR Batch 51400.07.2019 Hea PR Batch 51400.07.2019 Den	2,095.98 116.10
			Total for Check Number 26522:	2,212.08
26523	155 51697	Seven Corners Printing 3Q2019 Newsletter	07/23/2019	655.00
			Total for Check Number 26523:	655.00
26524	162 786 787 788	Swanson Haskamp Consulting, LLC Eustis Redevelopment Comprehensive Plan Pay 20 General Planning Services	07/23/2019	3,375.25 726.25 1,637.50
			Total for Check Number 26524:	5,739.00
26525	4 18344 18344	The Neighborhood Recycling Company Inc June Multi-Family Recycling Unit June Single Unit Dwelling	07/23/2019	389.85 2,808.05
			Total for Check Number 26525:	3,197.90
26526	90 9833156743 9833156743 9833156743	Verizon Wireless (Month) Cell Phone (Month) Cell Phone (Month) Cell Phone	07/23/2019	16.56 16.56 33.12
			Total for Check Number 26526:	66.24
26527	74 644068233 644144412 644379787 644436942 644768060 644768060 644768060 644768060	Xcel Energy Larpenteur Bridge Lights 2430 Larpenteur Avenue June Street Lighting Larpenteur Avenue 1917 Walnut Street 1885 Fulham Street 1885 Fulham Street 1917 Walnut Street	07/23/2019	28.64 20.59 424.50 10.02 34.19 22.33 13.05 17.72
			Total for Check Number 26527:	571.04
			Total for 7/23/2019:	29,022.59
			Report Total (24 checks):	38,847.56

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date July 23, 2019

ITEM NUMBER June Financial Report

STAFF INITIAL AS

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month, staff provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for June 2019.

OPTIONS:

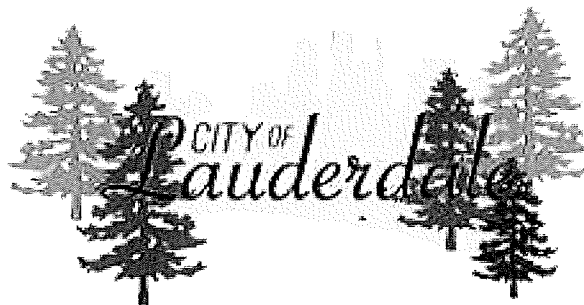
STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's financial report for June 2019.

General Ledger

Cash Balances

User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019



Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-3,236,055.35	642,171.93	1,228,160.54	-3,822,043.96
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	14,109.65	24.42	964.53	13,169.54
Cash	227-00000-000-10100	79,833.40	24,038.25	5,312.42	98,559.23
Cash	305-00000-000-10100	38,348.68	47.78	12,626.25	25,770.21
Cash	306-00000-000-10100	0.00	13,013.71	0.00	13,013.71
Cash	401-00000-000-10100	124,155.19	230.64	0.00	124,385.83
Cash	403-00000-000-10100	1,178,564.47	977,932.85	355,016.06	1,801,481.26
Cash	404-00000-000-10100	273,589.22	508.25	0.00	274,097.47
Cash	414-00000-000-10100	259,448.07	90,070.38	0.00	349,518.45
Cash	416-00000-000-10100	94,681.96	175.89	0.00	94,857.85
Cash	602-00000-000-10100	972,340.74	49,004.60	19,931.77	1,001,413.57
Cash	603-00000-000-10100	389,644.64	18,748.78	5,514.87	402,878.55
Current Assets		188,760.67	1,815,967.48	1,627,526.44	377,201.71
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
Petty Cash		300.00	0.00	0.00	300.00
Investments - Fair Value Adj	101-00000-000-10410	3,458,523.23	1,108,611.65	300,000.00	4,267,134.88
Investments		3,458,523.23	1,108,611.65	300,000.00	4,267,134.88
Grand Total		<u>3,647,583.90</u>	<u>2,924,579.13</u>	<u>1,927,526.44</u>	<u>4,644,636.59</u>

General Ledger

Revenue vs Expense

User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
101	General Fund					
	Revenue					
	Taxes	810,104.00	239,332.53	239,332.53	570,771.47	29.54
	Licenses and Permits	35,850.00	4,392.45	21,747.65	14,102.35	60.66
	Intergovernmental Revenues	540,820.00	78,784.81	78,784.81	462,035.19	14.57
	Charges for Services	11,800.00	950.60	4,661.34	7,138.66	39.50
	Fines and Forfeits	30,000.00	2,367.50	15,780.33	14,219.67	52.60
	Miscellaneous Revenue	10,000.00	2,894.53	19,267.03	-9,267.03	192.67
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
		<u>1,438,574.00</u>	<u>328,722.42</u>	<u>379,573.69</u>	<u>1,059,000.31</u>	<u>26.39</u>
	Revenue					
	Expense					
	Personal Services	397,863.00	31,529.28	197,904.09	199,958.91	49.74
	Supplies	17,400.00	3,235.85	11,822.36	5,577.64	67.94
	Other Services and Charges	975,311.00	69,651.91	460,957.84	514,353.16	47.26
	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
		<u>1,438,574.00</u>	<u>104,417.04</u>	<u>670,684.29</u>	<u>767,889.71</u>	<u>46.62</u>
	Expense					
101	General Fund	0.00	224,305.38	-291,110.60	291,110.60	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue	20,000.00	0.00	4,493.60	15,506.40	22.47
	Taxes	40.00	24.42	151.44	-111.44	378.60
	Miscellaneous Revenue					
	Revenue	20,040.00	24.42	4,645.04	15,394.96	23.18
	Expense					
	Personal Services	8,930.00	692.96	4,348.09	4,581.91	48.69
	Supplies	600.00	0.00	650.00	-50.00	108.33
	Other Services and Charges	3,700.00	271.57	3,475.61	224.39	93.94
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
	Expense	18,230.00	964.53	8,473.70	9,756.30	46.48
226	Communications	1,810.00	-940.11	-3,828.66	5,638.66	-211.53

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	6,000.00	0.00	0.00	6,000.00	0.00
	Miscellaneous Revenue	<u>46,460.00</u>	<u>24,038.25</u>	<u>24,789.97</u>	<u>21,670.03</u>	<u>53.36</u>
	Revenue	52,460.00	24,038.25	24,789.97	27,670.03	47.25
	Expense					
	Personal Services	22,996.00	1,784.02	11,256.59	11,739.41	48.95
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	38,500.00	3,197.90	15,989.50	22,510.50	41.53
	Capital Outlay	<u>350.00</u>	<u>330.50</u>	<u>330.50</u>	<u>19.50</u>	<u>94.43</u>
	Expense	61,846.00	5,312.42	27,576.59	34,269.41	44.59
227	Recycling	-9,386.00	18,725.83	-2,786.62	-6,599.38	29.69

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
305	GO TIF Revenue Bonds 2018A					
	Revenue					
	Miscellaneous Revenue	300.00	47.78	373.66	-73.66	124.55
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	300.00	47.78	373.66	-73.66	124.55
	Expense					
	Debt Service	18,939.00	12,626.25	32,040.63	-13,101.63	169.18
	Expense	18,939.00	12,626.25	32,040.63	-13,101.63	169.18
305	GO TIF Revenue Bonds 2018A	-18,639.00	-12,578.47	-31,666.97	13,027.97	169.90

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period: 06 - 06
 Fiscal Year: 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	0.00	24.13	24.13	-24.13	0.00
	Other Financing Sources	0.00	12,989.58	12,989.58	-12,989.58	0.00
	Revenue	0.00	13,013.71	13,013.71	-13,013.71	0.00
306	2019A Improvement Bonds					
	Revenue	0.00	13,013.71	13,013.71	-13,013.71	0.00

General Ledger

Revenue vs Expense

User: heather.butkowski
 Printed: 7/16/2019 8:57:43 AM
 Period 06 - 06
 Fiscal Year 2019



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	1,000.00	230.64	1,285.67	-285.67	128.57
	Other Financing Sources	27,000.00	0.00	0.00	27,000.00	0.00
	Revenue	28,000.00	230.64	1,285.67	26,714.33	4.59
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	70,000.00	0.00	0.00	70,000.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	70,000.00	0.00	0.00	70,000.00	0.00
401	General Capital Projects	-42,000.00	230.64	1,285.67	-43,285.67	-3.06

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 7/16/2019 8:57:43 AM
 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	Street Capital Projects					
	Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	6,000.00	3,340.43	13,720.10	-7,720.10	228.67
	Other Financing Sources	0.00	1,010,342.42	1,010,342.42	-1,010,342.42	0.00
	Revenue	6,000.00	1,013,682.85	1,024,062.52	-1,018,062.52	17,067.71
	Expense					
	Capital Outlay	0.00	355,016.06	457,320.42	-457,320.42	0.00
	Debt Service	0.00	35,750.00	35,750.00	-35,750.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	390,766.06	493,070.42	-493,070.42	0.00
403	Street Capital Projects	6,000.00	622,916.79	530,992.10	-524,992.10	8,849.87

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 7/16/2019 8:57:43 AM
 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	Park Capital Projects					
	Revenue					
	Miscellaneous Revenue	3,500.00	508.25	2,836.27	663.73	81.04
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	3,500.00	508.25	2,836.27	663.73	81.04
	Expense					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	65,000.00	0.00	1,232.25	63,767.75	1.90
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	65,000.00	0.00	1,232.25	63,767.75	1.90
404	Park Capital Projects	-61,500.00	508.25	1,604.02	-63,104.02	-2.61

General Ledger
Revenue vs Expense



User: heather.butkowski
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Period 06 - 06
Fiscal Year 2019

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

General Ledger

Revenue vs Expense



User: heather.butkowski
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 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development					
	Revenue					
	Miscellaneous Revenue	2,000.00	90,070.38	92,281.03	-90,281.03	4,614.05
	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	40,000.00	90,070.38	92,281.03	-52,281.03	230.70
	Expense					
	Other Services and Charges	20,000.00	0.00	1,556.04	18,443.96	7.78
	Other Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Expense	20,000.00	0.00	1,556.04	18,443.96	7.78
414	Development	20,000.00	90,070.38	90,724.99	-70,724.99	453.62

General Ledger

Revenue vs Expense



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 Period 06 - 06
 Fiscal Year 2019

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	0.00	0.00	0.00	0.00
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	0.00	0.00	0.00	0.00
415	Housing Redevelopment	0.00	0.00	0.00	0.00	0.00

General Ledger Revenue vs Expense

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 Period 06 - 06
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
416	TIF District No. 1-2					
	Revenue					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	750.00	175.89	983.55	-233.55	131.14
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	750.00	175.89	983.55	-233.55	131.14
	Expense					
	Other Services and Charges	0.00	0.00	750.00	-750.00	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	750.00	-750.00	0.00
416	TIF District No. 1-2	750.00	175.89	233.55	516.45	31.14

General Ledger

Revenue vs Expense

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 Printed: 7/16/2019 8:57:43 AM
 Period 06 - 06
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	285,916.00	48,825.45	149,424.28	136,491.72	52.26
	Miscellaneous Revenue	10,000.00	1,856.89	10,126.75	-126.75	101.27
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	295,916.00	50,682.34	159,551.03	136,364.97	53.92
	Expense					
	Personal Services	75,398.00	6,395.31	36,758.18	38,639.82	48.75
	Supplies	800.00	63.23	305.94	494.06	38.24
	Other Services and Charges	197,718.00	15,150.97	92,882.26	104,835.74	46.98
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	22,000.00	0.00	0.00	22,000.00	0.00
	Expense	295,916.00	21,609.51	129,946.38	165,969.62	43.91
602	Sanitary Sewer	0.00	29,072.83	29,604.65	-29,604.65	0.00

General Ledger Revenue vs Expense

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 Period 06 - 06
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	Storm Water Revenue					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	107,194.00	18,297.81	53,718.15	53,475.85	50.11
	Miscellaneous Revenue	4,500.00	747.04	4,076.37	423.63	90.59
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	111,694.00	19,044.85	57,794.52	53,899.48	51.74
	Expense					
	Personal Services	63,844.00	5,388.21	31,072.33	32,771.67	48.67
	Supplies	700.00	63.23	305.94	394.06	43.71
	Other Services and Charges	27,150.00	359.50	9,670.10	17,479.90	35.62
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
	Other Uses	10,000.00	0.00	0.00	10,000.00	0.00
	Expense	106,694.00	5,810.94	41,048.37	65,645.63	38.47
603	Storm Water	5,000.00	13,233.91	16,746.15	-11,746.15	334.92

General Ledger Revenue vs Expense

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 Period 06 - 06
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
999	Fund					
	Revenue					
	Taxes	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	0.00	0.00	0.00	0.00	0.00
	Expense					
	Personal Services	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Debt Service	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
999	Fund	0.00	0.00	0.00	0.00	0.00

General Ledger Revenue vs Expense



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 Period 06 - 06
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		1,997,234.00	1,540,241.78	1,761,190.66	236,043.34	0.8818
Expense Total		2,095,199.00	541,506.75	1,406,378.67	688,820.33	0.6712
Grand Total		-97,965.00	998,735.03	354,811.99	-452,776.99	-3.6218

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested
Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date July 23, 2019
ITEM NUMBER 2Q19 Investment Report
STAFF INITIAL AB
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is the Second Quarter Investment Report.

OPTIONS:

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council acknowledges the investment report for April —June 2019.

COUNCIL ACTION:

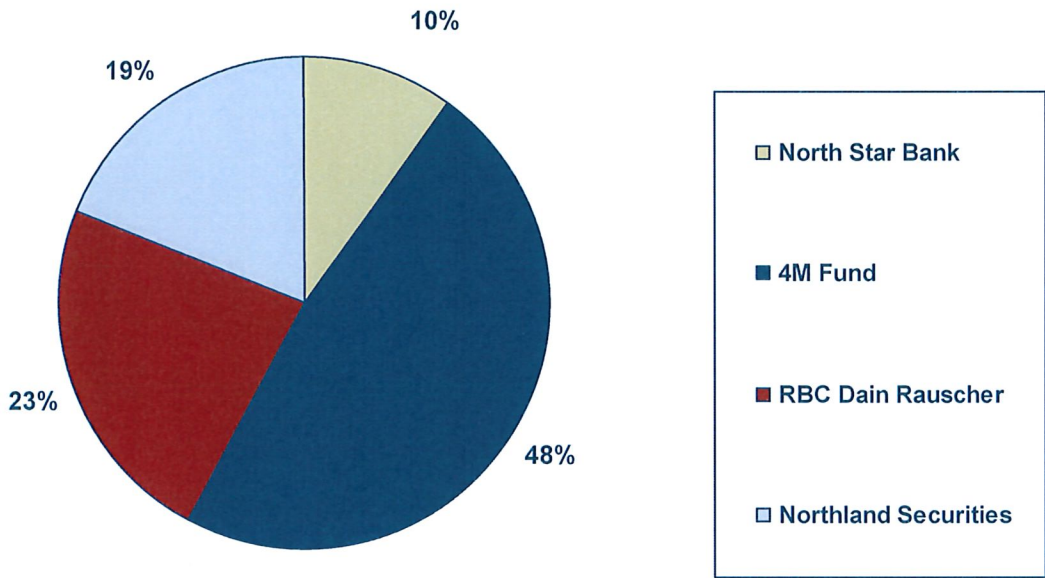


Second Quarter 2019
Investment Report

INVESTMENTS

As of June 30, 2019, the City had the following amounts with official depositories:

North Star Bank	\$ 475,504
4M Fund	2,264,116
RBC Dain Rauscher	1,100,000
Northland Securities	903,019
TOTAL	\$ 4,742,639



DEPOSITORIES AND INVESTMENT TYPES

North Star Bank	
Checking Account	\$ 475,504
4M Fund	
Joint Powers Investment	\$ 2,264,116
RBC Dain Rauscher	
Certificates of Deposit	\$ 1,100,000 (9)
Northland Securities	
Money Market Account	\$ 3,019
Certificates of Deposit	\$ 900,000 (9)

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.

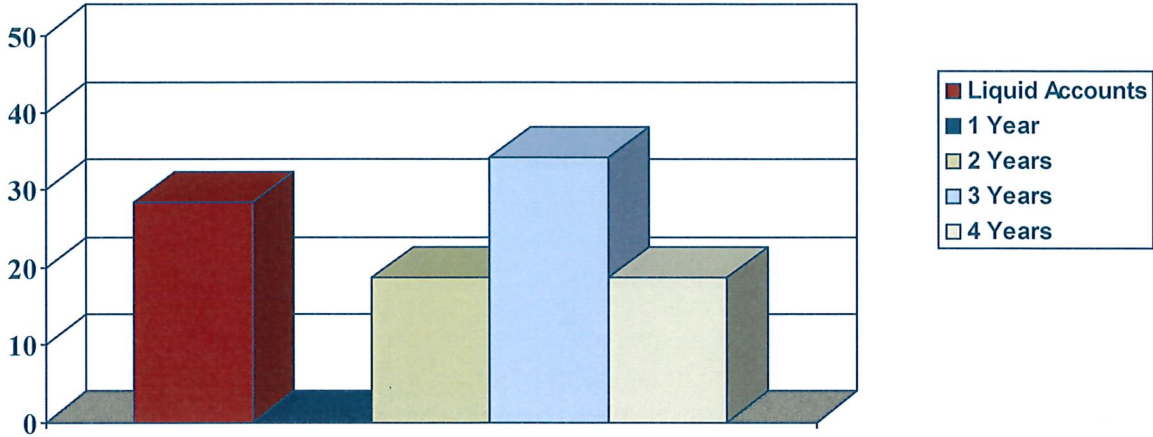
6-10 Years are US Government Instrumentality Securities.

11-15 Years are US Government Instrumentality Securities.

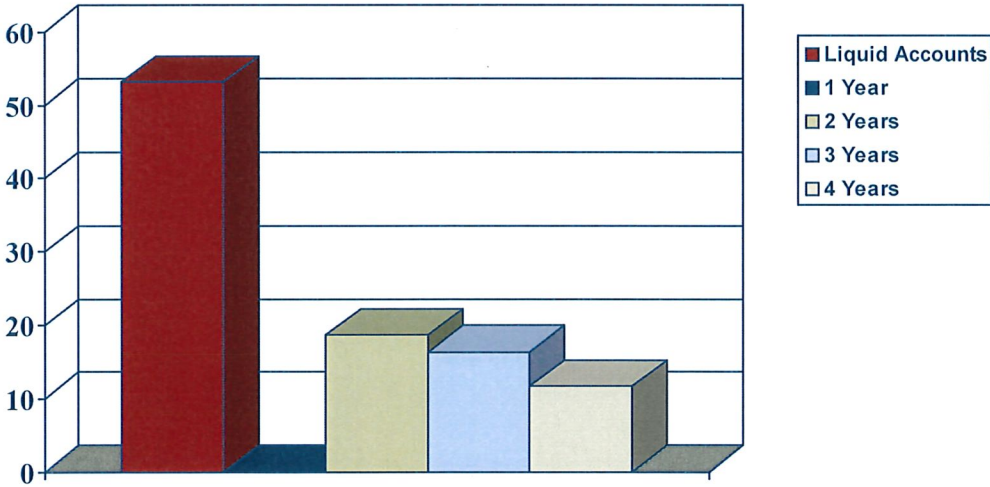
15+ Years are US Government Instrumentality Securities and bonds.

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.

2018 Investment Portfolio

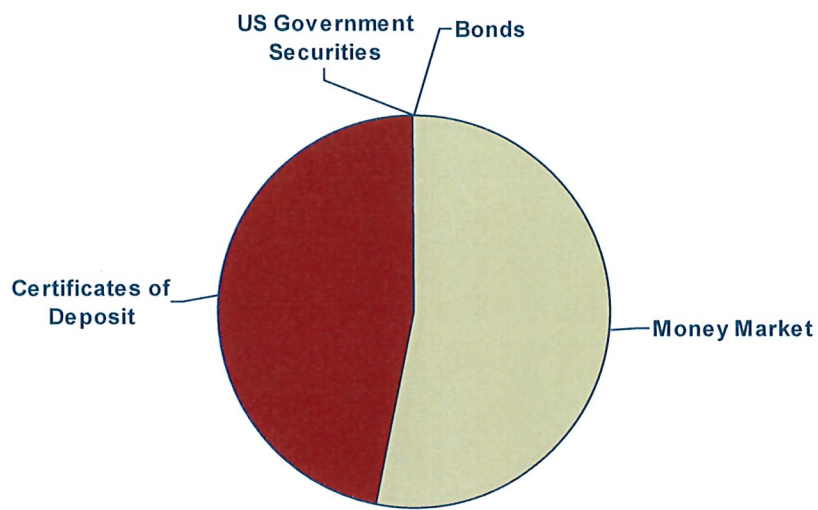


First Quarter 2019 Investment Portfolio



INVESTMENT TYPES

Money Market	\$ 2,267,135
Bonds	0
Certificates of Deposit	2,000,000
US Government Securities	0



Investment Schedule

<i>Maturity Date</i>	<i>Type</i>	<i>Interest Rate</i>	<i>Investment Broker</i>	<i>Amount</i>	<i>Bank</i>
5/30/2022	CD	3.00%	RBC	\$100,000	JP Morgan Chase
11/23/2021	CD	3.25%	RBC	\$100,000	Citibank NA
11/21/2021	CD	3.25%	Northland	\$100,000	USB
6/22/2021	CD	3.00%	Northland	\$100,000	Synchrony
3/29/2021	CD	2.95%	RBC	\$100,000	Townebank
1/4/2021	CD	2.00%	Northland	\$100,000	Medallion Bank
9/28/2020	CD	1.95%	Northland	\$100,000	Barclay Bank
9/28/2020	CD	2.00%	RBC	\$100,000	Webbank
5/28/2020	CD	2.85%	Northland	\$100,000	Compass
3/27/2020	CD	1.85%	Northland	\$100,000	Landmark Bank
12/30/2019	CD	1.70%	RBC	\$100,000	Wells Fargo
12/23/2019	CD	2.50%	Northland	\$100,000	Morgan Stanley Bank
10/28/2019	CD	2.00%	RBC	\$200,000	Capital One Glen Allen
10/28/2019	CD	2.00%	RBC	\$200,000	Capital One McLean
9/30/2019	CD	1.70%	RBC	\$100,000	Ally Bank
9/27/2019	CD	1.70%	Northland	\$100,000	Discover
9/23/2019	CD	2.45%	RBC	\$100,000	Ben Franklin Bank
8/28/2019	CD	2.35%	Northland	\$100,000	Planters Bank
4/15/2019	CD	1.20%	Northland	\$100,000	Ally Bank

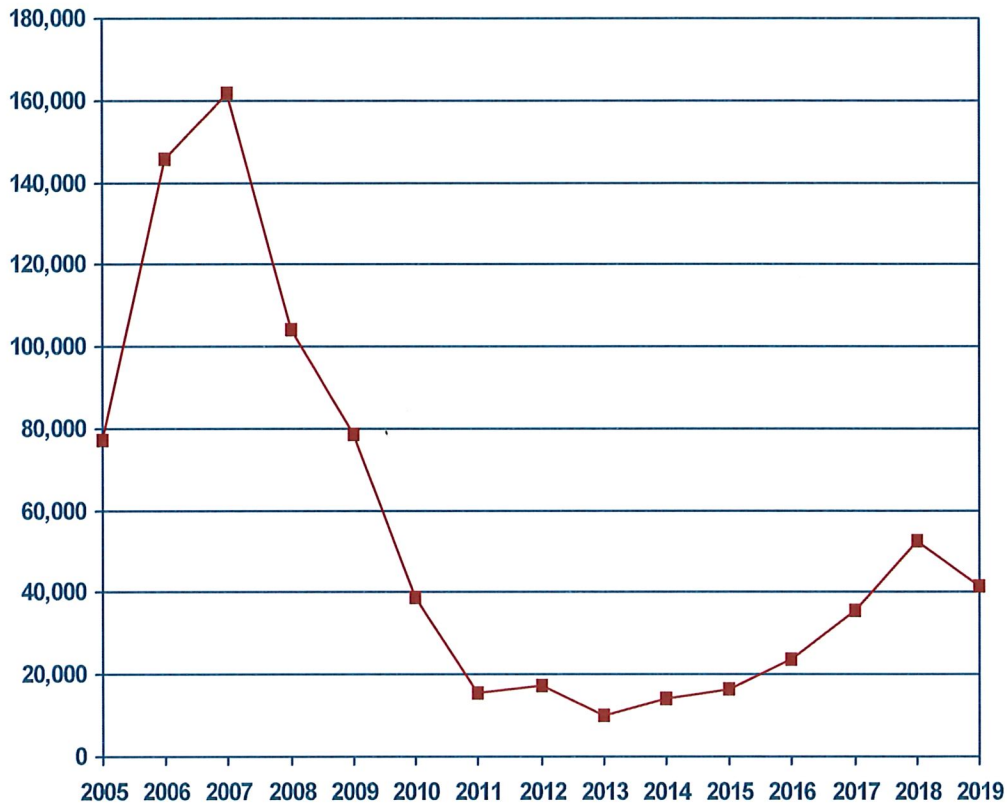
\$2,000,000

There was one maturities in the second quarter of 2019 which is highlighted in red. Due to the need for liquid assets through the street reconstruction project, no new investments were made and the payment from Ramsey County is being held in the 4M Fund. Staff doesn't anticipate purchasing new investments until the final payment on the street project is made.

INTEREST EARNINGS

The following chart shows the interest earnings since 2005 with 2007 being our best year with earnings of \$161,884. Recently, short term interest rates made significant jumps forward while long term rates have stayed flat.

Investment interest through 2018 totaled \$52,360.75. Investment interest earned in the second quarter of 2019 totaled \$41,536.31. Interest returns will run high in 2019 due to the additional funds for the street project being invested before being paid out.



2019 City of Lauderdale Investments

	FDIC	CUSIP	% Rate	Approx, Holding in Days	Maturity Date	Purch Date	Balance 12/31/2018	Purchases	Sales	Transfers in
Morgan Stanley										
Inst Gov't Money Market							4,139.53	-	-	144.38
CD Synchrony		87164YWY6	3.000	1095	6/22/2021	6/22/2018	100,000.00	-	-	-
CD Barclays Bank (March / Sept)		06740KKX4	1.950	1095	9/28/2020	9/27/2017	100,000.00	-	-	-
CD Wells Fargo (monthly)		0 949763DT0	1.700	1095	12/30/2019	12/30/2016	100,000.00	-	144.38	-
CD Ally Bank (March/Sept)	57803	02006L5P4	1.700	732	9/30/2019	9/28/2017	100,000.00	-	-	-
CD Discover Bank (March / Sept)	5649	254673DH6	1.700	730	9/27/2019	9/27/2017	100,000.00	-	-	-
Future purchases										
Portfolio Value							504,139.53	-	144.38	144.38
Northland										
Money Market							2,264.98	-	-	954.65
CD UBS Bank		90348J-FY-1	3.250	1095	11/22/2021	11/21/2018	100,000.00	-	276.03	-
CD Synchrony Transferred		87164YWY6	3.000	1095	6/22/2021	6/22/2018		-	-	-
CD Medallion Bank (Monthly)		58403B-5U-6	2.000	1460	1/4/2021	1/3/2017	100,000.00	-	169.86	-
CD Barclays Bank (March/Sept) Transferr		06740KKX4	1.950	1095	9/28/2020	9/27/2017		-	-	-
CD Compass Bank		20451P-WA-0	2.850	548	5/28/2020	11/28/2018	100,000.00	-	-	-
CD Landmark Community (Mo.)		51507L-BM-5	1.850	900	3/27/2020	9/29/2017	100,000.00	-	309.17	-
CD Morgan Stanley Bank		61747M-2W-C	2.500	551	12/23/2019	6/21/2018	100,000.00	-	-	-
CD Discover Bank (March / Sept)	5649	254673DH6	1.700	730	9/27/2019	9/27/2017		-	-	-
CD Planters Bk		72741P-EF-0	2.350	405	8/28/2019	6/28/2018	100,000.00	-	199.59	-
CD Ally Bank Midvale Utah		02006LZR7	1.200	1096	4/15/2019	4/14/2016	100,000.00	-	-	-
CD Key Bank		49306SWF9	1.200	1093	3/4/2019	3/2/2016	100,000.00	-	-	-
CD BMW North American Bank Salt Lake		05580ADV3	1.250	1096	2/26/2019	2/26/2016	100,000.00	-	-	-
Future purchases										
Portfolio Value							902,264.98	-	954.65	954.65
RBC										
Money Market							-	-	-	169.86
CD JP Morgan Chase (Step Up)		48128FR87	3.000	1278	5/30/2022	11/30/2018	100,000.00	-	-	-
CD Citibank NA		17312QW21	3.250	1095	11/23/2021	11/23/2018	100,000.00	-	-	-
CD Townebank Portsmouth		89214PBS7	2.950	1005	3/29/2021	6/28/2018	100,000.00	-	-	-
CD Webbank Salt Lake City		947547JR7	2.000	1095	9/28/2020	9/28/2017	100,000.00	-	169.86	-
CD Wells Fargo (monthly)		0 949763DT0	1.700	1095	12/30/2019	12/30/2016		-	-	-
CD Capital One Glen Allen	33954	140420XC9	2.000	1460	10/28/2019	10/28/2015	200,000.00	-	-	-
CD Capital One McLean	4297	14042RBK6	2.000	1460	10/28/2019	10/28/2015	200,000.00	-	-	-
CD Ally Bank (March/Sept)	57803	02006L5P4	1.700	732	9/30/2019	9/28/2017		-	-	-
CD Ben Franklin		78414TAC6	2.450	458	9/23/2019	6/22/2018	100,000.00	-	-	-
Future purchases										
Portfolio Value							900,000.00	-	169.86	169.86
4M Funds										
Invest Fund							207,135.13	-	-	820,169.86
Plus Fund							702,058.93	-	-	-
4M Short Term Series							-	-	-	-
Future purchases							-	-	-	-
Total Account							909,194.06	-	-	-
TOTAL INVESTMENTS AND CDs.							3,215,598.57	-	1,268.89	1,268.89
									From "Cash Balances" Repr Investments Fund 101 Balance	
									Investments Interest New Balance	

Transfers out	Interest/ Dividends	Balance 1/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 2/28/2019	Purchases	Sales
-	8.13	4,292.04	-	-	135.07	-	7.60	4,434.71	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	144.38	100,000.00	-	135.07	-	-	135.07	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	100,000.00	-	-	-	-
-	152.51	504,292.04	-	135.07	135.07	300,000.00	142.67	204,434.71	-	-
-	3.58	3,223.21	-	-	101,076.03	-	12.98	104,312.22	-	-
-	276.03	100,000.00	-	276.03	-	-	276.03	100,000.00	-	249.32
-	-	-	-	-	100,000.00	-	-	100,000.00	-	-
-	169.86	100,000.00	-	169.86	-	-	169.86	100,000.00	-	153.42
-	-	-	-	-	100,000.00	-	-	100,000.00	-	966.99
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	309.17	100,000.00	-	-	-	-	-	100,000.00	-	152.05
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	100,000.00	-	-	100,000.00	-	843.01
-	199.59	100,000.00	-	-	-	-	-	100,000.00	-	379.86
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	100,601.64
-	-	100,000.00	-	100,630.14	-	-	630.14	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	958.23	903,223.21	-	101,076.03	401,076.03	-	1,089.01	1,204,312.22	-	103,346.29
169.86	-	-	-	-	169.86	169.86	-	-	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	169.86	100,000.00	-	169.86	-	-	169.86	100,000.00	-	153.42
-	-	-	-	-	-	-	-	-	-	-
-	-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	-	-	-	-	-	-	-	-	-	843.01
-	-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	-	-	-	-	-	-
169.86	169.86	900,000.00	-	169.86	169.86	169.86	169.86	900,000.00	-	996.43
-	1,459.13	1,028,764.12	-	-	169.86	500,000.00	1,236.61	530,170.59	-	-
-	1,332.57	703,391.50	-	-	400,000.00	-	1,586.85	1,104,978.35	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	2,791.70	1,732,155.62	-	-	400,169.86	500,000.00	2,823.46	1,635,148.94	-	-
169.86	4,072.30	4,039,670.87	-	101,380.96	801,550.82	800,169.86	4,225.00	3,943,895.87	-	104,342.72
ort										
4,035,598.57					From "Cash Balances" Report					From "Cash Ba
3,365,472.52					Investments	3,939,670.87				Investments
670,126.05					Fund 101 Balance	3,393,331.57				Fund 101 Balan
						546,339.30				
4,035,598.57					Investments	3,939,670.87				Investments
4,072.30					Interest	4,225.00				Interest
4,039,670.87					New Balance	3,943,895.87				New Balance

Transfers in	Transfers out	Interest/Dividends	Balance 3/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/Dividends	Balance 4/30/2019	Purchases
-	4,436.11	1.40	0.00	-	-	-	-	-	0.00	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	100,000.00	-	-	-	-	-	-	-	-	-
-	100,000.00	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	204,436.11	1.40	0.00	-	-	-	-	-	0.00	-
103,346.29	-	258.05	207,916.56	-	-	101,551.23	-	339.32	309,807.11	-
-	-	249.32	100,000.00	-	276.03	-	-	276.03	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	153.42	100,000.00	-	169.86	-	-	169.86	100,000.00	-
-	-	966.99	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	152.05	100,000.00	-	304.11	-	-	304.11	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	843.01	100,000.00	-	-	-	-	-	100,000.00	-
-	-	379.86	100,000.00	-	199.59	-	-	199.59	100,000.00	-
-	-	-	100,000.00	-	100,601.64	-	-	601.64	-	-
-	-	601.64	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
103,346.29	-	3,604.34	1,207,916.56	-	101,551.23	101,551.23	-	1,890.55	1,209,807.11	-
996.43	996.43	-	-	-	-	4,443.01	4,443.01	-	-	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	153.42	100,000.00	-	169.86	-	-	169.86	100,000.00	-
100,000.00	-	-	100,000.00	-	284.11	-	-	284.11	100,000.00	-
-	-	-	200,000.00	-	1,994.52	-	-	1,994.52	200,000.00	-
-	-	-	200,000.00	-	1,994.52	-	-	1,994.52	200,000.00	-
100,000.00	-	843.01	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-
-	-	-	-	-	-	-	-	-	-	-
200,996.43	996.43	996.43	1,100,000.00	-	4,443.01	4,443.01	4,443.01	4,443.01	1,100,000.00	-
5,432.54	100,000.00	830.42	436,433.55	-	-	4,443.01	210,000.00	516.18	231,392.74	-
-	-	2,068.73	1,107,047.08	-	-	-	-	2,004.31	1,109,051.39	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
5,432.54	100,000.00	2,899.15	1,543,480.63	-	-	4,443.01	210,000.00	2,520.49	1,340,444.13	-
309,775.26	305,432.54	7,501.32	3,851,397.19	-	105,994.24	110,437.25	214,443.01	8,854.05	3,650,251.24	-
Investments	3,843,895.87					From "Cash Balances" Report				
Interest	3,405,367.84					Investments	3,641,397.19			
	438,528.03					Fund 101 Balance	3,309,285.67			
							332,111.52			
	3,843,895.87					Investments	3,641,397.19			
	7,501.32					Interest	8,854.05			
	3,851,397.19					New Balance	3,650,251.24			

Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 5/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 6/30/2019	
-	-	-	-	0.00	-	-	-	-	-	0.00	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	0.00	-	-	-	-	-	0.00	
-	2,189.99	-	408.08	312,405.18	-	-	3,188.36	312,602.28	28.07	3,019.33	
267.12	-	-	267.12	100,000.00	-	276.03	-	-	276.03	100,000.00	
-	-	-	-	100,000.00	-	1,495.89	-	-	1,495.89	100,000.00	
164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86	100,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
1,413.29	-	-	1,413.29	100,000.00	-	-	-	-	-	100,000.00	
152.05	-	-	152.05	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,246.58	-	-	1,246.58	100,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
193.15	-	-	193.15	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
2,189.99	2,189.99	-	2,598.07	1,212,405.18	-	3,188.36	3,188.36	312,602.28	3,216.43	903,019.33	
-	3,403.42	3,403.42	-	-	-	-	2,862.46	2,862.46	-	-	
1,487.67	-	-	1,487.67	100,000.00	-	-	-	-	-	100,000.00	
1,611.64	-	-	1,611.64	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,470.96	-	-	1,470.96	100,000.00	
164.38	-	-	164.38	100,000.00	-	169.86	-	-	169.86	100,000.00	
139.73	-	-	139.73	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	200,000.00	-	-	-	-	-	200,000.00	
-	-	-	-	200,000.00	-	-	-	-	-	200,000.00	
-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	
-	-	-	-	100,000.00	-	1,221.64	-	-	1,221.64	100,000.00	
-	-	-	-	-	-	-	-	-	-	-	
3,403.42	3,403.42	3,403.42	3,403.42	1,100,000.00	-	2,862.46	2,862.46	2,862.46	2,862.46	1,100,000.00	
-	3,403.42	-	417.99	235,214.15	-	-	#####	300,000.00	915.39	1,351,594.28	
-	-	200,000.00	1,852.51	910,903.90	-	-	-	-	1,617.37	912,521.27	
-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	
-	3,403.42	200,000.00	2,270.50	1,146,118.05	-	-	#####	300,000.00	2,532.76	2,264,115.55	
5,593.41	8,996.83	203,403.42	8,271.99	3,458,523.23	-	6,050.82	#####	615,464.74	8,611.65	4,267,134.88	
From "Cash Balances" Report					From "Cash Balances" Report						
Investments		3,450,251.24			Investments			4,258,523.23			
Fund 101 Balance		3,228,287.93			Fund 101 Balance			3,814,257.63			
		221,963.31						444,265.60			
Investments		3,450,251.24			Investments			4,258,523.23			
Interest		8,271.99			Interest			8,611.65			
New Balance		3,458,523.23			New Balance			4,267,134.88			

Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 7/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends
-	-	-	-	-	0.00	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	0.00	-	-	-	-	-
-	-	-	-	-	3,019.33	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	164.38	-	-	164.38	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	199.59	-	-	199.59	100,000.00	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	363.97	-	-	363.97	903,019.33	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	200,000.00	-	-	-	-	-
-	-	-	-	-	200,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	100,000.00	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	1,100,000.00	-	-	-	-	-
-	-	-	-	-	1,351,594.28	-	-	-	-	-
-	-	-	-	-	912,521.27	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	2,264,115.55	-	-	-	-	-
-	363.97	-	-	363.97	4,267,134.88	-	-	-	-	-
From "Cash Balances" Report						From "Cash Balances" Report				
Investments						Investments				
Fund 101 Balance						Fund 101 Balance				
Investments						Investments				
Interest						Interest				
New Balance						New Balance				

Balance 8/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 9/30/2019	Purchases	Sales	Transfers in	Transfers out
0.00	-	-	-	-	-	0.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
0.00	-	-	-	-	-	0.00	-	-	-	-
3,019.33	-	-	-	-	-	3,019.33	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
903,019.33	-	-	-	-	-	903,019.33	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
200,000.00	-	-	-	-	-	200,000.00	-	-	-	-
200,000.00	-	-	-	-	-	200,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
100,000.00	-	-	-	-	-	100,000.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
1,100,000.00	-	-	-	-	-	1,100,000.00	-	-	-	-
1,351,594.28	-	-	-	-	-	1,351,594.28	-	-	-	-
912,521.27	-	-	-	-	-	912,521.27	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
2,264,115.55	-	-	-	-	-	2,264,115.55	-	-	-	-
4,267,134.88	-	-	-	-	-	4,267,134.88	-	-	-	-
	From "Cash Balances" Report Investments Fund 101 Balance						From "Cash Balances" Report Investments Fund 101 Balance			
	Investments Interest New Balance						Investments Interest New Balance			

Interest/ Dividends	Balance 10/31/2019	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 11/30/2019	Purchases	Sales
-	0.00	-	-	-	-	-	0.00	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	0.00	-	-	-	-	-	0.00	-	-
-	3,019.33	-	-	-	-	-	3,019.33	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	903,019.33	-	-	-	-	-	903,019.33	-	-
-	-	-	-	-	-	-	-	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	200,000.00	-	-	-	-	-	200,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	100,000.00	-	-	-	-	-	100,000.00	-	-
-	-	-	-	-	-	-	-	-	-
-	1,100,000.00	-	-	-	-	-	1,100,000.00	-	-
-	1,351,594.28	-	-	-	-	-	1,351,594.28	-	-
-	912,521.27	-	-	-	-	-	912,521.27	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	2,264,115.55	-	-	-	-	-	2,264,115.55	-	-
-	4,267,134.88	-	-	-	-	-	4,267,134.88	-	-
		From "Cash Balances" Report						From "Cash Ba	
		Investments						Investments	
		Fund 101 Balance						Fund 101 Balan	
		Investments						Investments	
		Interest						Interest	
		New Balance						New Balance	

Transfers in	Transfers out	Interest/ Dividends	Balance 12/31/2019
-	-	-	0.00
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	0.00
<hr/>			
-	-	-	3,019.33
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	903,019.33
<hr/>			
-	-	-	-
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	200,000.00
-	-	-	200,000.00
-	-	-	100,000.00
-	-	-	100,000.00
-	-	-	-
-	-	-	1,100,000.00
<hr/>			
-	-	-	1,351,594.28
-	-	-	912,521.27
-	-	-	-
-	-	-	-
-	-	-	2,264,115.55
<hr/>			
-	-	-	4,267,134.88
<hr/>			
Balances" Report			
nce			

Investments as of 6/30/19		
By Broker	%	Amount
Smith Barney	0.0%	0.00
Northland	21.2%	903,019.33
RBC	25.8%	1,100,000.00
4M Fund	53.1%	2,264,115.55
Total	100.0%	4,267,134.88

Investments as of 6/30/19		
By Type	%	Amount
Money Market	53.1%	2,267,134.88
Fed Agency	0.0%	0.00
Commercial Paper	0.0%	0.00
Treasury	0.0%	0.00
Certificate of Deposit	46.9%	2,000,000.00
Total	100.0%	4,267,134.88

Investments as of 6/30/19		
By holding period (from purchase date)	%	Amount
No time limit	53.1%	2,267,134.88
Up to 1 year	0.0%	0.00
2 years	18.7%	800,000.00
3 years	16.4%	700,000.00
4 years and over	11.7%	500,000.00
Total	100.0%	4,267,134.88

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date July 23, 2019

ITEM NUMBER Annual Storm Water Report

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City must report on its storm water efforts as one of the requirements of our Municipal Separate Storm Sewer System (MS4) permit. Attached is a copy of our most recent annual report submitted to the Minnesota Pollution Control Agency (MPCA). At the close of the presentation and discussion, the Council must allow for public comment on our storm water program.

STAFF RECOMMENDATION:

MS4 Annual Report for 2018

Reporting period: January 1, 2018 to December 31, 2018

Due: June 30, 2019

Instructions: Complete this annual report to provide a summary of your activities under the 2013 MS4 Permit (Permit) between January 1, 2018 and December 31, 2018. MPCA staff may also contact you for additional information.

Questions: Contact Cole Landgraf (cole.landgraf@state.mn.us, 651-757-2880)

MS4 General Contact Information

Full Name:	Heather Butkowski
Title:	City Administrator
Mailing Address:	1891 Walnut Street
City:	Lauderdale
State:	MN
Zip Code:	55113
Phone:	651-792-7657
Email:	admin@lauderdalemn.org

Preparer Contact Information (if different from the MS4 General Contact)

Full Name:	Heather Butkowski
Title:	City Administrator
Organization:	City of Lauderdale
Mailing Address:	1891 Walnut Street
City:	Lauderdale
State:	MN
Zip Code:	55113
Phone:	651-792-7657
Email:	admin@lauderdalemn.org

MCM 1: Public Education and Outreach

The following questions refer to Part III.D.1. of the Permit.

Q2 Did you select a stormwater-related issue of high priority to be emphasized during this Permit term? [Part III.D.1.a.(1)]

Yes

Q3 If 'Yes' in Q2, what is your stormwater-related issue(s)? Check all that apply.

- | | |
|-------------------------------------|----------------------------------------------|
| <input type="checkbox"/> | Total Maximum Daily Loads (TMDLs) |
| <input type="checkbox"/> | Local businesses |
| <input checked="" type="checkbox"/> | Residential best management practices (BMPs) |
| <input type="checkbox"/> | Pet waste |
| <input type="checkbox"/> | Yard waste |
| <input type="checkbox"/> | Deicing materials |
| <input type="checkbox"/> | Household chemicals |
| <input type="checkbox"/> | Construction activities |
| <input type="checkbox"/> | Post-construction activities |
| <input type="checkbox"/> | Other |

If 'Other,'

describe:

Q4 Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)]

Yes

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]

Yes

Q6 How did you distribute educational materials or equivalent outreach? [Part III.D.1.a.] Check all that apply in the table below.

Q7 For the items checked in Q6 below, who is the intended audience? Check all that apply in the table below.

Q8 For the items checked in Q6 below, enter the total circulation/audience in the table below (if unknown, use best estimate).

Q6 How did you distribute educational materials or equivalent outreach? Check all that apply:	Q7 Intended audience? Check all that apply:						Q8 Total circulation/audience: (if unknown, best est.)
	Residents	Local businesses	Developers	Students	Employees	Other	
<input type="checkbox"/> Brochure							
<input checked="" type="checkbox"/> Newsletter	X	X		X	X		4600
<input type="checkbox"/> Utility bill insert							
<input type="checkbox"/> Newspaper ad							
<input checked="" type="checkbox"/> Radio ad	X	X	X	X	X		500
<input type="checkbox"/> Television ad							
<input checked="" type="checkbox"/> Cable access channel	X	X		X	X		200
<input type="checkbox"/> Stormwater-related event							
<input type="checkbox"/> School project or presentation							
<input checked="" type="checkbox"/> Website	X	X	X				100
<input type="checkbox"/> Other (1) Describe:							
<input type="checkbox"/> Other (2) Describe:							
<input type="checkbox"/> Other (3) Describe:							

For Q9 and Q10 below, provide a brief description of each activity related to public education and outreach (e.g. rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2018 to December 31, 2018. [Part III.D.1.c.(4)]

Q9	Date of Activity	Q10	Description of Activity
	8/15/2019		Mississippi Watershed Management Organization, Capital Region Watershed District, Rice Creek Watershed District, and Ramsey County Conservation District participate in our annual summer festival.

Q11 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]
If 'Yes,' describe those modifications:

No



MCM 2: Public Participation/Involvement

The following questions refer to Part III.D.2.a. of the Permit.

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP).
Did you provide this opportunity between January 1, 2018 and December 31, 2018? [Part III.D.2.a.(1)]

Yes

Q13 If 'Yes' in Q12, what was the opportunity that you provided? Check all that apply.

<input checked="" type="checkbox"/>	Public meeting
<input type="checkbox"/>	Public event
<input type="checkbox"/>	Other

Q14 If 'Public meeting' in Q13, did you hold a stand-alone meeting or combine it with another event?

Enter the date of the public meeting:

Enter the number of citizens that attended and were informed about your SWPPP:

Q15 If 'Public Event' in Q13,

Describe:

Q15 Enter the date of the public event:

Enter the number of citizens that attended and were informed about your SWPPP:

Q16 If 'Other' in Q13,

Describe:

Enter the date of the 'other' event:

Enter the number of citizens that attended and were informed about your SWPPP:

Q17 Between January 1, 2018 and December 31, 2018, did you receive any input regarding your SWPPP?

If 'Yes,' enter the total number of individuals or organizations that provided comments on your SWPPP:

Q18 If 'Yes' in Q17, did you modify your SWPPP as a result of written input received? [Part III.D.2.b.(2)]

If 'Yes,' describe those modifications:

Q19 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]

If 'Yes,' describe those modifications:



MCM 3: Illicit Discharge Detection and Elimination

The following questions refer to Part III.D.3. of the Permit.

Q20 Do you have a regulatory mechanism which prohibits non-stormwater discharges to your MS4?

Q21 Did you identify any illicit discharges between January 1, 2018 and December 31, 2018? [Part III.D.3.h.(4)]

Q22 If 'Yes' in Q21, enter the number of illicit discharges detected:

Q23 If 'Yes' in Q21, how did you discover these illicit discharges? Check all that apply.

<input checked="" type="checkbox"/>	Public complaint
<input type="checkbox"/>	Staff

Q24 If 'Public complaint' in Q23, enter the number discovered by the public:

Q25 If 'Staff' in Q23, enter the number discovered by staff:

Q26 If 'Yes' in Q21, did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)?
 No

Q27 If 'Yes' in Q26, what type of enforcement action(s) was taken and how many of each action were issued between January 1, 2018 and December 31, 2018? Check all that apply.

	Number issued:
<input type="checkbox"/> Verbal warning	
<input type="checkbox"/> Notice of violation	
<input type="checkbox"/> Fine	
<input type="checkbox"/> Criminal action	
<input type="checkbox"/> Civil penalty	
<input type="checkbox"/> Other	

If 'Other,' describe:

Q28 If 'Yes' in Q26, did the enforcement action(s) taken sufficiently address the illicit discharge(s)?

Q29 If 'No' in Q28, why was the enforcement not sufficient to address the illicit discharge(s)?

Q30 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]
 Yes

Q31 Between January 1, 2018 and December 31, 2018, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.]
 Yes

Q32 If 'Yes' in Q31, how did you train your field staff? Check all that apply.

<input type="checkbox"/>	Email
<input type="checkbox"/>	Powerpoint
<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Video
<input type="checkbox"/>	Field Training
<input checked="" type="checkbox"/>	Other

If 'Other,' describe:

The following questions refer to Part III.C.1. of the Permit.

Q33 Did you update your storm sewer system map between January 1, 2018 and December 31, 2018? [Part III.C.1.]
 No

Q34 Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.]
 Yes

Q35 Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.]
 Yes

Q36 Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]
 Yes

Q37 Does your storm sewer map include all receiving waters? [Part III.C.1.d.]
 Yes

Q38 In what format is your storm sewer map available?

If 'Other,' describe:

Q39 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination (IDDE) program? [Part IV.B.]

No
If 'Yes,' describe those modifications:



MCM 4: Construction Site Stormwater Runoff Control

The following questions refer to Part III.D.4. of the Permit.

Q40 Do you have a regulatory mechanism that is at least as stringent as the Agency's general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. MN R100001 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.]
 Yes

Q41 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]

Yes

Q42 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]

Yes

Q43 Enter the number of site plan reviews conducted for sites an acre or greater between January 1, 2018 and December 31, 2018:

0

Q44 What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2018 to December 31, 2018.

	Number Issued:
<input checked="" type="checkbox"/> Verbal warning	0
<input checked="" type="checkbox"/> Notice of violation	0
<input checked="" type="checkbox"/> Administrative order	0
<input checked="" type="checkbox"/> Stop-work order	0
<input checked="" type="checkbox"/> Fine	0
<input checked="" type="checkbox"/> Forfeit of security bond money	0
<input checked="" type="checkbox"/> Withholding of certificate of occupancy	0
<input checked="" type="checkbox"/> Criminal action	0
<input checked="" type="checkbox"/> Civil penalty	0
<input type="checkbox"/> Other	0

If 'Other,' describe:

Q45 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]

Yes

Q46 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2018 and December 31, 2018:

0

Q47 Do you have written procedures for identifying priority sites for inspections? [Part III.D.4.d.(1)]

No

Q48 If 'Yes' in Q47, how are sites prioritized for inspections? Check all that apply.

- Site topography
- Soil characteristics
- Types of receiving water(s)
- Stage of construction
- Compliance history
- Weather conditions
- Citizen complaints
- Project size
- Other

If 'Other,' describe:

Q49 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]

Yes

Q50 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2018 and December 31, 2018:

0

Q51 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]

Would be weekly if we had construction.

Q52 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2018 and December 31, 2018:

1

Q53 Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

1 Inspector Name	Chad Johnson
Organization	Stantec
Phone (Office)	(612) 712-2064
Phone (Work Cell)	651-325-6860
Email	chad.johnson@stantec.com
Preferred contact method	work cell phone
2 Inspector Name	
Organization	
Phone (Office)	
Phone (Work Cell)	
Email	
Preferred contact method	
3 Inspector Name	
Organization	
Phone (Office)	
Phone (Work Cell)	
Email	
Preferred contact method	

Q54 What training did inspectors receive? Check all that apply.

<input type="checkbox"/>	University of Minnesota Erosion and Stormwater Management Certification Program
<input type="checkbox"/>	Qualified Compliance Inspector of Stormwater (QCIS)
<input checked="" type="checkbox"/>	Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor
<input type="checkbox"/>	Minnesota Utility Contractors Association Erosion Control Training
<input checked="" type="checkbox"/>	Certified Professional in Erosion and Sediment Control (CPESC)
<input checked="" type="checkbox"/>	Certified Professional in Stormwater Quality (CPSWQ)
<input checked="" type="checkbox"/>	Certified Erosion Sediment and Storm Water Inspector (CESSWI)
<input checked="" type="checkbox"/>	Other

If 'Other,' describe:

Q55 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

No

If 'Yes,' describe those modifications:



MCM 5: Post-Construction Stormwater Management

The following questions refer to Part III.D.5. of the Permit.

Q56 Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a of the Permit?

Yes

Q57 What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the Permit? [Part III.D.5.a.(2)] Check all that apply.

[Refer to the link http://www.pca.state.mn.us/index.php/view-document.html?gid=17815 for guidance on stormwater management approaches.](http://www.pca.state.mn.us/index.php/view-document.html?gid=17815)

<input checked="" type="checkbox"/>	Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surface on-site
<input type="checkbox"/>	Retain the post-construction runoff volume on site for the 95th percentile storm
<input type="checkbox"/>	Match the predevelopment runoff conditions
<input type="checkbox"/>	Adopt the Minimal Impact Design Standards (MIDS)
<input type="checkbox"/>	An approach has not been selected
<input checked="" type="checkbox"/>	Other method (Must be technically defensible - e.g., based on modeling, research and acceptable engineering practices)

If 'Other,' describe:

Q58 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]

Yes

Q59 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your post-construction site stormwater management program? [Part IV.B.]

No

If 'Yes,' describe those modifications:



MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

The following questions refer to Part III.D.6. of the Permit.

Q60 Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 (exclude privately owned).

Structural stormwater BMPs	9
Outfalls	8
Ponds	2

Q61 Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2018 to December 31, 2018 within your MS4 (exclude privately owned). [Part III.D.6.e.]

Structural stormwater BMPs	9
Outfalls	8
Ponds	2

Q62 Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit?

No

Q63 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]

 No

Q64 If 'Yes,' briefly describe the maintenance that was conducted:

Q65 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]

 No

Q66 If 'Yes' in Q65, did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)]

Q67 If 'Yes' in Q66, based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas?

Q68 If 'Yes' in Q67, briefly describe the maintenance that was conducted:

Q69 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.]

 No

If 'Yes,' describe those modifications:



Discharges to Impaired Waters with a USEPA-Approved TMDL that Includes an applicable WLA

If required, you must complete the TMDL Annual Report Form, available at: http://stormwater.pca.state.mn.us/index.php/Upload_page_with_TMDL_forms. Attach your completed TMDL Annual Report Form to this Annual Report as instructed below. [Part III.E]

Q71 Successfully uploaded file:



Alum or Ferric Chloride Phosphorus Treatment Systems

The following questions refer to Part III.F.3.a. of the Permit. Provide the information below as it pertains to your alum or ferric chloride phosphorus treatment system.

'Alum or Ferric Chloride Phosphorus Treatment Systems' section not required for Lauderdale City MS4.

Q72 Date(s) of operation (mm/dd/yyyy - mm/dd/yyyy)

- January
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December

	Q73 Chemical(s) used for treatment:	Q74 Gallons of alum or ferric chloride treatment:	Q75 Gallons of water treated:	Q76 Calculated pounds of phosphorus removed:
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

Q77 Any performance issues and corrective action(s), including the date(s) when corrective action(s) were taken, between January 1, 2018 and December 31, 2018:



Partnerships

Q78 Did you rely on any other regulated MS4s to satisfy one or more Permit requirements?
 Yes

Q79 If 'Yes' in Q78, describe the agreements you have with other regulated MS4s and which Permit requirements the other regulated MS4s help satisfy: [Part IV.B.6.]

We defer to the Rice Creek Watershed District, Mississippi Watershed Management Organization, and the Capitol Region Watershed District rules when they are more stringent than our rules.



Additional Information

If you would like to provide any additional files to accompany your annual report, use the space below to upload those files. For each space, you may attach one file. You may provide additional explanation and/or information in an email with the subject YourMS4NameHere_2018AR to ms4permitprogram.pca@state.mn.us.

Q80 Successfully uploaded file:

Q81 Successfully uploaded file:

Q82 Successfully uploaded file:

Q83 Optional, describe the file(s) uploaded:



Owner of Operator Certification

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

Yes

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that information can be used for the purpose of processing my MS4 Annual Report.

Name:	Heather Butkowski
Title:	City Administrator
Date:	6/18/2019

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date July 23, 2019

ITEM NUMBER REE Conduit Rev. Bonds

STAFF INITIAL AS

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The primary financing tool Real Estate Equities (REE) plans to use to construct a senior rental apartment at 1795 Eustis Street is tax-exempt bonds. In order to apply to the state for these bonds, they need a resolution of support from the City Council. The resolution is non-binding in that it neither creates a financial obligation for the City nor conveys land use rights. Julie Eddington, the City's bond counsel at Kennedy and Graven, will be at the meeting to explain in greater detail. Staff also asked her to explain the application process that REE will go through to qualify for these bonds and milestones for the City going through the process.

OPTIONS:

STAFF RECOMMENDATION:

Motion to adopt Resolution 072319A—A Resolution Providing Preliminary Approval to the Issuance of Revenue Obligations under Minnesota Statutes, Chapters 462C and 474A, as Amended, and Taking Other Actions in Connection therewith.



Offices in 470 U.S. Bank Plaza
200 South Sixth Street
Minneapolis Minneapolis, MN 55402
(612) 337-9300 telephone
Saint Paul (612) 337-9310 fax
www.kennedy-graven.com
St. Cloud Affirmative Action, Equal Opportunity Employer

JULIE A. EDDINGTON
Attorney at Law
Direct Dial (612) 337-9213
Email: jeddington@kennedy-graven.com

July 13, 2019

Heather Butkowski, City Administrator
City of Lauderdale
1891 Walnut Street
Lauderdale, MN 55113

Re: Resolution calling a public hearing on the proposed issuance of conduit revenue bonds by the City of Lauderdale for the benefit of Real Estate Equities, LLC

Dear Heather,

Real Estate Equities, LLC, a Minnesota limited liability company, or an affiliate (collectively, the "Borrower"), has proposed to acquire, construct, and equip approximately 114 units of affordable senior housing (the "Project") to be located at 1795 Eustis Street in the City of Lauderdale (the "City"). In order to finance the Project, the Borrower is requesting that the City issue one or more series of tax-exempt or taxable conduit revenue bonds (the "Bonds") in the principal amount not to exceed \$33,000,000. Enclosed is a resolution to be considered by the City Council calling a public hearing on the issuance of the Bonds and taking other actions related to the issuance of the Bonds. As you know, the City Council previously adopted a preliminary resolution for the Bonds in April. At the Borrower's request, we have revised the principal amount of the Bonds and changed the date of the public hearing for the bonds.

The Bonds, if authorized by the City, will be issued in one or more series as housing revenue bonds under Minnesota Statutes, Chapter 462C, as amended (the "Act"). In accordance with the Act, the City will be required to conduct a public hearing on the issuance of the Bonds and the approval of a housing program. Additionally, Section 146 of the Internal Revenue Code of 1986, as amended (the "Code"), requires that the Bonds receive an allocation of bonding authority of the State of Minnesota (the "State"). An application for this allocation must be made pursuant to Minnesota Statutes, Chapter 474A, as amended (the "Allocation Act"). The enclosed resolution authorizes the City to take actions to prepare the housing program and an application for allocation in accordance with Section 146 of the Code and the Allocation Act. My office will coordinate the process for application for allocation from the State's unified pool in late July.

If the City Council adopts the enclosed resolution, the City Council will be asked to conduct the public hearing required under the Act and the Code at a future City Council meeting. We have tentatively selected the meeting to be held on Tuesday, September 10, 2019 as the date for the public hearing. Following the public hearing, the City Council will be asked to consider a resolution approving the housing program, providing final approval to the issuance of the Bonds, and authorizing the execution of documents in connection with the Bonds.

If issued, the Bonds will be secured solely by the revenues derived from the loan agreement to be executed by the Borrower and from other security provided by the Borrower. The Bonds will not constitute a general or moral obligation of the City and will not be secured by or payable from any property or assets of the City (other than the interests of the City in the loan agreements) and will not be secured by any taxing power of the City. The Bonds will not be subject to any debt limitation imposed on the City, and the issuance of the Bonds will not have any adverse impact on the credit rating of the City, even in the event that the Borrower encounters financial difficulties with respect to the Project to be financed with the proceeds of the Bonds.

The Borrower will agree to pay the out-of-pocket expenses of the City with respect to this transaction as well as the City's administrative fee.

I can attend the City Council and can answer any questions that may arise during the meeting. Please contact me with any questions you may have prior to the City Council meeting.

Sincerely,

Julie A. Eddington

CITY OF LAUDERDALE, MINNESOTA

RESOLUTION NO. 072319A

RESOLUTION PROVIDING PRELIMINARY APPROVAL TO THE ISSUANCE OF REVENUE OBLIGATIONS UNDER MINNESOTA STATUTES, CHAPTERS 462C AND 474A, AS AMENDED, AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH

BE IT RESOLVED by the City Council (the "City Council") of the City of Lauderdale, Minnesota (the "City"), as follows:

Section 1. Recitals.

1.01. Pursuant to Minnesota Statutes, Chapter 462C, as amended (the "Housing Act"), the City is authorized to carry out the public purposes described in the Housing Act by providing for the issuance of revenue bonds to provide funds to finance multifamily housing developments.

1.02. Real Estate Equities, LLC, a Minnesota limited liability company, or an affiliate (collectively, the "Borrower"), has proposed to acquire, construct, and equip approximately 114 units of affordable senior housing to be located at 1795 Eustis Street in the City (the "Project").

1.03. The Borrower is requesting that the City issue revenue obligations, in one or more series, as taxable or tax-exempt obligations (the "Bonds"), in the approximate principal amount of \$33,000,000, in order to finance the Project.

1.04. Under Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), prior to the issuance of the Bonds, the City Council must conduct a public hearing after posting notice of such public hearing on the City's website at least seven (7) days before the hearing. Under Section 462C.04, subdivision 2 of the Housing Act, a public hearing must be held on the housing program after one publication of notice in a newspaper circulating generally in the City at least fifteen (15) days before the hearing.

1.05. Pursuant to Section 146 of the Code, the Bonds must receive an allocation of the bonding authority of the State of Minnesota. An application for such an allocation must be made pursuant to the requirements of Minnesota Statutes, Chapter 474A, as amended (the "Allocation Act"). The City Council must grant preliminary approval to the issuance of the Bonds to finance the Project and authorize the submission of an application to the office of Minnesota Management & Budget for an allocation of bonding authority with respect to the Bonds to finance the Project.

Section 2. Preliminary Findings. Based on representations made by the Borrower to the City to date, the City Council hereby makes the following preliminary findings, determinations, and declarations:

(a) The Bonds will finance a multifamily housing development designed and intended to be used for rental occupancy by seniors.

(b) The proceeds of the Bonds will be loaned to the Borrower and the proceeds thereof, along with other available funds, will be used to finance the Project, finance capitalized interest during the construction of the Project, fund required reserve funds, and pay costs of issuance of the Bonds. The City will enter into one or more loan agreements (or other revenue

agreement) with the Borrower requiring loan repayments from the Borrower in amounts sufficient to repay the loan of the proceeds of the Bonds when due and requiring the Borrower to pay all costs of maintaining and insuring the Project, including taxes thereon.

(c) In preliminarily authorizing the issuance of the Bonds, the City's purpose is to further the policies of the Housing Act.

(d) The Bonds will be special, limited obligations of the City payable solely from the revenues pledged to the payment thereof, will not be a general or moral obligation of the City, and will not be secured by or payable from revenues derived from any exercise of the taxing powers of the City.

Section 3. Submission of an Application for an Allocation of Bonding Authority. The City Council hereby authorizes the submission of an application for allocation of bonding authority with respect to the Bonds in the approximate principal amount of \$33,000,000 pursuant to Section 146 of the Code and the Allocation Act in accordance with the requirements of the Allocation Act. City staff and Kennedy & Graven, Chartered, acting as bond counsel to the City ("Bond Counsel"), shall take all actions, in cooperation with the Borrower, as are necessary to submit an application for an allocation of bonding authority to the office of Minnesota Management & Budget.

Section 4. Public Hearing. The City Council shall meet at 7:30 p.m. on September 10, 2019 or another date chosen by the City Administrator, to conduct a public hearing on the Housing Program, the Project, and the issuance of the Bonds by the City. Notice of such hearing (the "Public Notice") will be published and/or posted as required by Section 462C.04, subdivision 2 of the Housing Act and Section 147(f) of the Code. Bond Counsel is hereby authorized and directed to publish the Public Notice, in substantially the form attached hereto as EXHIBIT A, in the *Roseville Review*, the official newspaper of the City, and in the *Pioneer Press*, a newspaper of general circulation in the City, at least fifteen (15) days before the meeting of the City Council at which the public hearing will take place. City staff is authorized and directed to post the Public Notice, in substantially the form attached hereto as EXHIBIT A, on the City's website at least seven (7) days before the meeting of the City Council at which the public hearing will take place. At the public hearing reasonable opportunity will be provided for interested individuals to express their views, both orally and in writing, on the Project, the Housing Program, and the proposed issuance of the Bonds.

Section 5. Housing Program. Bond Counsel shall prepare and submit to the City a draft Housing Program to authorize the issuance by the City of up to \$33,000,000 in revenue bonds to finance the acquisition, construction, and equipping of the Project by the Borrower. Bond Counsel is authorized and directed to submit, on behalf of the City, the Housing Program to Metropolitan Council for review and comment pursuant to Section 462C.04, subdivision 2 of the Housing Act.

Section 6. Preliminary Approval. The City Council hereby provides preliminary approval to the issuance of the Bonds in the estimated principal amount not to exceed \$33,000,000, subject to: (i) a public hearing as required by the Housing Act and Section 147(f) of the Code; (ii) final approval following the preparation of bond documents; and (iii) final determination by the City Council that the financing of the Project and the issuance of the Bonds are in the best interests of the City.

Section 7. Reimbursement of Costs under the Code.

7.01. The United States Department of the Treasury has promulgated regulations governing the use of the proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City or the Borrower for project expenditures paid prior to the date of issuance of such bonds. Those regulations

(Treasury Regulations, Section 1.150-2) (the “Regulations”) require that the City adopt a statement of official intent to reimburse an original expenditure not later than sixty (60) days after payment of the original expenditure. The Regulations also generally require that the bonds be issued and the reimbursement allocation made from the proceeds of the bonds occur within eighteen (18) months after the later of: (i) the date the expenditure is paid; or (ii) the date the project is placed in service or abandoned, but in no event more than three (3) years after the date the expenditure is paid. The Regulations generally permit reimbursement of capital expenditures and costs of issuance of the Bonds.

7.02. To the extent any portion of the proceeds of the Bonds will be applied to expenditures with respect to the Project, the City reasonably expects to reimburse the Borrower for the expenditures made for costs of the Project from the proceeds of the Bonds after the date of payment of all or a portion of such expenditures. All reimbursed expenditures shall be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Regulations and also qualifying expenditures under the Housing Act.

Based on representations by the Borrower, other than (i) expenditures to be paid or reimbursed from sources other than the Bonds, (ii) expenditures permitted to be reimbursed under prior regulations pursuant to the transitional provision contained in Section 1.150-2(j)(2)(i)(B) of the Regulations, (iii) expenditures constituting preliminary expenditures within the meaning of Section 1.150-2(f)(2) of the Regulations, or (iv) expenditures in a “de minimis” amount (as defined in Section 1.150-2(f)(1) of the Regulations), no expenditures with respect to the Project to be reimbursed with the proceeds of the Bonds have been made by the Borrower more than sixty (60) days before the date of adoption of this resolution of the City.

7.03. Based on representations by the Borrower, as of the date hereof, there are no funds of the Borrower reserved, allocated on a long term-basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside) to provide permanent financing for the expenditures related to the Project to be financed from proceeds of the Bonds, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the budgetary and financial circumstances of the Borrower as they exist or are reasonably foreseeable on the date hereof.

Section 8. Costs. The Borrower will pay the administrative fees of the City and pay, or, upon demand, reimburse the City for payment of, any and all costs incurred by the City in connection with the issuance of the Bonds, whether or not the Bonds are issued.

Section 9. Commitment Conditional. The adoption of this resolution does not constitute a guaranty or firm commitment that the City will issue the Bonds as requested by the Borrower. The City retains the right in its sole discretion to withdraw from participation and accordingly not to issue the Bonds, or issue the Bonds in an amount less than the amount referred to herein, should the City at any time prior to issuance thereof determine that it is in the best interest of the City not to issue the Bonds, or to issue the Bonds in an amount less than the amount referred to in Section 6 hereof, or should the parties to the transaction be unable to reach agreement as to the terms and conditions of any of the documents required for the transaction.

Section 10. Effective Date. This resolution shall be in full force and effect from and after its passage.

Adopted by the City Council of the City of Lauderdale, Minnesota this 23rd day of July, 2019.

Mayor

ATTEST:

City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING

CITY OF LAUDERDALE, MINNESOTA

NOTICE OF PUBLIC HEARING ON THE APPROVAL OF A HOUSING PROGRAM FOR A MULTIFAMILY SENIOR HOUSING DEVELOPMENT AND THE ISSUANCE OF REVENUE BONDS UNDER MINNESOTA STATUTES, CHAPTER 462C, AS AMENDED

NOTICE IS HEREBY GIVEN that the City Council of the City of Lauderdale, Minnesota (the “City”) will hold a public hearing on Tuesday, September 10, 2019, at or after 7:30 p.m. at City Hall, located at 1891 Walnut Street in the City, to consider a proposal that the City approve and authorize the issuance of its revenue bonds, in one or more series, as taxable or tax-exempt obligations (the “Bonds”), pursuant to Minnesota Statutes, Chapter 462C, as amended (the “Act”), for the purposes of (i) financing the acquisition, construction, and equipping of approximately 114 units of affordable senior housing to be located at 1795 Eustis Street in the City (the “Project”); (ii) funding any required reserve funds; (iii) financing capitalized interest during the construction of the Project; and (iv) paying the costs of issuing the Bonds. Real Estate Equities, LLC, a Minnesota limited liability company, or an affiliate (collectively, the “Borrower”), will own the Project. The aggregate principal amount of the proposed Bonds is estimated not to exceed \$33,000,000.

Following the public hearing, the City Council will consider a resolution approving a housing program prepared in accordance with the requirements of the Act and granting approval to the issuance of the Bonds.

The Bonds will be special, limited obligations of the City, and the Bonds and interest thereon will be payable solely from the revenues and assets pledged to the payment thereof. No holder of any Bond will have the right to compel any exercise of the taxing power of the City to pay the Bonds or the interest thereon, nor to enforce payment against any property of the City except money payable by the Borrower to the City and pledged to the payment of the Bonds. Before issuing the Bonds, the City will enter into an agreement with the Borrower, whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on the Bonds when due.

At the time and place fixed for the public hearing, the City Council will give all persons who appear at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments respecting the proposal with the City Administrator, at or prior to said public hearing.

Dated: [Date of Publication/Posting on City’s website]

BY ORDER OF THE CITY COUNCIL OF
THE CITY OF LAUDERDALE, MINNESOTA

/s/ Heather Butkowski
City Administrator
City of Lauderdale, Minnesota

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date July 23, 2019

ITEM NUMBER GARE Work Session

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In early June, the Council began the GARE (Government Alliance on Race and Equity) training in partnership with the League of Minnesota Cities. Lauderdale is the League's pilot program for determining how to make the training possible for small cities with resource limitations. The first meeting provided Council and staff with background information to understand the roots of institutional racism. The Council is devoting this meeting's work session to "Part 1B" of the three part process. In this phase, Council and staff will brainstorm strategies to achieve more racially equitable outcomes in Lauderdale.

OPTIONS:

STAFF RECOMMENDATION:

Outline for Developing Race Equity Plan for Mahnomon and Lauderdale as Pilots for Smallest Cities

Three-part process:

1. Session for City Officials (Staff and Elected) – Basic Race Equity Training (6 hours)

Basic Training in Race Equity and the Role of Government (4 hours)

- learn that racism isn't just about individual attitudes of prejudice but, more importantly, about institutions and structures that lead to outcomes that are disadvantageous for communities of color, whether intentional or not
- understand explicit versus implicit bias, and how implicit bias may be the one with the most detrimental impacts
- practice identifying examples of both explicit and implicit bias operating within the structures of city government
- become aware of government's role in creating racial inequity, and how historic practices that have been eliminated have nonetheless left a legacy
- learn key terms and concepts that support normalizing (learning to talk about) racial equity
- gain an understanding of what it means to operationalize (or plan and carry out) strategies to achieve racial equity
- be motivated to take action and sustain prolonged efforts

Brainstorm Ideas About How This May Apply to Our Community (2 hours)

- think about the history of race in your community; or what history you might need to research
- defining very broadly what you would like racial equity to look like in your community
- join colleagues in identifying the possible issues that might need to be addressed to achieve more racially equitable outcomes in your community
- think about community engagement and reaching out to stakeholders – who needs to be at the table?; how do we persuade them to participate?

2. Community Engagement Session (2 – 3 hours)

Purpose: To introduce the concept of race equity to the community, seek their advice and input.

Basic Overview (1 hour)

- cover basic concepts of the GARE model of achieving racial equity.
- discuss implicit versus explicit bias; institutional and structural racism
- a few examples of how city governments have perpetuated racism (may be brainstorming as much as presentation)

Facilitated Discussion (1 – 2 hours)

- open forum/brainstorm issues in this community

- begin imaging what solutions might look like
- identify key stakeholders that need or want to be involved; clarify roles

3. Development of Race Equity Strategic Plan (4 hours)

Purpose: For city officials (and community members if the city likes) to develop a simplified race equity strategy plan using a simplified format (example attached)

- what are our priority issues to address?
- what is the desired result?
- is there any existing data that can help us understand this issue better? If not, is there simple data that we can realistically generate given our resources?
- what are our specific priority strategies?
- what is the implementation plan?
- how will we communicate both our strategies, and our accountability for achieving outcomes to relevant stakeholders and to the public?

**City of ???????
Race Equity Plan**

Mission: (May be Optional or is City's Basic Mission Statement)

Vision: (The Desired State of Race Equity in the Community)

Strategy:

Characteristics and description listed here

Goal:

Action Steps	Assigned	Deadline
a.		
b.		
c.		

Goal:

Action Steps	Assigned	Deadline
a.		
b.		
c.		

Goal:

Action Steps	Assigned	Deadline
a.		
b.		
c.		

As many strategies and underlying goals can be identified as the city wants