

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, NOVEMBER 26, 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 November 12, 2019 City Council Meeting
 - c. Claims Totaling \$17,613.07
4. **CONSENT**
 - a. October Financial Report
 - b. Agreement with AEM Financial for Audit Preparation Services
 - c. Rink Attendant Hiring for 2019-2020 Winter Season
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. 2019 Infrastructure Improvement Project
 - b. 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. Truth-in-Taxation Hearing – 2020 Budget, Levy, and Capital Improvement Plan
 - b. Public Hearing on High Density Residential - Conservation Zoning Ordinance
8. **DISCUSSION / ACTION ITEM**
 - a. Resolution No. 112619A Establishing 2020 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Review of Long-Term Financial Plan with AEM Financial
 - b. Front Yard Fence Regulations

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. Conversation with St. Paul Fire Chief Butch Inks
- c. Community Development Update

13. ADJOURNMENT

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MEETING MINUTES
Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

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November 12, 2019

Call to Order

Mayor Gaasch called the Regular City Council meeting to order at 7:30 p.m.

Roll Call

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

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 Dains moved and seconded by Councilor Grove to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were any corrections to the minutes of the October 22, 2019 city council meeting. There being none, Councilor Dains moved and seconded by Councilor Grove to approve the minutes of the October 22, 2019 city council meeting. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Dolphin moved and seconded by Councilor Dains to approve the claims totaling \$106,786.18. Motion carried unanimously.

Consent

Councilor Grove moved and seconded by Councilor Dains to approve the Consent Agenda thereby approving the 2019 Infrastructure Improvement Project pay request number 6 and acknowledging the Third Quarter Investment Report.

Informational Presentations/Reports

A. 2019 Infrastructure Improvement Project

Kellie Schlegel of Stantec provided an overview of progress on the project.

B. City Council Updates

Councilor Dains shared that he attended a Mississippi Watershed Management Organization (MWMO) meeting where they discussed their ten year plan, as well as proposed work for next year on the Mississippi River and its tributaries. Dains continued to say that he attended his Metropolitan Council advisory committee meeting where they are working on their five year plan regarding transportation in the Twin Cities. Mayor Gaasch added that she and Councilor Grove attended a Ramsey County League of Local Governments meeting in regards to a project being done in Scott County called SCALE (Scott County Association for Leadership and

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1891 Walnut Street
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Efficiency). The program is designed for cities and counties to collaborate and share their resources. She finished by thanking staff and volunteers for their help with the Halloween party.

Public Hearings

Butkowski explained that the majority of the 2019 Infrastructure Improvement Project has been completed and the costs tallied. The estimated project cost at completion is expected to be \$2,643,000 with \$430,641 proposed to be assessed to the benefiting property owners. Of this total, City owned property accounts for \$25,539. The City will pay for the assessments abutting the public works garage and Community Park. The street assessment and water service installation costs for 1795 Eustis Street will be applied to the property tax rolls and assumed by the future buyer of the site.

Administrator Butkowski and Kellie Schlegel of Stantec provided a presentation to detail the project costs. Afterward, Mayor Gaasch opened the floor to anyone in attendance that wanted to address the Council on this matter at 7:45 p.m.

Harvey Skow, 1931 Carl Street, addressed the Council on behalf of his son and daughter who own the property. He does not believe his property should be assessed for the work on Roselawn Avenue because he does not think the property value has increased by the assessment amount. He also felt city policy did not allow for assessment of mill and overlay projects. He also referenced a legal settlement between him and the City. He stated that \$109.54 would be a fair assessment amount.

Heather Brian, 1778 Eustis Street, inquired as to why the proposed assessment amount changed, and how the interest rate was set. Staff responded that per city policy, the interest rate is set at two percent over the interest rate established at the bond sale.

Josh Hauser, 1778 Eustis Street, wondered what caused the \$.89 linear foot increase in assessment costs. He also wanted to know what help the City could offer regarding damage done to the property by Xcel Energy's subcontractor. Staff responded that the bids came in higher than the original budget.

Dawn Bartylla, 1911 Eustis Street, stated that the manhole covers are not smooth with the road surface. She asked if the walking lane on Eustis Street could be striped for safety measures. Finally, she was wondering if the alleyways would be passable this winter.

Anne Feider, 1698 Eustis Street, shared that the new sewer grate near her house is loose and that the alley entrance was narrowed. She also mentioned a pothole near a manhole in the alley. Staff noted that the alley would be widened yet as part of the project.

Greg Eckert, 1840 Eustis Street, submitted an appeal on behalf of Judy Kubiszewski to the

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1891 Walnut Street
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Mayor. He stated that the landscaping in his front yard has not been completed from the street project. Eckert stated that he does not think either of the new stop signs in town are necessary.

Larry Lambert, 1803 Eustis Street, also stated that he does not like the stop sign on the corner of Eustis Street and Spring Street as it creates noise audible from his house.

Mark Peterson, 1816 Eustis Street, stated that he likes the addition of the stop sign on Eustis Street and Spring Street because it slows down traffic. He said he also sees many pedestrians crossing at that intersection each day.

There being no additional parties interested in speaking, Mayor Gaasch thanked those in attendance for coming to the meeting and closed the floor at 8:20 p.m.

Councilor Dolphin made a motion to adopt Resolution 111219A – A Resolution Adopting Assessments. This was seconded by Councilor Dains and carried unanimously.

Discussion/Action Items

A. Adoption of the 2040 Comprehensive Plan Update – Resolution No. 111219B

The Comprehensive Plan (Comp Plan) was sent to neighboring jurisdictions for review on June 12, 2018. That six-month period ended on December 12, 2018. City staff and Metropolitan Council staff amended the document over the summer. Our Plan went through their committee structure and was adopted by the full Metropolitan Council Board on October 9, 2019. This means the City Council can adopt the Plan and put it into effect via the following resolution.

Councilor Dolphin made a motion to adopt Resolution No. 111219B – A Resolution Adopting the 2040 Lauderdale Comprehensive Plan Update, A Compilation of Policy Statements, Goals, Standards, and Maps for Guiding the Overall Development and Redevelopment of the Local Governmental Unit. This was seconded by Councilor Grove and carried unanimously.

B. 2020 Fund Budgets and Capital Improvement Plan

Administrator Butkowski went through the draft 2020 fund budgets and a first draft of sewer and recycling rates with the Council. The proposed rates for sanitary and storm sewer were flat. The recycling rate analysis shows the need to raise rates to cover the cost of the new recycling contract. The cost for recycling increased due to market changes after China stopped accepting foreign recycling materials.

Set Agenda for Next Meeting

Administrator Butkowski stated that the November 26 council meeting may include the Truth-in-Taxation Public Hearing, a Public Hearing on High Density Residential – Conservation Zoning Ordinance, and a Concept Plan by Master Properties for the Development of Land Owned by Luther Seminary.

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

B. Presentation by St. Paul Fire Chief Butch Inks

Due to a scheduling conflict, Chief Inks was not able to attend the meeting. Staff anticipated rescheduling the conversation for the November 26 council meeting.

C. Halloween Party v. Elections in 2020

There is an unfortunate conflict between the 2020 general election and Halloween that staff wanted to start discussing. Halloween is on a Saturday in 2020 due to the leap year and that Saturday is also an early voting day at City Hall. The council chambers plus two staff will be needed until at least 4:00 p.m. for voting. Our numbers for early voting have grown as people are more aware of the ability to vote early without an excuse. In addition to the voting activity, we also will be housing all of the voting equipment, ballots, and other materials that need to remain secured during that time.

After council discussion, they were in agreement that Halloween activities would need to be limited to the Social Room next year. It provides an opportunity for the community to come up with new, fun ideas.

D. Community Development Updates

Butkowski stated that multiple meetings with the Friends of Breck Woods and the developers of Luther Seminary are on the horizon. Ramsey County also notified staff that they have funding for park improvements. Staff will work on this for spring construction.

Adjournment

Councilor Dolphin moved and seconded by Councilor Grove to adjourn the meeting at 9:09 p.m. Motion carried unanimously.

Respectfully submitted,



Miles Cline
Deputy City Clerk



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

Request for Council Action

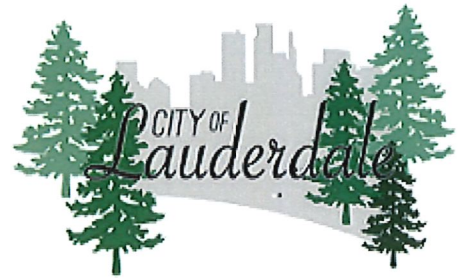
To: Mayor and City Council
From: City Administrator
Meeting Date: November 26, 2019
Subject: List of Claims

The claims totaling \$17,613.07 are provided for City Council review and approval that includes check numbers 26676 to 26690.

Accounts Payable

Checks by Date - Detail by Check Date

User: MILES.CLINE
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	43	Public Employees Retirement Association	11/15/2019	
		PR Batch 52300.11.2019 PERA Coordinated	PR Batch 52300.11.2019 PER	987.66
		PR Batch 52300.11.2019 PERA Coordinated	PR Batch 52300.11.2019 PER	1,139.59
Total for this ACH Check for Vendor 43:				2,127.25
ACH	44	Minnesota Department of Revenue	11/15/2019	
		PR Batch 52300.11.2019 State Income Tax	PR Batch 52300.11.2019 Stat	623.72
Total for this ACH Check for Vendor 44:				623.72
ACH	45	ICMA Retirement Corporation	11/15/2019	
		PR Batch 52300.11.2019 Deferred Comp	PR Batch 52300.11.2019 Def	1,819.34
		PR Batch 52300.11.2019 Deferred Comp	PR Batch 52300.11.2019 Def	1,638.63
Total for this ACH Check for Vendor 45:				3,457.97
ACH	46	Internal Revenue Service	11/15/2019	
		PR Batch 52300.11.2019 FICA Employee Portio	PR Batch 52300.11.2019 FIC,	1,157.20
		PR Batch 52300.11.2019 Medicare Employer Po	PR Batch 52300.11.2019 Med	270.66
		PR Batch 52300.11.2019 Federal Income Tax	PR Batch 52300.11.2019 Fed	1,531.68
		PR Batch 52300.11.2019 FICA Employer Portio	PR Batch 52300.11.2019 FIC,	1,157.20
		PR Batch 52300.11.2019 Medicare Employee Pc	PR Batch 52300.11.2019 Med	270.66
Total for this ACH Check for Vendor 46:				4,387.40
Total for 11/15/2019:				10,596.34
26676	34	AFSCME MN Council 5	11/26/2019	
		PR Batch 52300.11.2019 Union Dues	PR Batch 52300.11.2019 Unic	204.64
Total for Check Number 26676:				204.64
26677	65 16497060	Allstream Inc. Fax Line	11/26/2019	
Total for Check Number 26677:				53.19
26678	184 2277524-10 2277524-10	Cintas October Uniforms October Uniforms	11/26/2019	
Total for Check Number 26678:				93.04
26679	192 90891376	Comcast Holdings Corporation November Internet	11/26/2019	
Total for Check Number 26679:				486.97
26680	25	County of Ramsey	11/26/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 52300.11.2019 Long Term Disability	PR Batch 52300.11.2019 Lon;	88.99
		PR Batch 52300.11.2019 Life Insurance	PR Batch 52300.11.2019 Life	303.53
		PR Batch 52300.11.2019 Short Term Disability	PR Batch 52300.11.2019 Shor	61.76
	EMCOM-008054	October Fleet Support		6.24
	EMCOM-008068	October 911 Dispatch Services		1,083.73
	EMCOM-008085	October CAD Services		222.13
	RISK-002018	Insurance Processing Fee		25.00
Total for Check Number 26680:				1,791.38
26681	31 151702	Kennedy & Graven Chartered October Legal Services	11/26/2019	1,930.00
Total for Check Number 26681:				1,930.00
26682	185 112019 112019 112019	Lauderdale Certified Auto Repair Inc October Fuel October Fuel October Fuel	11/26/2019	71.71 71.71 334.62
Total for Check Number 26682:				478.04
26683	12 2019-209 2019-27	North Suburban Access Corporation Install New Mini-Converter to Allow HELO to F October Webstreaming & Archiving	11/26/2019	233.86 271.57
Total for Check Number 26683:				505.43
26684	5 619861-10-19	Premium Waters Inc October Water Bottles	11/26/2019	77.32
Total for Check Number 26684:				77.32
26685	279 112019	Sedgwick Heating Plumbing Permit Refund	11/26/2019	49.00
Total for Check Number 26685:				49.00
26686	135 1019572525	St Paul Pioneer Press Publish Notices	11/26/2019	38.70
Total for Check Number 26686:				38.70
26687	77 112019 112019	United States Postal Service 2 Rolls of Stamps 3 Rolls of Stamps	11/26/2019	110.00 165.00
Total for Check Number 26687:				275.00
26688	90 442061882-00001 442061882-00001 442061882-00001	Verizon Wireless October Cell Phone October Cell Phone October Cell Phone	11/26/2019	16.38 16.37 32.75
Total for Check Number 26688:				65.50
26689	7 8412211-0500-7	Waste Management Inc City Hall Refuse	11/26/2019	227.33
Total for Check Number 26689:				227.33
26690	74	Xcel Energy	11/26/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	660286750	October Street Lighting		418.94
	660522572	1885 Fulham Street		28.91
	660522572	1917 Walnut Street		30.45
	660522572	1917 Walnut Street		32.16
	660522572	1885 Fulham Street		25.00
	661309238	1891 Walnut Street		78.49
	661309238	1891 Walnut Street		127.24
Total for Check Number 26690:				741.19
Total for 11/26/2019:				7,016.73
Report Total (19 checks):				17,613.07

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date November 26, 2019

ITEM NUMBER October Financial Report

STAFF INITIAL AB

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 October 2019.

OPTIONS:

STAFF RECOMMENDATION:

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

General Ledger

Cash Balances



User: heather.butkowski
 Printed: 11/21/2019 10:27:08 AM
 Period 10 - 10
 Fiscal Year 2019

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-3,133,646.41	217,477.21	170,363.24	-3,086,532.44
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	13,761.65	4,466.25	2,142.31	16,085.59
Cash	227-00000-000-10100	89,567.66	197.13	5,023.67	84,741.12
Cash	305-00000-000-10100	25,866.71	60.31	0.00	25,927.02
Cash	306-00000-000-10100	13,062.45	13,240.80	0.00	26,303.25
Cash	401-00000-000-10100	124,851.60	32,365.73	0.00	157,217.33
Cash	403-00000-000-10100	970,178.55	73,391.47	147,122.71	896,447.31
Cash	404-00000-000-10100	275,123.86	641.51	0.00	275,765.37
Cash	414-00000-000-10100	350,121.98	38,904.99	0.00	389,026.97
Cash	416-00000-000-10100	94,364.98	220.03	0.00	94,585.01
Cash	602-00000-000-10100	1,007,131.20	14,423.48	45,382.03	976,172.65
Cash	603-00000-000-10100	412,014.85	6,294.19	15,954.97	402,354.07
Current Assets		242,499.08	401,683.10	385,988.93	258,193.25
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	3,632,818.40	8,606.15	200,000.00	3,441,424.55
Investments		3,632,818.40	8,606.15	200,000.00	3,441,424.55
Grand Total		<u>3,875,617.48</u>	<u>410,289.25</u>	<u>585,988.93</u>	<u>3,699,917.80</u>

General Ledger

Revenue vs Expense

User: heather.butkowski
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 Period: 10 - 10
 Fiscal Year 2019



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend	Collect
101	General Fund						
	Revenue						
	Taxes	810,104.00	0.00	433,544.40	376,559.60		53.52
	Licenses and Permits	35,850.00	1,471.65	38,706.55	-2,856.55		107.97
	Intergovernmental Revenues	540,820.00	0.00	270,410.00	270,410.00		50.00
	Charges for Services	11,800.00	794.75	14,266.85	-2,466.85		120.91
	Fines and Forfeits	30,000.00	2,098.88	26,251.86	3,748.14		87.51
	Miscellaneous Revenue	10,000.00	1,370.58	25,627.51	-15,627.51		256.28
	Other Financing Sources	0.00	0.00	0.00	0.00		0.00
	Revenue	1,438,574.00	5,735.86	808,807.17	629,766.83		56.22
	Expense						
	Personal Services	397,863.00	30,689.07	325,044.17	72,818.83		81.70
	Supplies	17,400.00	823.67	14,846.81	2,553.19		85.33
	Other Services and Charges	975,311.00	80,503.25	805,638.33	169,672.67		82.60
	Capital Outlay	0.00	0.00	0.00	0.00		0.00
	Other Uses	48,000.00	38,000.00	38,000.00	10,000.00		79.17
	Expense	1,438,574.00	150,015.99	1,183,529.31	255,044.69		82.27
101	General Fund	0.00	-144,280.13	-374,722.14	374,722.14		0.00

General Ledger

Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	Communications					
	Revenue	20,000.00	4,428.83	13,578.07	6,421.93	67.89
	Taxes	40.00	37.42	245.34	-205.34	613.35
	Miscellaneous Revenue					
	Revenue	20,040.00	4,466.25	13,823.41	6,216.59	68.98
	Expense					
	Personal Services	8,930.00	713.50	7,207.57	1,722.43	80.71
	Supplies	600.00	0.00	650.00	-50.00	108.33
	Other Services and Charges	3,700.00	1,428.81	6,878.45	-3,178.45	185.90
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
	Expense	18,230.00	2,142.31	14,736.02	3,493.98	80.83
226	Communications	1,810.00	2,323.94	-912.61	2,722.61	-50.42

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period: 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	Recycling Revenue					
	Intergovernmental Revenues	6,000.00	0.00	5,742.00	258.00	95.70
	Miscellaneous Revenue	<u>46,460.00</u>	<u>197.13</u>	<u>25,338.66</u>	<u>21,121.34</u>	<u>54.54</u>
	Revenue	52,460.00	197.13	31,080.66	21,379.34	59.25
	Expense					
	Personal Services	22,996.00	1,825.77	18,573.79	4,422.21	80.77
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	38,500.00	3,197.90	28,781.10	9,718.90	74.76
	Capital Outlay	<u>350.00</u>	<u>0.00</u>	<u>330.50</u>	<u>19.50</u>	<u>94.43</u>
	Expense	61,846.00	5,023.67	47,685.39	14,160.61	77.10
227	Recycling	-9,386.00	-4,826.54	-16,604.73	7,218.73	176.91

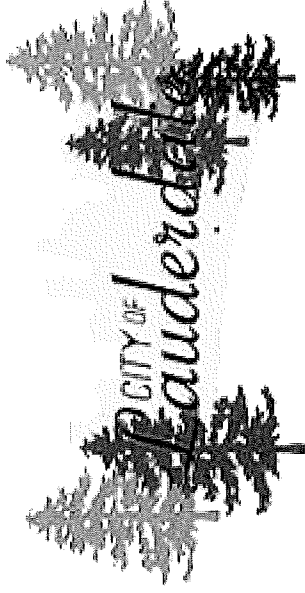
General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 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	60.31	530.47	-230.47	176.82
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	300.00	60.31	530.47	-230.47	176.82
	Expense					
	Debt Service	18,939.00	0.00	32,040.63	-13,101.63	169.18
	Expense	18,939.00	0.00	32,040.63	-13,101.63	169.18
305	GO TIF Revenue Bonds 2018A	-18,639.00	60.31	-31,510.16	12,871.16	169.05

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	0.00	61.19	134.06	-134.06	0.00
	Other Financing Sources	0.00	13,179.61	26,169.19	-26,169.19	0.00
	Revenue	0.00	13,240.80	26,303.25	-26,303.25	0.00
306	2019A Improvement Bonds					
	Revenue	0.00	13,240.80	26,303.25	-26,303.25	0.00

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 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	365.73	2,117.17	-1,117.17	211.72
	Other Financing Sources	<u>27,000.00</u>	<u>32,000.00</u>	<u>32,000.00</u>	<u>-5,000.00</u>	<u>118.52</u>
	Revenue	28,000.00	32,365.73	34,117.17	-6,117.17	121.85
	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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Expense	70,000.00	0.00	0.00	70,000.00	0.00
401	General Capital Projects	-42,000.00	32,365.73	34,117.17	-76,117.17	-81.23

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 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	73,391.47	734,852.55	-728,852.55	12,247.54
	Other Financing Sources	0.00	0.00	1,010,342.42	-1,010,342.42	0.00
	Revenue	6,000.00	73,391.47	1,745,194.97	-1,739,194.97	29,086.58
	Expense					
	Capital Outlay	0.00	147,122.71	2,083,486.82	-2,083,486.82	0.00
	Debt Service	0.00	0.00	35,750.00	-35,750.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	0.00	147,122.71	2,119,236.82	-2,119,236.82	0.00
403	Street Capital Projects	6,000.00	-73,731.24	-374,041.85	380,041.85	-6,234.03

General Ledger Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	Park Capital Projects					
	Revenue					
	Miscellaneous Revenue	3,500.00	641.51	4,504.17	-1,004.17	128.69
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	3,500.00	641.51	4,504.17	-1,004.17	128.69
	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	641.51	3,271.92	-64,771.92	-5.32

General Ledger

Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 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	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
	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
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	Development					
	Revenue					
	Miscellaneous Revenue	2,000.00	904.99	94,493.06	-92,493.06	4,724.65
	Other Financing Sources	<u>38,000.00</u>	<u>38,000.00</u>	<u>38,000.00</u>	<u>0.00</u>	<u>100.00</u>
	Revenue	40,000.00	38,904.99	132,493.06	-92,493.06	331.23
	Expense					
	Other Services and Charges	20,000.00	0.00	2,259.55	17,740.45	11.30
	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	2,259.55	17,740.45	11.30
414	Development	20,000.00	38,904.99	130,233.51	-110,233.51	651.17

General Ledger

Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 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 10 - 10
 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	220.03	1,556.71	-806.71	207.56
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	750.00	220.03	1,556.71	-806.71	207.56
	Expense					
	Other Services and Charges	0.00	0.00	1,596.00	-1,596.00	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	1,596.00	-1,596.00	0.00
416	TIF District No. 1-2	750.00	220.03	-39.29	789.29	-5.24

General Ledger Revenue vs Expense



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	Sanitary Sewer Revenue	0.00	0.00	0.00	0.00	0.00
	Intergovernmental Revenues	285,916.00	12,240.63	241,685.43	44,230.57	84.53
	Charges for Services	10,000.00	2,270.86	16,114.59	-6,114.59	161.15
	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	295,916.00	14,511.49	257,800.02	38,115.98	87.12
	Expense	75,398.00	6,119.17	63,502.02	11,895.98	84.22
	Personal Services	800.00	55.24	544.37	255.63	68.05
	Supplies	197,718.00	17,295.63	167,389.90	30,328.10	84.66
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	22,000.00	22,000.00	22,000.00	0.00	100.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	Expense	295,916.00	45,470.04	253,436.29	42,479.71	85.64
602	Sanitary Sewer	0.00	-30,958.55	4,363.73	-4,363.73	0.00

General Ledger

Revenue vs Expense

User: heather.butkowski
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 Period 10 - 10
 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	5,373.73	86,229.89	20,964.11	80.44
	Miscellaneous Revenue	4,500.00	935.99	6,525.83	-2,025.83	145.02
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	Revenue	111,694.00	6,309.72	92,755.72	18,938.28	83.04
	Expense					
	Personal Services	63,844.00	5,173.36	53,584.62	10,259.38	83.93
	Supplies	700.00	55.24	544.37	155.63	77.77
	Other Services and Charges	27,150.00	741.90	12,405.06	14,744.94	45.69
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
	Other Uses	10,000.00	10,000.00	10,000.00	0.00	100.00
	Expense	106,694.00	15,970.50	76,534.05	30,159.95	71.73
603	Storm Water	5,000.00	-9,660.78	16,221.67	-11,221.67	324.43

General Ledger

Revenue vs Expense



User: heather.butkowski
 Printed: 11/21/2019 11:04:04 AM
 Period 10 - 10
 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



User: heather.butkowski
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 Period 10 - 10
 Fiscal Year 2019

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		1,997,234.00	190,045.29	3,148,966.78	-1,151,732.78	1.5767
Expense Total		2,095,199.00	365,745.22	3,732,286.31	-1,637,087.31	1.7814
Grand Total		-97,965.00	-175,699.93	-583,319.53	485,354.53	5.9544

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date November 26, 2019

ITEM NUMBER AEM Audit Prep Services

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

AEM Financial Solutions has been assisting staff with audit preparation services for the past few year. Staff request this support again for the 2019 audit. The following proposal details the scope of the work with a not to exceed price of \$4,700 (page 11).

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council enters into an agreement with AEM Financial Solutions, LLC for audit preparation services per the terms of the agreement.

Audit Preparation Proposal

City of Lauderdale

November 7, 2019



AEM Financial Solutions™

5201 Eden Avenue Suite 250 Edina, MN 55436
P: (952) 835.9090 • F: (952) 835.3261

100 Warren Street Suite 600 Mankato, MN 56001
P: (507) 625.2727 • F: (507) 389.9139
www.aemcpas.com



AEM Financial Solutions™

November 7, 2019

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

Dear Ms. Butkowski,

Thank you for the opportunity to submit this proposal to the City of Lauderdale, Minnesota (the City) for audit preparation services. Based on our past experience with cities of comparable size and complexity, we believe our structured contract with defined outcomes offered through AEM Financial Solutions, LLC (AEMFS) would provide the City with excellent audit preparation services.

In order to document the understanding between us as to the scope of the work that AEM Financial Solutions, LLC (AEMFS), will perform, we are entering into this agreement with the City of Lauderdale (the City). To avoid any misunderstandings, this agreement defines the services we will perform for you as well as your responsibilities under the agreement.

The term of this contract shall be from January 2, 2020 through February 28, 2020.

An AEMFS representative will be in the City offices as necessary to perform responsibilities as noted on the Scope of Services page. Services will also be performed remotely as necessary.

Investment by the City for services is indicated in the financial page.

AEMFS would like to thank the City for the opportunity. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

AEM Financial Solutions, LLC
an Abdo, Eick & Meyers, LLP Company

Jean D. McGann, CPA
President, AEM Financial Solutions, LLC
Partner, Abdo, Eick & Meyers, LLP

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Value and Scope of Services	11
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Government Experience

You can have confidence in our 10 years of consulting services, over 55 years of quality accounting services and partnership in the government space. Since 1963, we've served cities just like yours. With an unwavering commitment to streamlining processes, training staff, and finding technology-based solutions, we proudly offer excellence in city consulting and auditing.

Out of our 160-strong, talented staff, over 40 team members are 100% focused on government clients, including services for over 100 cities and various municipalities. By serving cities across Minnesota, we have become experts in the nuances of how to best support your city.

Our expertise affords you a consulting experience that is painless. We do this by communicating up front, coming better prepared, and being available throughout the year to support you.

Our Process

Our methods are centered around incorporating technology to deliver unparalleled solutions for government organizations. In addition to our consulting experience, our firm expertly performs outsourcing for governments giving us a wealth of experience in a consulting role. We don't believe in a one-size-fits-all mentality so together, we'll focus on the needs that are relevant to your city and provide the right services to meet them with a customized methodology based on your needs. We're focused on developing creative, customized solutions to help your city mitigate costs and boost efficiency.

Our Focus

Through continuous training and growth opportunities, we've established an environment with a focus on serving city governments. We spend more than 100 hours training and onboarding to ensure success for our clients.

We truly hope that you allow us to be your partner. Together, we'll go beyond the numbers to best support your city.

Our Financial Management and Consulting Services Include:

- Arbitrage compliance
- Budget process development
- Capital improvement planning
- Cash flow analysis
- Cost containment processes
- Debt management plans
- ERP system consulting
- Financial management plans
- Financial reporting and analysis
- Fleet: Operations and replacement rate analysis
- Interim accounting and financial services
- Internal control evaluation
- Long-term strategic planning
- Payroll processing
- Policy development
- Process flows and efficiencies
- Project management
- Quarterly and monthly reporting to management
- Reconciliations
- Software implementation
- Utility/fee analysis
- Year-end audit preparation and financial statement preparation

Our Qualifications

- ✓ GFOA and MnGFOA Association members
- ✓ Government operations training
- ✓ MSRB Municipal Advisor Qualified Representatives (Series 50)
- ✓ Consulting services for over 100 cities
- ✓ We've assisted many municipalities in preparing for the GFOA's Certificate of Achievement for Excellence awards in financial reporting



Technology

AEM Technology

We believe technology should enhance our service offerings, making our work less intrusive, our time with you more productive and keep everyone's data more secure. Our use of technology in financial statement preparation enables us to streamline our work. It also helps us to automate certain functions of our audit preparation, so we are free to spend more time analyzing our results and working directly with you.

AEM takes the security of our data and our clients data very seriously. A number of systems are in place to ensure the safety of your organization's data with us. We operate in a completely remote hosted environment. This not only allows us to work from any computer, anywhere, any time, but also provides large scale, cutting edge technology and security for your data. Your data is housed in a secure data warehouse, not on laptops or local servers.

It also means:

- ✓ All firm staff use dual authentication for every login to our remote environment
- ✓ Our data is saved on redundant servers so if one server fails, another server immediately takes over
- ✓ Our data is backed up continually
- ✓ All email and embedded links are scanned for viruses prior to landing in our inbox

Our remote host vendor works exclusively with public accounting firms. Their client base includes approximately 300 firms. They maintain a Service Organization Control 2 (SOC 2) report covering their organizational controls over security, processing integrity, etc. This report is available if you'd like to review it.





Your Team

In assembling our team to serve the City of Lauderdale, we have assigned experienced individuals who know and understand your unique financial accounting needs. Our proposed delivery team has substantial experience working with cities similar to Lauderdale. Our team members and their respective experience are briefly profiled below. Full biographies for the team are located on the following pages.

Team Member



Jean McGann

Partner, President, CPA
21 Years of Experience



Victoria Holthaus

Client Services Senior Manager, CPA
15 Years of Experience



Aaron Gilbert

Client Services Senior Accountant
6 Years of Experience



Yassine El Medkouri

Client Services Senior Accountant
3 Years of Experience





Team Bios

Team Member

Background & Expertise



Jean McGann, CPA

Partner | Abdo, Eick & Meyers LLP

President | AEM Financial Solutions, LLC

Registered Municipal Advisor

jean.mcgann@aemfs.com

Direct Line (952) 715.3059

Jean joined the Firm in 2013. She is licensed to practice as a CPA in Minnesota. Jean leads the Financial Solutions group providing financial management services, day-to-day accounting and customized solutions for local governments, businesses, nonprofit agencies and professional service firms.

Affiliations

- Mentor for the Business Program at the Minnesota Center for Advanced Professional Studies (MNCAPS)
- Finance and audit committee member for Project for Pride in Living

Education

- Bachelor of Arts, Buena Vista University, Storm Lake, Iowa
- Continuing professional education as required by AICPA and Government Accountability Office

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants (MNCPA)
- Minnesota Government Finance Officers Association
- Government Finance Officers Association of the United States and Canada

Qualifications

- 21 years of experience in finance and auditing
- Over 8 years of experience in operations management
- Highly skilled in strategic planning and financial forecasting
- Experience in identifying and implementing cost containment processes, efficiencies and streamlining processes
- Policy development, internal control evaluation and project management experience
- MSRB Municipal Advisor Qualified Representative (Series 50)



AEM Financial Solutions™



Team Bios

Team Member

Background & Expertise



Victoria Holthaus, CPA

Client Services Senior Manager

Registered Municipal Advisor

victoria.holthaus@aemfs.com

Direct Line (952) 715.3069

Victoria joined the firm in 2013. Her past experience includes service to Minnesota municipalities and joint ventures where she held finance and administrative roles. Victoria is licensed to practice as a CPA in Minnesota. Ms. Holthaus works for the Financial Solutions group providing financial management services and customized solutions for local governments and nonprofit agencies.

Education

- Master of Arts in Public Administration, Hamline University
- Bachelor of Science in Accounting, National American University
- Minnesota Certified Municipal Clerk
- Continuing professional education

Professional Memberships

- Government Finance Officers Association of the United States and Canada
- Minnesota Government Finance Officers Association
- Minnesota Society of Certified Public Accountants
- American Institute of Certified Public Accountants (AICPA)

Affiliations

- Hamline School of Business, Accounting Board Member

Qualifications

- 15 years of experience working with local governments in finance and administration
- MSRB Municipal Advisor Qualified Representation (Series 50)
- Experience with budgeting, capital planning and debt management
- Process evaluation and process improvement engagement lead



AEM Financial Solutions™



Team Bios

Team Member

Background & Expertise



Aaron Gilbert

Client Services Senior Accountant

aaron.gilbert@aemfs.com

Direct Line (952) 449.6218

Aaron joined the firm in 2019 and a Client Services Senior Accountant. Prior to joining AEMFS, Aaron worked for Hennepin County. She has 6 years of experience in county and local government finance specializing in audit preparation, budgeting, financial reporting and other various aspects of municipal finance.

Education

- Bachelor of Administration in Accounting, University of St. Thomas
- Master of Art in Leadership, Augsburg University
 - ✓ Concentrated in organizational leadership and change management
- Continuing professional education

Professional Memberships

- Minnesota Government Financial Officers Association
- Association of Certified Fraud Examiners

Qualifications

- 6 years of experience working in county and local government finance, internal audit, tax and administration
- Experience with audit coordination and preparation, budgeting, financial reporting, cost allocation and project management



AEM Financial Solutions™



Team Bios

Team Member

Background & Expertise



Yassine El Medkouri

Client Services Senior Accountant

yassine.elmedkouri@aemfs.com

Direct Line (952) 715.3066

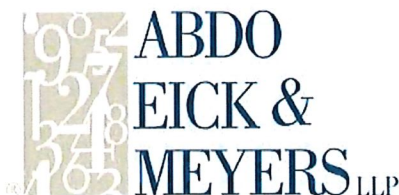
Yassine joined the firm in 2017 as an Accounting Specialist after completing his B.A. in Business Management from HECGI, with an additional educational focus on accounting from the University Quebec. Yassine has experience working as a financial analyst and accountant with a strong business background. He has professional experience developing Microsoft Office and SharePoint solutions. His background also includes experience using QuickBooks to significantly improve bookkeeping, operations and collections. In 2019, Yassine was promoted to a Client Services Senior Accountant.

Education

- Bachelor of Science in Business Management from HECGI
 - ✓ Additional educational focus on Accounting from the University of Quebec
- Continuing professional education

Qualifications

- 3 years of experience working with non-profits and private businesses in finance/accounting as a bookkeeper, billing specialist and accounting specialist
- 3 years of experience in public accounting working with cities, non-profits and private businesses as a Client Services Senior Accountant
- QuickBooks Online Certified Pro Advisor



AEM Financial Solutions™



Value

We at AEM help cities achieve their financial goals.

Fees are based on the assumption and limitations outlined in the scope of work that follows below. Investment by the City for audit preparation will be invoiced at the hourly rates as outlined below. The not to exceed amount is \$4,700.

<u>Contractors Employee</u>	<u>Hourly Rate</u>
Partner/President	\$ 375
Client Services Manager	\$ 220
Senior Accountant	\$ 185

Mileage will be billed at the standard IRS rate and travel at ½ hourly rate. Expense will be invoiced as incurred. Initial invoice will be at end of first fifteen (15) day period after the execution of this agreement. Installment fees will be invoiced on a monthly basis throughout the remainder of this Agreement.

If the City would like for AEMFS to prepare additional sections, outside of the scope of services below, the City will request in writing for additional services. AEMFS will perform the additional services at the same hourly rates as indicated above.

Initial invoice will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this contract.

We do not believe in charging for phone calls or emails during the year. When our communications identify additional service needs we will provide you with an expected fee range.





Scope of Services

SCOPE OF SERVICES

Audit Preparation:

*Cash and investment footnote disclosure summary – prepared from the Bank and the investment reconciliations prepared by the City

Interest allocation

Taxes revenue and receivable reconciliation

Special assessment revenue and receivable reconciliation

Governmental and enterprise accounts receivable reconciliation

State grant receipt coding reconciliation

Transfers to and from other funds

Prepaid items schedule

Accounts payable

Accrued payroll and payroll liability accounts reconciliation

Compensated absences reconciliation

Schedule of salaries payable

GASB 68 pension reconciliation and related deferred inflows / outflows

Deferred inflows / outflows / unearned revenue reconciliation

Bonds payable reconciliation

Fund balance / net assets schedule (includes reconciliation of restricted, committed and assigned fund balances / net position)

Summarize journal entries needed to match above workpapers and provide to City staff for entry into the City's accounting system

City Responsibilities:

Devote uninterrupted time to working with us as needed

Make candid representations about your plans and expectations

Approve, enter and commit all journal entries to financial system

Provide invoices for identified assets that needs to be capitalized

Provide backup documentation for taxes and special assessments

Make all management decisions and perform all management functions

Provide an individual responsible to accept our work

Provide remote access to accounting system, if possible



Why AEM?

Abdo, Eick & Meyers, LLP, established in 1963, has a professional staff of more than 150 in its Edina and Mankato offices. The two offices serve clients of all sizes and industries. Our services include audits, reviews and compilations, monthly accounting, tax planning and preparation, management advisory services and HR Outsourcing, to name a few. In addition, Abdo, Eick & Meyers, LLP is recognized as one of the Top 150 firms in the United States and the 13th largest firm in Minnesota.

We're here because our clients need solutions to their challenges--not a commodity product. Through our dedication to teamwork, development and relationships, we will help our clients thrive. The investments into our People + Process make a difference for you, our valued client. We focus on the challenges and needs that are relevant to your business or government agency. This allows us to be thoughtful in our approach in providing you with the best solutions, and leave you assured in the value of our deliverable.

The Firm is a member of the American Institute of Certified Public Accountants Division of Firms and has received an unmodified opinion on its Peer Review. Our Peer Review, which included nonprofit, was completed in 2017 and resulted in a pass rating.

The Firm has not had any federal or state desk reviews or field reviews of its audits in the last three years. We have had no disciplinary action taken or pending against the Firm during the past three years with state regulatory bodies or professional organizations.

We maintain library facilities which include current professional literature and specific information for the industries we serve. The Firm library is also reviewed as part of the external quality review program. The Firm has in-house training programs specific to our nonprofit clients. We also perform auditing and accounting updates for our clients that are organized by our staff. These practices ensure the quality of our staff over the term of engagement.



We Listen

You will know you're in the right hands well before delivery, but be assured that we will get you a great value for the investment of your time.



We Engage

Active engagement with DFK International and domestic industry associations allows us to provide maximum value to your organization.



We Deliver

Combining our internal expertise and technological resources with what we've learned about you allows us to deliver a solution that exceeds your expectations.



Appendix A



Agreement for the Provision of Professional Services

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

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

Name _____

Title _____

Name _____

Title _____

Date _____

AEM Financial Solutions, LLC
5201 Eden Ave. Suite 250
Edina, Minnesota 55436

Name _____

Title President

Date November 7, 2019



ACTION REQUESTED	LAUDERDALE COUNCIL ACTION FORM
Consent _____X_____	MEETING DATE <u>November 26, 2019</u>
Special _____	ITEM NUMBER <u>Rink/Warming House Attendants</u>
Public Hearing _____	STAFF INITIAL <u>Jim</u>
Report _____	APPROVED BY ADMINISTRATOR _____
Discussion/Action _____	
Resolution _____	
Work session _____	

BACKGROUND:

We are currently accepting applications for the Winter Rink/Warming House Attendant positions. We usually hire two or three seasonal employees, depending on their other commitments during the season.

In recent years, the position paid \$10 per hour. Minimum wage for large employers is currently \$9.86 and will be \$10 starting January 1, 2020. Last year the position had two wage levels:

- \$10 per hour for staffing the warming house; and
- \$15 per hour for flooding the rinks.

Staff is proposing to go back to a one tier rate but increase the wage to \$12 per hour. This should help attract people that want to make more than minimum wage, especially for those 18 years of age or older.

We currently have only one application and are waiting to see if another will be returned. Thus, we do not have specific people projected for the vacancies yet. So we are asking the Council to authorize staff to set up interviews and hire seasonal personnel to achieve appropriate staffing levels for the winter skating season.

OPTIONS:

- 1) Authorize staff to hire seasonal personnel.
- 2) Do not authorize staff to hire seasonal personnel.
- 3) Remove from consent agenda for discussion before proceeding.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council authorizes staff to hire seasonal personnel.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 26, 2019

ITEM NUMBER 2020 Budget and Levy

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Included with this memo is a complete draft of the 2019 General Fund and Special Revenue Fund budgets and the draft 2020-2029 Capital Improvement Plan. The budgets reflect the recommended increases for the sanitary sewer, storm sewer, and recycling rates for 2020.

State law requires that the Council hold a public hearing prior to adoption of the budget and levy. Prior to the public hearing, staff will provide an overview of the budget and field any questions the Council might have. The budgets and levy are anticipated to be adopted at the December 10, 2019 council meeting.

STAFF RECOMMENDATION:

PAYABLE 2020 PROPOSED TAX RATES

MUNICIPALITY &	SCH. DIST	& W/S	DIST. CODE	CITY OR TOWN	(1) COUNTY	(2) SCHOOLS	(3) MISC	(4) TOTAL LOCAL TAX RATE	(5) MARKET TAX RATE
ARDEN HILLS	621	(R)	2517	25.176%	52.158%	25.212%	8.224%	110.771%	0.12296%
ARDEN HILLS	621	(R)(K)	2518	25.176%	52.158%	25.212%	8.224%	110.771%	0.12296%
ARDEN HILLS	623	(R)	2537	25.176%	52.158%	30.778%	8.224%	116.337%	0.19827%
BLAINE	621	(R)	2917	35.714%	52.158%	25.212%	9.181%	122.266%	0.12296%
FAIRGROUNDS	623	(C)	3031	0.000%	52.158%	30.778%	9.243%	92.179%	0.19827%
FAIRGROUNDS	625	(C)	3051	0.000%	52.158%	38.257%	9.243%	99.658%	0.17735%
FALCON HEIGHTS	623	(C)	3331	36.457%	52.158%	30.778%	9.243%	128.635%	0.19827%
FALCON HEIGHTS	623	(R)	3337	36.457%	52.158%	30.778%	8.224%	127.617%	0.19827%
GEM LAKE	624		3740	45.047%	52.158%	26.791%	6.306%	130.302%	0.22371%
GEM LAKE	624	(M)(NB)	3746	45.047%	52.158%	26.791%	9.661%	133.656%	0.22371%
LAUDERDALE	623	(C)	4731	29.298%	52.158%	30.778%	9.243%	121.477%	0.19827%
LAUDERDALE	623	(I)	4732	29.298%	52.158%	30.778%	7.811%	120.046%	0.19827%
LAUDERDALE	623	(R)	4737	29.298%	52.158%	30.778%	8.224%	120.459%	0.19827%
LITTLE CANADA	623	(M)(NB)	5336	25.903%	52.158%	30.778%	9.661%	118.500%	0.19827%
LITTLE CANADA	624	(M)(NB)	5346	25.903%	52.158%	26.791%	9.661%	114.513%	0.22371%
MAPLEWOOD	622	(M)(BC)	5725	44.574%	52.158%	32.447%	9.661%	138.840%	0.19128%
MAPLEWOOD	622	(M)(NB)	5726	44.574%	52.158%	32.447%	9.661%	138.840%	0.19128%
MAPLEWOOD	622	(V)	5729	44.574%	52.158%	32.447%	9.330%	138.509%	0.19128%
MAPLEWOOD	623		5730	44.574%	52.158%	30.778%	6.306%	133.817%	0.20460%
MAPLEWOOD	623	(C)	5731	44.574%	52.158%	30.778%	9.243%	136.753%	0.20460%
MAPLEWOOD	623	(M)(NB)	5736	44.574%	52.158%	30.778%	9.661%	137.171%	0.20460%
MAPLEWOOD	624	(M)(NB)	5746	44.574%	52.158%	26.791%	9.661%	133.184%	0.23003%
MOUNDS VIEW	621	(R)	5917	36.538%	52.158%	25.212%	8.224%	122.133%	0.14912%
NEW BRIGHTON	621	(R)(B)	6308	42.473%	52.158%	25.212%	8.224%	128.068%	0.12296%
NEW BRIGHTON	621	(R)	6317	37.086%	52.158%	25.212%	8.224%	122.681%	0.12296%
NEW BRIGHTON	621	(R)(D)	6318	40.411%	52.158%	25.212%	8.224%	126.005%	0.12296%
NEW BRIGHTON	282	(R)	6387	37.086%	52.158%	33.753%	8.224%	131.222%	0.23520%
NORTH OAKS	621		6710	11.696%	52.158%	25.212%	6.306%	95.373%	0.12296%
NORTH OAKS	624		6740	11.696%	52.158%	26.791%	6.306%	96.951%	0.22371%
NORTH ST. PAUL	622	(M)(NB)	6926	40.540%	52.158%	32.447%	12.379%	137.524%	0.22793%
NORTH ST. PAUL	622	(V)	6929	40.540%	52.158%	32.447%	12.048%	137.194%	0.22793%
ROSEVILLE	621	(R)	7917	39.105%	52.158%	25.212%	8.224%	124.700%	0.12296%
ROSEVILLE	623	(M)(NB)	7936	39.105%	52.158%	30.778%	9.661%	131.702%	0.19827%
ROSEVILLE	623	(C)	7931	39.105%	52.158%	30.778%	9.243%	131.284%	0.19827%
ROSEVILLE	623	(R)	7937	39.105%	52.158%	30.778%	8.224%	130.266%	0.19827%
ST. ANTHONY	282	(R)	8187	65.805%	52.158%	33.753%	9.875%	161.591%	0.23520%
ST. PAUL (6)	625	(C)	151	59.709%	47.849%	38.134%	11.718%	157.410%	0.17735%
ST. PAUL (6)	625	(I)	152	59.709%	47.849%	38.134%	10.287%	155.979%	0.17735%
ST. PAUL (6)	625	(L)	154	59.709%	47.849%	38.134%	8.782%	154.474%	0.17735%
ST. PAUL (6)	625	(M)(BC)	155	59.709%	47.819%	38.097%	12.136%	157.762%	0.17735%
ST. PAUL (6)	625	(M)(NB)	156	59.709%	47.836%	38.121%	12.136%	157.803%	0.17735%
ST. PAUL (Airport)	999	(L)	194	0.000%	47.946%	0.000%	8.782%	56.727%	--
SHOREVIEW	621	(M)(NB)	8316	32.618%	52.158%	25.212%	10.329%	120.318%	0.12296%
SHOREVIEW	621	(R)	8317	32.618%	52.158%	25.212%	8.893%	118.881%	0.12296%
SHOREVIEW	623	(M)(NB)	8336	32.618%	52.158%	30.778%	10.329%	125.884%	0.19827%
SHOREVIEW	623	(R)	8337	32.618%	52.158%	30.778%	8.893%	124.447%	0.19827%
SPRING LAKE PARK	621	(R)	8517	48.311%	52.158%	25.212%	8.224%	133.906%	0.12296%
VADNAIS HEIGHTS	621		8910	24.501%	52.158%	25.212%	6.306%	108.177%	0.12296%
VADNAIS HEIGHTS	624		8940	24.501%	52.158%	26.791%	6.306%	109.756%	0.22371%
VADNAIS HEIGHTS	624	(M)(NB)	8946	24.501%	52.158%	26.791%	9.661%	113.110%	0.22371%
WHITE BEAR LAKE	622	(V)	9329	20.528%	52.158%	32.447%	9.330%	114.463%	0.18496%
WHITE BEAR LAKE	624		9340	20.528%	52.158%	26.791%	6.306%	105.783%	0.22371%
WHITE BEAR LAKE	624	(M)(NB)	9346	20.528%	52.158%	26.791%	9.661%	109.138%	0.22371%
WHITE BEAR LAKE	624	(R)	9347	20.528%	52.158%	26.791%	8.224%	107.702%	0.22371%
WHITE BEAR LAKE	624	(V)	9349	20.528%	52.158%	26.791%	9.330%	108.808%	0.22371%
TOWN OF WHITE BEAR	621	(R)	9717	24.914%	52.158%	25.212%	8.224%	110.508%	0.12296%
TOWN OF WHITE BEAR	624		9740	24.914%	52.158%	26.791%	6.306%	110.169%	0.22371%
TOWN OF WHITE BEAR	624	(M)(NB)	9746	24.914%	52.158%	26.791%	9.661%	113.523%	0.22371%
TOWN OF WHITE BEAR	624	(R)	9747	24.914%	52.158%	26.791%	8.224%	112.087%	0.22371%



CITY OF LAUDERDALE

BUDGET

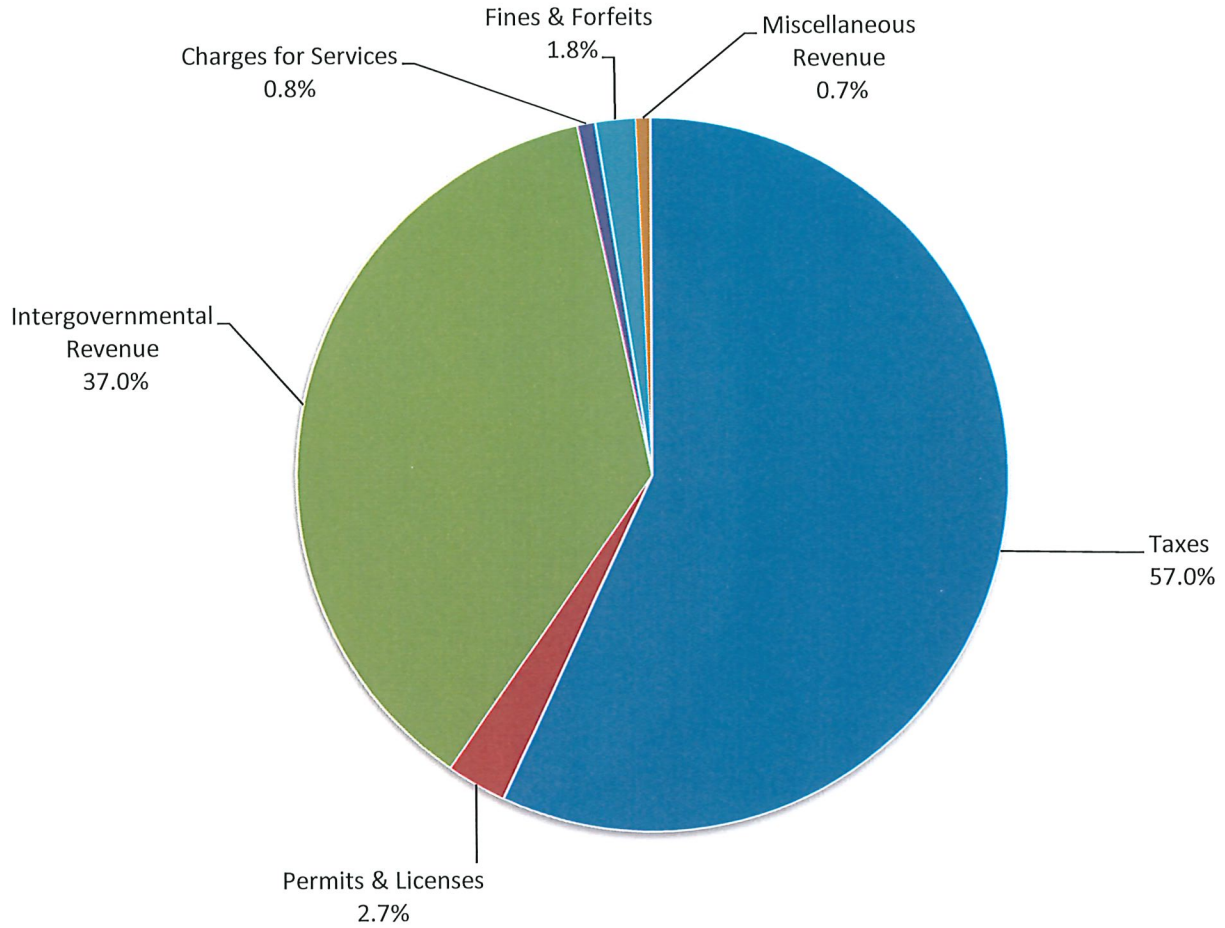
2020

Adopted December 10, 2019

GENERAL FUND

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

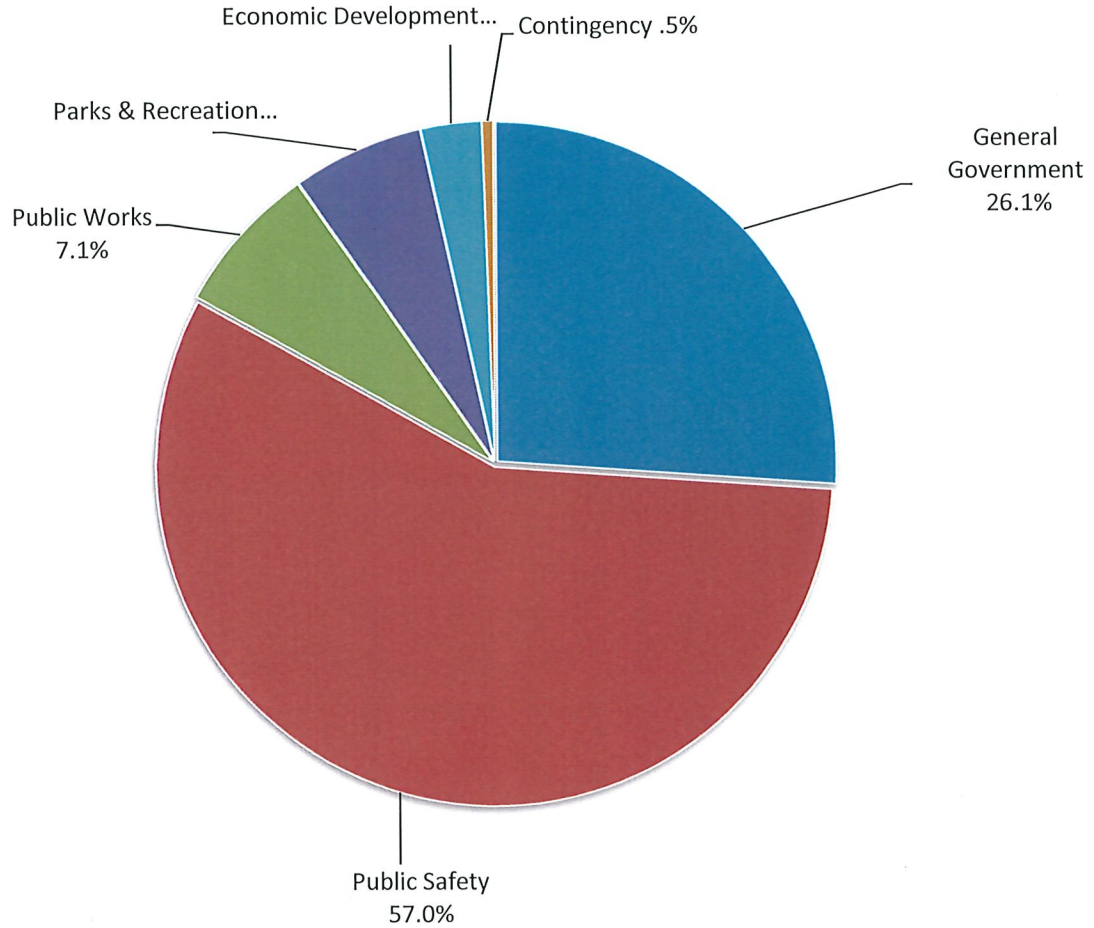
CITY OF LAUDERDALE 2020 BUDGET REVENUES



Revenues

Taxes	\$ 845,614
Permits & Licenses	\$ 40,650
Intergovernmental Revenue	\$ 549,070
Charges for Services	\$ 12,350
Fines & Forfeits	\$ 27,000
Miscellaneous Revenue	\$ 10,000

CITY OF LAUDERDALE 2020 BUDGET EXPENDITURES



Expenditures

Legislative	\$ 26,423
City Administration	\$ 235,810
Elections	\$ 24,930
Public Safety	\$ 796,463
Legal	\$ 28,500
General Government Buildings	\$ 34,400
Public Works	\$ 100,148
Planning, Zoning, Inspections	\$ 37,427
Street Lighting	\$ 6,000
Building Inspections	\$ 50,082
Parks & Recreation	\$ 93,501
Contingency	\$ 8,000
Transfer	\$ 38,000
Economic Development	\$ 5,000

CITY OF LAUDERDALE
GENERAL FUND REVENUES
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-00000-410-31010	CURRENT AD VALOREM TAXES	\$ 629,369	\$ 670,231	\$ 707,094
101-00000-410-31020	DELINQUENT AD VALOREM TAXES	\$ 2,317	\$ -	\$ -
101-00000-410-31400	FISCAL DISPARITIES	\$ 131,165	\$ 139,873	\$ 138,520
101-00000-410-31055	EXCESS TAX INCREMENT	\$ -	\$ -	\$ -
101-00000-410-31900	PENALTIES AND INTEREST TAXES	\$ 6	\$ -	\$ -
	TAXES	\$ 762,857	\$ 810,104	\$ 845,614
101-00000-410-32110	LIQUOR LICENSES	\$ 300	\$ 150	\$ 150
101-00000-410-32180	TOBACCO LICENSES	\$ 600	\$ 400	\$ 400
101-00000-410-32190	OTHER BUSINESS LICENSES	\$ 1,975	\$ 2,000	\$ 2,000
101-00000-410-32192	HVAC CONTRACTOR LICENSES	\$ 1,750	\$ 1,200	\$ 1,500
101-00000-410-32240	ANIMAL LICENSES	\$ 170	\$ 100	\$ 100
101-00000-420-32210	BUILDING PERMITS	\$ 27,382	\$ 20,000	\$ 25,000
101-00000-420-32230	PLUMBING & HEATING PERMITS	\$ 8,701	\$ 8,000	\$ 8,000
101-00000-420-32270	RENTAL HOUSING LICENSES	\$ 3,581	\$ 4,000	\$ 3,500
101-00000-430-32261	EXCAVATING PERMITS	\$ -	\$ -	\$ -
	PERMITS & LICENSES	\$ 44,459	\$ 35,850	\$ 40,650
101-00000-410-33401	LOCAL GOVERNMENT AID	\$ 539,562	\$ 539,622	\$ 547,872
101-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ 1,198	\$ 1,198	\$ 1,198
101-00000-410-33423	OTHER GRANTS & AIDS	\$ -	\$ -	\$ -
	INTERGOVERNMENTAL REVENUE	\$ 540,760	\$ 540,820	\$ 549,070
101-00000-410-34101	CITY HALL RENT	\$ 5,230	\$ 4,500	\$ 4,750
101-00000-410-34103	ZONING & SUBDIVISION FEES	\$ 1,050	\$ 1,000	\$ 1,000
101-00000-420-34104	PLAN REVIEW FEES	\$ 5,770	\$ 5,000	\$ 5,000
101-00000-410-34105	SALE OF MAPS & PUBLICATIONS	\$ 17	\$ -	\$ -
101-00000-410-34108	ADMINISTRATIVE FEES	\$ 3,200	\$ -	\$ -
101-00000-420-34202	SPECIAL FIRE PROTECTION SERVICES	\$ 1,833	\$ 600	\$ 1,000
101-00000-420-34206	MOWING & GARBAGE CLEANUP	\$ -	\$ -	\$ -
101-00000-430-34303	SNOW REMOVAL CHARGES	\$ -	\$ -	\$ -
101-00000-450-34780	PARK SHELTER FEES	\$ 145	\$ 300	\$ 200
101-00000-450-34920	MERCHANDISE SALES	\$ 1,386	\$ 400	\$ 400
	CHARGES FOR SERVICES	\$ 18,630	\$ 11,800	\$ 12,350

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-00000-420-35101	COURT FINES & ADMINISTRATIVE PENALTIES	\$ 25,488	\$ 30,000	\$ 27,000
101-00000-420-35200	FORFEITED & SEIZED ASSETS	\$ -	\$ -	\$ -
	FINES & FORFEITS	\$ 25,488	\$ 30,000	\$ 27,000
101-00000-410-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 3,603	\$ -	\$ -
101-00000-410-36102	PENALTIES & INTEREST	\$ 311	\$ -	\$ -
101-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ 2,675	\$ -	\$ -
101-00000-410-36210	INTEREST ON INVESTMENTS	\$ 267	\$ 6,000	\$ 6,000
101-00000-410-36215	OTHER FEES (CREDIT CARD)	\$ -	\$ 500	\$ 500
101-00000-410-36230	CONTRIBUTIONS & DONATIONS (NON COMM EV)	\$ 1,440	\$ -	\$ -
101-00000-450-36230	CONTRIBUTIONS & DONATIONS (COMM EVENT)	\$ 942	\$ 2,500	\$ 2,500
101-00000-420-36260	SURCHARGES COLLECTED	\$ 1,554	\$ 1,000	\$ 1,000
	MISCELLANEOUS REVENUE	\$ 10,792	\$ 10,000	\$ 10,000
101-00000-410-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
101-00000-410-39200	TRANSFER IN	\$ 4,005	\$ -	\$ -
	OTHER SOURCES	\$ 4,005	\$ -	\$ -
	TOTAL GENERAL FUND REVENUE	\$ 1,406,990	\$ 1,438,574	\$ 1,484,684
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ (750)	\$ (0)
	FUND BALANCE - January 1	\$ 758,551	\$ 780,967	\$ 780,217
	FUND BALANCE - December 31	<u>\$ 780,967</u>	<u>\$ 780,217</u>	<u>\$ 780,217</u>

CITY OF LAUDERDALE
GENERAL FUND EXPENSE SUMMARY
2020

Department Number	Title	2018 Actual	2019 Adopted	2020 Proposed
41110	LEGISLATIVE	\$ 24,927	\$ 27,802	\$ 26,423
41320	CITY ADMINISTRATION	\$ 220,697	\$ 235,602	\$ 235,810
41410	ELECTIONS	\$ 21,741	\$ 17,957	\$ 24,930
41610	LEGAL	\$ 35,786	\$ 26,500	\$ 28,500
41910	PLANNING	\$ 61,627	\$ 38,038	\$ 37,427
41940	GENERAL GOVERNMENT BUILDINGS	\$ 34,830	\$ 29,500	\$ 34,400
	GENERAL GOVERNMENT	\$ 399,607	\$ 375,399	\$ 387,490
42100	PUBLIC SAFETY	\$ 744,247	\$ 764,311	\$ 796,463
42400	BUILDING INSPECTIONS	\$ 31,037	\$ 48,162	\$ 50,082
	PUBLIC SAFETY	\$ 775,284	\$ 812,473	\$ 846,545
43121	PUBLIC WORKS	\$ 119,479	\$ 93,630	\$ 100,148
43160	STREET LIGHTING	\$ 5,756	\$ 7,000	\$ 6,000
	PUBLIC WORKS	\$ 125,235	\$ 100,630	\$ 106,148
45200	PARKS & RECREATION	\$ 88,107	\$ 92,822	\$ 93,501
46500	ECONOMIC DEVELOPMENT	\$ 7,710	\$ 10,000	\$ 5,000
49200	MISCELLANEOUS UNALLOCATED EXPENSES	\$ -	\$ 10,000	\$ 8,000
49300	OTHER FINANCING USES	\$ 38,000	\$ 38,000	\$ 38,000
	OTHER	\$ 133,817	\$ 150,822	\$ 144,501
TOTAL EXPENDITURES		\$ 1,433,943	\$ 1,439,324	\$ 1,484,684

CITY OF LAUDERDALE
 LEGISLATIVE
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41110-410-41030	PART TIME EMPLOYEES	\$ 16,500	\$ 16,500	\$ 16,500
101-41110-410-41220	FICA	\$ 1,023	\$ 1,023	\$ 1,023
101-41110-410-41225	MEDICARE	\$ 240	\$ 239	\$ 239
101-41110-410-41510	WORKERS COMPENSATION INSURANCE	\$ 39	\$ 40	\$ 41
	PERSONNEL	\$ 17,802	\$ 17,802	\$ 17,803
101-41110-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41110-410-42110	GENERAL SUPPLIES	\$ -	\$ 50	\$ 50
101-41110-410-42115	MEETINGS	\$ -	\$ 200	\$ 200
101-41110-410-42410	MINOR TOOLS & EQUIPMENT	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ 250	\$ 250
101-41110-410-43140	TRAINING & EDUCATION	\$ 1,268	\$ 2,500	\$ 2,000
101-41110-410-43310	TRAVEL EXPENSE	\$ 1,321	\$ 1,200	\$ 1,300
101-41110-410-43510	LEGAL NOTICES & PUBLISHING	\$ 210	\$ 1,300	\$ 500
101-41110-410-43610	INSURANCE & BONDS	\$ 258	\$ 250	\$ 270
101-41110-410-44330	DUES & SUBSCRIPTIONS	\$ 4,068	\$ 4,500	\$ 4,300
	OTHER SERVICES & CHARGES	\$ 7,125	\$ 9,750	\$ 8,370
101-41110-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 24,927	\$ 27,802	\$ 26,423

NOTES:

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

CITY OF LAUDERDALE
 CITY ADMINISTRATION
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41320-410-41010	FULL TIME EMPLOYEES	\$ 127,488	\$ 128,436	\$ 133,017
101-41320-410-41020	OVERTIME	\$ -	\$ -	\$ -
101-41320-410-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -
101-41320-410-41210	PERA	\$ 9,467	\$ 9,633	\$ 9,976
101-41320-410-41220	FICA	\$ 7,987	\$ 7,963	\$ 8,247
101-41320-410-41225	MEDICARE	\$ 1,868	\$ 1,862	\$ 1,929
101-41320-410-41250	DEFERRED COMPENSATION	\$ 1,539	\$ 525	\$ 1,700
101-41320-410-41310	HEALTH INSURANCE	\$ 16,860	\$ 17,706	\$ 17,417
101-41320-410-41320	DENTAL INSURANCE	\$ 307	\$ 400	\$ 350
101-41320-410-41330	LIFE INSURANCE	\$ 841	\$ 850	\$ 860
101-41320-410-41340	DISABILITY INSURANCE	\$ 736	\$ 700	\$ 800
101-41320-410-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-41320-410-41510	WORKERS COMPENSATION INSURANCE	\$ 991	\$ 1,027	\$ 1,064
	PERSONNEL	\$ 168,083	\$ 169,102	\$ 175,360
101-41320-410-42010	OFFICE SUPPLIES	\$ 645	\$ 800	\$ 700
101-41320-410-42020	COMPUTER SUPPLIES	\$ 652	\$ 500	\$ 650
101-41320-410-42030	PRINTED FORMS	\$ 2,195	\$ 4,500	\$ 2,500
101-41320-410-42110	GENERAL SUPPLIES	\$ 659	\$ 200	\$ 700
101-41320-410-42115	MEETINGS	\$ 20	\$ -	\$ -
101-41320-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
101-41320-410-42420	MINOR COMPUTER EQUIPMENT	\$ 565	\$ 1,500	\$ 500
	SUPPLIES	\$ 4,736	\$ 7,500	\$ 5,050
101-41320-410-43030	AUDITING & ACCOUNTING SERVICES	\$ 12,810	\$ 16,000	\$ 14,000
101-41320-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 16,032	\$ 16,000	\$ 20,000
101-41320-410-43140	TRAINING & EDUCATION	\$ 1,446	\$ 3,000	\$ 1,700
101-41320-410-43220	POSTAGE	\$ 1,700	\$ 4,000	\$ 2,000
101-41320-410-43250	OTHER COMMUNICATIONS	\$ -	\$ -	\$ -
101-41320-410-43310	TRAVEL EXPENSE	\$ 1,192	\$ 1,500	\$ 1,500
101-41320-410-43510	LEGAL NOTICES & PUBLISHING	\$ 112	\$ 1,300	\$ 800
101-41320-410-43610	INSURANCE & BONDS	\$ 3,142	\$ 2,900	\$ 3,200
101-41320-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41320-410-44160	RENTS & LEASES	\$ 2,620	\$ 2,700	\$ 2,800
101-41320-410-44325	BANK FEES & CHARGES	\$ 2,084	\$ 1,500	\$ 2,400
101-41320-410-44330	DUES & SUBSCRIPTIONS	\$ 5,401	\$ 9,500	\$ 5,700
101-41320-410-44370	MISCELLANEOUS CHARGES	\$ 1,339	\$ 600	\$ 1,300
	OTHER SERVICES & CHARGES	\$ 47,878	\$ 59,000	\$ 55,400
101-41320-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 220,697	\$ 235,602	\$ 235,810

NOTES

Dues includes MCFOA, MAMA, MN GFOA, IMCA, MCMA, Press, Notary, RC GIS

CITY OF LAUDERDALE
ELECTIONS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41410-410-41010	FULL TIME EMPLOYEES	\$ 10,868	\$ 11,388	\$ 11,891
101-41410-410-41040	TEMPORARY EMPLOYEES	\$ 3,836	\$ -	\$ 5,000
101-41410-410-41210	PERA	\$ 807	\$ 854	\$ 892
101-41410-410-41220	FICA	\$ 681	\$ 706	\$ 737
101-41410-410-41225	MEDICARE	\$ 159	\$ 165	\$ 172
101-41410-410-41250	DEFERRED COMPENSATION	\$ 159	\$ 50	\$ 160
101-41410-410-41310	HEALTH INSURANCE	\$ 1,625	\$ 1,753	\$ 1,700
101-41410-410-41320	DENTAL INSURANCE	\$ 46	\$ 50	\$ 50
101-41410-410-41330	LIFE INSURANCE	\$ 56	\$ 50	\$ 60
101-41410-410-41340	DISABILITY INSURANCE	\$ 66	\$ 50	\$ 73
101-41410-410-41510	WORKERS COMPENSATION INSURANCE	\$ 107	\$ 91	\$ 95
	PERSONNEL	\$ 18,409	\$ 15,157	\$ 20,830
101-41410-410-42010	OFFICE SUPPLIES	\$ 34	\$ -	\$ 100
101-41410-410-42110	GENERAL SUPPLIES	\$ 340	\$ 500	\$ 500
101-41410-410-42410	MINOR EQUIPMENT & TOOLS	\$ 2,508	\$ 2,300	\$ 2,500
	SUPPLIES	\$ 2,883	\$ 2,800	\$ 3,100
101-41410-410-43510	LEGAL NOTICES PUBLISHING	\$ 449	\$ -	\$ 1,000
101-41410-410-44370	MISCELLANEOUS CHARGES (AB VOTING)	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 449	\$ -	\$ 1,000
101-41410-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 21,741	\$ 17,957	\$ 24,930

CITY OF LAUDERDALE
LEGAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41610-410-43040	LEGAL SERVICES - CIVIL PROCESS	\$ 24,686	\$ 15,000	\$ 17,000
101-41610-410-43045	LEGAL SERVICES - PROSECUTION	\$ 11,100	\$ 11,500	\$ 11,500
	OTHER SERVICES & CHARGES	\$ 35,786	\$ 26,500	\$ 28,500
TOTAL EXPENDITURES		<u>\$ 35,786</u>	<u>\$ 26,500</u>	<u>\$ 28,500</u>

CITY OF LAUDERDALE
 PLANNING, ZONING & INSPECTIONS
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41910-410-41010	FULL TIME EMPLOYEES	\$ 24,000	\$ 15,639	\$ 16,108
101-41910-410-41210	PERA	\$ 1,782	\$ 1,173	\$ 1,208
100-41910-410-41220	FICA	\$ 1,503	\$ 970	\$ 999
101-41910-410-41225	MEDICARE	\$ 352	\$ 227	\$ 234
101-41910-410-41250	DEFERRED COMPENSATION	\$ 347	\$ 100	\$ 200
101-41910-410-41310	HEALTH INSURANCE	\$ 3,963	\$ 2,214	\$ 2,234
101-41910-410-41320	DENTAL INSURANCE	\$ 139	\$ 100	\$ 100
101-41910-410-41330	LIFE INSURANCE	\$ 121	\$ 90	\$ 90
101-41910-410-41340	DISABILITY INSURANCE	\$ 142	\$ 100	\$ 100
101-41910-410-41510	WORKERS COMPENSATION INSURANCE	\$ 181	\$ 125	\$ 129
	PERSONNEL	\$ 32,530	\$ 20,738	\$ 21,402
101-41910-410-42010	OFFICE SUPPLIES	\$ -	\$ -	\$ -
101-41910-410-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-41910-410-42110	GENERAL SUPPLIES	\$ 104	\$ -	\$ -
	SUPPLIES	\$ 104	\$ -	\$ -
101-41910-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ 28,098	\$ 16,500	\$ 15,000
101-41910-410-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-41910-410-43220	POSTAGE	\$ 416	\$ 250	\$ 450
101-41910-410-43610	INSURANCE & BONDS	\$ 439	\$ 400	\$ 425
101-41910-410-44330	DUES AND SUBSCRIPTIONS	\$ 40	\$ 150	\$ 150
	OTHER SERVICES & CHARGES	\$ 28,992	\$ 17,300	\$ 16,025
TOTAL EXPENDITURES		\$ 61,627	\$ 38,038	\$ 37,427

CITY OF LAUDERDALE
GENERAL GOVERNMENT BUILDINGS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-41940-410-42110	GENERAL SUPPLIES	\$ 1,336	\$ 1,500	\$ 1,500
101-41940-410-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-41940-410-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 1,336	\$ 1,500	\$ 1,500
101-41940-410-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
101-41940-410-43210	TELEPHONE & TELEGRAPH	\$ 2,002	\$ 2,400	\$ 2,300
101-41940-410-43250	OTHER COMMUNICATIONS (INTERNET)	\$ 5,789	\$ 6,000	\$ 6,000
101-41940-410-43610	INSURANCE & BONDS	\$ 7,188	\$ 4,000	\$ 6,500
101-41940-410-43810	ELECTRIC UTILITIES	\$ 4,001	\$ 5,000	\$ 4,400
101-41940-410-43820	WATER UTILITIES	\$ 1,284	\$ 600	\$ 900
101-41940-410-43830	GAS UTILITIES	\$ 2,933	\$ 3,000	\$ 3,000
101-41940-410-43840	REFUSE DISPOSAL	\$ 6,196	\$ 4,500	\$ 6,300
101-41940-410-43850	SEWER UTILITIES	\$ -	\$ -	\$ -
101-41940-410-44010	BUILDING MAINTENANCE	\$ 4,102	\$ 2,500	\$ 3,500
101-41940-410-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
101-41940-410-44160	RENTS & LEASES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 33,494	\$ 28,000	\$ 32,900
101-41940-410-45700	OFFICE FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 34,830	\$ 29,500	\$ 34,400

CITY OF LAUDERDALE
PUBLIC SAFETY
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-42100-420-43100	DISPATCH	\$ 17,773	\$ 15,670	\$ 15,192
101-42100-420-43110	POLICE CONTRACT	\$ 692,768	\$ 713,141	\$ 747,071
101-42100-420-44370	MISCELLANEOUS CHARGES	\$ 187	\$ 200	\$ 200
101-42220-420-43120	FIRE CONTRACT	\$ 20,444	\$ 21,000	\$ 21,000
101-42220-420-43125	FIRE CALLS & INSPECTIONS	\$ 13,075	\$ 14,000	\$ 13,000
101-42200-420-44370	MISCELLANEOUS CHARGES	\$ -	\$ 300	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 744,247</u>	<u>\$ 764,311</u>	<u>\$ 796,463</u>
101-42220-420-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES		<u><u>\$ 744,247</u></u>	<u><u>\$ 764,311</u></u>	<u><u>\$ 796,463</u></u>

CITY OF LAUDERDALE
 BUILDING INSPECTIONS
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-42400-420-41010	FULL TIME EMPLOYEES	\$ 18,534	\$ 32,517	\$ 33,828
101-42400-420-42010	OVERTIME	\$ 191	\$ -	\$ -
101-42400-420-41210	PERA	\$ 1,387	\$ 1,742	\$ 1,801
101-42400-420-41220	FICA	\$ 1,328	\$ 1,440	\$ 1,489
101-42400-420-41225	MEDICARE	\$ 311	\$ 337	\$ 348
101-42400-420-41250	DEFERRED COMPENSATION	\$ 1,953	\$ 1,900	\$ 2,448
101-42400-420-41310	HEALTH INSURANCE	\$ 465	\$ 2,408	\$ 2,000
101-42400-420-41320	DENTAL INSURANCE	\$ 93	\$ 200	\$ 200
101-42400-420-41330	LIFE INSURANCE	\$ 421	\$ 600	\$ 600
101-42400-420-41340	DISABILITY INSURANCE	\$ 55	\$ 100	\$ 200
101-42400-420-41510	WORKERS COMPENSATION INSURANCE	\$ 823	\$ 1,068	\$ 1,068
	PERSONNEL	\$ 25,561	\$ 42,312	\$ 43,982
101-42400-420-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-42400-420-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
101-42400-420-43090	EXPERT & PROFESSIONAL SERVICES	\$ 2,792	\$ 3,000	\$ 3,000
101-42400-420-43140	TRAINING & EDUCATION	\$ -	\$ 600	\$ 600
101-42400-420-43220	POSTAGE	\$ 300	\$ 250	\$ 300
101-42400-420-43310	TRAVEL EXPENSES	\$ -	\$ -	\$ -
101-42400-420-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
101-42400-420-43610	INSURANCE & BONDS	\$ 264	\$ 400	\$ 350
101-42400-420-44330	DUES & SUBSCRIPTIONS	\$ -	\$ 100	\$ 100
101-42400-420-44370	MISCELLANEOUS CHARGES	\$ 420	\$ 750	\$ 750
101-42400-420-44380	BUILDING PERMIT SURCHARGES	\$ 1,699	\$ 750	\$ 1,000
	OTHER SERVICES & CHARGES	\$ 5,476	\$ 5,850	\$ 6,100
TOTAL EXPENDITURES		\$ 31,037	\$ 48,162	\$ 50,082

CITY OF LAUDERDALE
PUBLIC WORKS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-43121-430-41010	FULL TIME EMPLOYEES	\$ 39,619	\$ 37,209	\$ 35,817
101-43121-430-41020	OVERTIME	\$ 922	\$ -	\$ -
101-43121-430-41040	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ 6,000
101-43121-430-41210	PERA	\$ 2,778	\$ 2,603	\$ 3,136
101-43121-430-41220	FICA	\$ 2,854	\$ 2,307	\$ 2,593
101-43131-430-41225	MEDICARE	\$ 667	\$ 540	\$ 606
101-43121-430-41250	DEFERRED COMPENSATION	\$ 5,219	\$ 5,059	\$ 5,300
101-43121-430-41310	HEALTH INSURANCE	\$ 118	\$ -	\$ 125
101-43121-430-41320	DENTAL INSURANCE	\$ 107	\$ 100	\$ 125
101-43121-430-41330	LIFE INSURANCE	\$ 549	\$ 550	\$ 379
101-43121-430-41340	DISABILITY INSURANCE	\$ 175	\$ 150	\$ 200
101-43121-430-41510	WORKERS COMPENSATION INSURANCE	\$ 1,647	\$ 1,712	\$ 1,867
	PERSONNEL	\$ 54,656	\$ 50,230	\$ 56,148
101-43121-430-42110	GENERAL SUPPLIES	\$ 1,511	\$ 700	\$ 1,500
101-43121-430-42120	MOTOR FUELS	\$ 3,479	\$ 2,500	\$ 3,500
101-43121-430-42130	LUBRICANTS & ADDITIVES	\$ 56	\$ 150	\$ 100
101-43121-430-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-43121-430-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
101-43121-430-42210	VEHICLE/EQUIPMENT PARTS	\$ 132	\$ 500	\$ 500
101-43121-430-42220	TIRES	\$ -	\$ -	\$ -
101-43121-430-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
101-43121-430-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ 1,000	\$ 500
101-43121-430-42420	MINOR COMPUTER EQUIPMENT	\$ -	\$ -	\$ 750
	SUPPLIES	\$ 5,178	\$ 4,850	\$ 6,850
101-43121-430-43030	ENGINEERING	\$ 15,063	\$ 8,000	\$ 7,200
101-43121-430-43090	EXPERT & PROFESSIONAL SERVICES (SNOW)	\$ 28,044	\$ 12,000	\$ 17,000
101-43121-430-43095	TREE TRIMMING AND REMOVAL	\$ 8,250	\$ 14,000	\$ 9,000
101-43121-430-43140	TRAINING & EDUCATION	\$ 420	\$ 500	\$ 500
101-43121-430-43210	TELEPHONE & TELEGRAPH	\$ -	\$ -	\$ -
101-43121-430-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-43121-430-43610	INSURANCE & BONDS	\$ 1,161	\$ 2,000	\$ 1,400
101-43121-430-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-43121-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ 6,675	\$ 2,000	\$ 2,000
101-43121-430-44160	RENTS & LEASES	\$ -	\$ -	\$ -
101-43121-430-44330	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -
101-43121-430-44390	TAXES & LICENSES	\$ 32	\$ 50	\$ 50
	OTHER SERVICES & CHARGES	\$ 59,645	\$ 38,550	\$ 37,150
101-43121-430-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 119,479	\$ 93,630	\$ 100,148

CITY OF LAUDERDALE
 STREET LIGHTING
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-43160-430-43810	ELECTRIC UTILITIES	\$ 5,756	\$ 7,000	\$ 6,000
101-43160-430-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 5,756	\$ 7,000	\$ 6,000
TOTAL EXPENDITURES		<u>\$ 5,756</u>	<u>\$ 7,000</u>	<u>\$ 6,000</u>

CITY OF LAUDERDALE
PARKS & RECREATION
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-45200-450-41010	FULL TIME EMPLOYEES	\$ 51,774	\$ 57,766	\$ 50,419
101-45200-450-41020	OVERTIME	\$ 1,060	\$ -	\$ -
101-45200-450-41040	TEMPORARY EMPLOYEES	\$ 5,152	\$ 6,000	\$ 12,000
101-45200-450-41210	PERA	\$ 3,654	\$ 3,657	\$ 4,231
101-45200-450-41220	FICA	\$ 3,925	\$ 3,582	\$ 3,870
101-45200-450-41225	MEDICARE	\$ 918	\$ 838	\$ 905
101-45200-450-41250	DEFERRED COMPENSATION	\$ 5,233	\$ 4,314	\$ 5,600
101-45200-450-41310	HEALTH INSURANCE	\$ 2,626	\$ 4,000	\$ 3,009
101-45200-450-41320	DENTAL INSURANCE	\$ 176	\$ 175	\$ 200
101-45200-450-41330	LIFE INSURANCE	\$ 350	\$ 375	\$ 400
101-45200-450-41340	DISABILITY INSURANCE	\$ 292	\$ 250	\$ 325
101-45200-450-41420	UNEMPLOYMENT	\$ -	\$ -	\$ -
101-45200-450-41510	WORKERS COMPENSATION INSURANCE	\$ 1,473	\$ 1,565	\$ 1,542
	PERSONNEL	\$ 76,634	\$ 82,522	\$ 82,501
101-45200-450-42030	PRINTED FORMS	\$ -	\$ -	\$ -
101-45200-450-42110	GENERAL SUPPLIES	\$ 688	\$ 500	\$ 600
101-45200-450-42115	MEETINGS	\$ -	\$ -	\$ -
101-45200-450-42120	MOTOR FUELS	\$ -	\$ -	\$ -
101-45200-450-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
101-45200-450-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
101-45200-450-42220	TIRES	\$ -	\$ -	\$ -
101-45200-450-42230	BUILDING REPAIR SUPPLIES	\$ -	\$ -	\$ -
101-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 688	\$ 500	\$ 600
101-45200-450-43090	EXPERT & PROFESSIONAL SERVICES	\$ -	\$ -	\$ -
101-45200-450-43130	COMMUNITY EVENTS	\$ 3,362	\$ 3,500	\$ 3,500
101-45200-450-43140	TRAINING & EDUCATION	\$ -	\$ -	\$ -
101-45200-450-43210	TELEPHONE & TELEGRAPH	\$ 24	\$ -	\$ -
101-45200-450-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
101-45200-450-43610	INSURANCE & BONDS	\$ 786	\$ 800	\$ 800
101-45200-450-43810	ELECTRIC UTILITIES	\$ 503	\$ 700	\$ 600
101-45200-450-43820	WATER UTILITIES	\$ 570	\$ 500	\$ 500
101-45200-450-43830	GAS UTILITIES	\$ 602	\$ 600	\$ 700
101-45200-450-43840	REFUSE DISPOSAL	\$ -	\$ -	\$ -
101-45200-450-44010	BUILDING MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44040	VEHICLE/EQUIPMENT MAINTENANCE	\$ -	\$ -	\$ -
101-45200-450-44160	RENTS & LEASES (PORTABLE RESTROOM)	\$ 1,672	\$ 1,800	\$ 1,800
101-45200-450-44382	RECREATION PROGRAMS	\$ 2,317	\$ 1,900	\$ 2,500
	OTHER SERVICES & CHARGES	\$ 9,835	\$ 9,800	\$ 10,400
101-45200-450-45200	BUILDING & IMPROVEMENTS	\$ 950	\$ -	\$ -
	CAPITAL OUTLAY	\$ 950	\$ -	\$ -
TOTAL EXPENDITURES		\$ 88,107	\$ 92,822	\$ 93,501

CITY OF LAUDERDALE
 ECONOMIC DEVELOPMENT
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-46500-462-43090	CONSULTING FEES	\$ 7,710	\$ 10,000	\$ 5,000
101-46500-462-44370	MISCELLANEOUS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 7,710	\$ 10,000	\$ 5,000
TOTAL EXPENDITURES		<u>\$ 7,710</u>	<u>\$ 10,000</u>	<u>\$ 5,000</u>

CITY OF LAUDERDALE
 MISCELLANEOUS UNALLOCATED EXPENDITURES
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-49200-410-48100	CONTINGENCY	\$ -	\$ 10,000	\$ 8,000
	OTHER SERVICES & CHARGES	\$ -	\$ 10,000	\$ 8,000
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 8,000</u>

CITY OF LAUDERDALE
OTHER FINANCING USES
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
101-49300-410-47200	TRANSFER OUT	\$ 38,000	\$ 38,000	\$ 38,000
	TRANSFERS	\$ 38,000	\$ 38,000	\$ 38,000
	TOTAL EXPENDITURES	<u>\$ 38,000</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>



CITY OF LAUDERDALE
SPECIAL REVENUE FUNDS
CAPITAL FUNDS
ENTERPRISE FUNDS
BUDGET 2020

Adopted December 10, 2019

SPECIAL REVENUE FUND

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

CITY OF LAUDERDALE
SPECIAL REVENUE FUNDS
2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
226	COMMUNICATIONS	\$ 19,641	\$ 20,040	\$ 20,040
227	RECYCLING	\$ 50,399	\$ 52,460	\$ 42,215
	TOTAL REVENUES	<u>\$ 70,040</u>	<u>\$ 72,500</u>	<u>\$ 62,255</u>
226	COMMUNICATIONS	\$ 17,180	\$ 18,230	\$ 18,257
227	RECYCLING	\$ 52,928	\$ 61,846	\$ 63,302
	TOTAL EXPENDITURES	<u>\$ 70,108</u>	<u>\$ 80,076</u>	<u>\$ 81,559</u>

CITY OF LAUDERDALE
COMMUNICATIONS
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
226-00000-410-31810	FRANCHISE TAX	\$ 19,427	\$ 20,000	\$ 20,000
226-00000-410-36210	INTEREST ON INVESTMENTS	\$ 214	\$ 40	\$ 40
	TOTAL REVENUES	<u>\$ 19,641</u>	<u>\$ 20,040</u>	<u>\$ 20,040</u>
226-49840-410-41010	FULL TIME EMPLOYEES	\$ 6,303	\$ 6,579	\$ 6,857
226-49840-410-41210	PERA	\$ 469	\$ 493	\$ 514
226-49840-410-41220	FICA	\$ 395	\$ 408	\$ 425
226-49840-410-41225	MEDICARE	\$ 92	\$ 95	\$ 99
226-49840-410-41250	DEFERRED COMPENSATION	\$ 101	\$ -	\$ 100
226-49840-410-41310	HEALTH INSURANCE	\$ 1,085	\$ 1,192	\$ 1,087
226-49840-410-41320	DENTAL INSURANCE	\$ 46	\$ 50	\$ 50
226-49840-410-41330	LIFE INSURANCE	\$ 26	\$ 25	\$ 30
226-49840-410-41340	DISABILITY INSURANCE	\$ 38	\$ 35	\$ 40
226-49840-410-41510	WORKERS COMPENSATION INSURANCE	\$ 47	\$ 53	\$ 55
	PERSONNEL	<u>\$ 8,602</u>	<u>\$ 8,930</u>	<u>\$ 9,257</u>
226-49840-410-42020	COMPUTER SERVICES (WEBHOSTING)	\$ 600	\$ 600	\$ 700
	SUPPLIES	<u>\$ 600</u>	<u>\$ 600</u>	<u>\$ 700</u>
226-49840-410-43130	SPECIAL PROGRAMS	\$ 3,224	\$ 3,200	\$ 3,200
226-49840-410-44160	RENTS & LEASES (CABLE COMM FEE)	\$ 4,754	\$ 5,000	\$ 5,000
226-49840-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ 500	\$ 100
	OTHER SERVICES & CHARGES	<u>\$ 7,977</u>	<u>\$ 8,700</u>	<u>\$ 8,300</u>
226-49840-410-45700	OFFICE EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u>\$ 17,180</u>	<u>\$ 18,230</u>	<u>\$ 18,257</u>
	REVENUES OVER/UNDER EXPENDITURES	<u>\$ 2,462</u>	<u>\$ 1,810</u>	<u>\$ 1,783</u>

CITY OF LAUDERDALE
 RECYCLING
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
227-00000-430-33620	COUNTY GRANTS	\$ 5,832	\$ 6,000	\$ 5,900
227-00000-430-36101	SPECIAL ASSESSMENTS - COUNTY	\$ 42,949	\$ 45,460	\$ 35,115
227-00000-430-36102	PENALTIES & INTEREST	\$ 95	\$ -	\$ -
227-00000-430-36210	INTEREST ON INVESTMENTS	\$ 1,523	\$ 1,000	\$ 1,200
	TOTAL REVENUES	\$ 50,399	\$ 52,460	\$ 42,215
227-43245-430-41010	FULL TIME EMPLOYEES	\$ 16,547	\$ 17,025	\$ 17,616
227-43245-430-41210	PERA	\$ 1,229	\$ 1,277	\$ 1,321
227-43245-430-41220	FICA	\$ 1,037	\$ 1,056	\$ 1,092
227-43245-430-41225	MEDICARE	\$ 242	\$ 247	\$ 255
227-43245-430-41250	DEFERRED COMPENSATION	\$ 232	\$ 105	\$ 250
227-43245-430-41310	HEALTH INSURANCE	\$ 2,792	\$ 2,855	\$ 2,845
227-43245-430-41320	DENTAL INSURANCE	\$ 116	\$ 115	\$ 120
227-43245-430-41330	LIFE INSURANCE	\$ 85	\$ 90	\$ 90
227-43245-430-41340	DISABILITY INSURANCE	\$ 95	\$ 90	\$ 100
227-43245-430-41510	WORKERS COMPENSATION INSURANCE	\$ 125	\$ 136	\$ 141
	PERSONNEL	\$ 22,500	\$ 22,996	\$ 23,830
227-43245-430-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
227-43245-430-42115	MEETING EXPENSES	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -
227-43245-430-43130	RECYCLING CONTRACTOR	\$ 30,098	\$ 38,500	\$ 39,122
227-43245-430-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
227-43245-430-44330	DUES & SUBSCRIPTIONS	\$ 331	\$ 350	\$ 350
	OTHER SERVICES & CHARGES	\$ 30,429	\$ 38,850	\$ 39,472
	TOTAL EXPENDITURES	\$ 52,928	\$ 61,846	\$ 63,302
	REVENUES OVER/UNDER EXPENDITURES	\$ (2,529)	\$ (9,386)	\$ (21,087)

DEBT SERVICE FUND

The Debt Service Funds are established to account for the collection of ad valorem taxes; special assessments and tax increment revenue transfers as well as the payment of principal and interest of general long-term debt.

CITY OF LAUDERDALE
DEBT SERVICE FUNDS
2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
305	GO TIF REVENUE BONDS 2018A	\$ 57,437	\$ 300	\$ 500
306	GO IMPROVEMENT BONDS 2019A	\$ -	\$ -	\$ 67,869
	TOTAL REVENUES	\$ 57,437	\$ 300	\$ 68,369
305	GO TIF REVENUE BONDS 2018A	\$ -	\$ 18,939	\$ 25,253
306	GO IMPROVEMENT BONDS 2019A	\$ -	\$ -	\$ 23,865
	TOTAL EXPENDITURES	\$ -	\$ 18,939	\$ 49,117

CITY OF LAUDERDALE
DEBT SERVICE - 1795 EUSTIS STREET/ GO TIF REVENUE BONDS 2018A
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
305-00000-462-36210	INTEREST ON INVESTMENTS	\$ 619	\$ 300	\$ 500
305-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
305-47000-462-39300	BONDS PROCEEDS	\$ 56,818	\$ -	\$ -
	TOTAL REVENUES	\$ 57,437	\$ 300	\$ 500
305-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ -
305-47000-462-47210	BOND INTEREST	\$ -	\$ 18,939	\$ 25,253
	OTHER FINANCING	\$ -	\$ 18,939	\$ 25,253
	TOTAL EXPENDITURES	\$ -	\$ 18,939	\$ 25,253
	REVENUES OVER/UNDER EXPENDITURES	\$ 57,437	\$ (18,639)	\$ (24,753)

CITY OF LAUDERDALE
 DEBT SERVICE - GO IMPROVEMENT BONDS 2019A
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
306-00000-462-36210	INTEREST ON INVESTMENTS	\$ -	\$ -	\$ 100
306-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ 67,769
306-47000-462-39300	BONDS PROCEEDS	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 67,869</u>
306-47000-462-47110	BOND PRINCIPAL	\$ -	\$ -	\$ -
306-47000-462-47210	BOND INTEREST	\$ -	\$ -	\$ 23,865
	OTHER FINANCING	\$ -	\$ -	\$ 23,865
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,865</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ -	\$ 44,004

CAPITAL PROJECT FUNDS

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

GENERAL CAPITAL IMPROVEMENTS

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

CAPITAL IMPROVEMENT - STREETS

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

PARK IMPROVEMENTS

Established to account for expenditures on public park acquisition and improvements.

DISTRICT TAX INCREMENTS

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

DEVELOPMENT AND HOUSING DEVELOPMENT

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

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT FUNDS
 2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
401	GENERAL CAPITAL	\$ 54,066	\$ 28,000	\$ 1,500
403	STREET CAPITAL	\$ 874,005	\$ 6,000	\$ 4,000
404	PARK CAPITAL	\$ 4,412	\$ 3,500	\$ 4,000
405	ROSEHILL TAX INCREMENT	\$ 484	\$ -	\$ -
414	DEVELOPMENT	\$ 57,821	\$ 40,000	\$ 42,000
415	HOUSING REDEVELOPMENT	\$ 80,318	\$ -	\$ -
	TOTAL REVENUES	\$ 1,071,105	\$ 77,500	\$ 51,500
401	GENERAL CAPITAL	\$ 28,873	\$ 70,000	\$ 85,000
402	STREET CAPITAL	\$ 49,073	\$ -	\$ -
404	PARK CAPITAL	\$ 695	\$ 65,000	\$ 65,000
405	ROSEHILL TAX INCREMENT	\$ 991	\$ -	\$ -
414	DEVELOPMENT	\$ 97,671	\$ 20,000	\$ 67,769
415	HOUSING REDEVELOPMENT	\$ 1,308	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 178,610	\$ 155,000	\$ 217,769

CITY OF LAUDERDALE
GENERAL CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
401-00000-410-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
401-00000-410-36200	OTHER MISCELLANEOUS REVENUE	\$ 52,300	\$ -	\$ -
401-00000-410-36210	INTEREST ON INVESTMENTS	\$ 1,766	\$ 1,000	\$ 1,500
401-00000-410-39200	TRANSFER IN	\$ -	\$ 27,000	\$ -
	TOTAL REVENUES	\$ 54,066	\$ 28,000	\$ 1,500
401-41940-410-44370	MISCELLANEOUS CHARGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
401-41940-410-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 28,873	\$ 60,000	\$ 75,000
401-41940-410-45400	MACHINERY & EQUIPMENT	\$ -	\$ 10,000	\$ 10,000
	CAPITAL OUTLAY	\$ 28,873	\$ 70,000	\$ 85,000
401-41940-410-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 28,873	\$ 70,000	\$ 85,000
	REVENUES OVER/UNDER EXPENDITURES	\$ 25,193	\$ (42,000)	\$ (83,500)

CITY OF LAUDERDALE
STREET CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
403-00000-430-33422	OTHER STATE GRANTS & AIDS	\$ 16,447	\$ -	\$ -
403-00000-430-36200	OTHER MISCELLANEOUS REVENUE	\$ 850,166	\$ -	\$ -
403-00000-430-36210	INTEREST ON INVESTMENTS	\$ 7,392	\$ 6,000	\$ 4,000
403-00000-430-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 874,005	\$ 6,000	\$ 4,000
403-43121-430-43030	ENGINEERING	\$ 38,747	\$ -	\$ -
403-43121-430-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 10,326	\$ -	\$ -
	CAPITAL OUTLAY	\$ 49,073	\$ -	\$ -
403-43121-430-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 49,073	\$ -	\$ -
	REVENUES OVER/UNDER EXPENDITURES	\$ 824,931	\$ 6,000	\$ 4,000

CITY OF LAUDERDALE
PARK CAPITAL
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
404-00000-450-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
404-00000-450-36210	INTEREST ON INVESTMENTS	\$ 4,412	\$ 3,500	\$ 4,000
404-00000-450-36230	CONTRIBUTIONS & DONATIONS	\$ -	\$ -	\$ -
404-00000-450-36250	PARKLAND FEES	\$ -	\$ -	\$ -
404-0000-450-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 4,412	\$ 3,500	\$ 4,000
404-45200-450-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -
404-45200-450-45100	LAND	\$ -	\$ -	\$ -
404-45200-450-45200	BUILDING & IMPROVEMENTS	\$ -	\$ -	\$ -
404-45200-450-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 695	\$ 65,000	\$ 65,000
404-45200-450-45400	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ 695	\$ 65,000	\$ 65,000
404-45200-450-47200	TRANSFER OUT	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 695	\$ 65,000	\$ 65,000
	REVENUES OVER/UNDER EXPENDITURES	\$ 3,718	\$ (61,500)	\$ (61,000)

CITY OF LAUDERDALE
DEVELOPMENT
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
414-00000-462-36200	OTHER MISCELLANEOUS REVENUE	\$ 15,110	\$ -	\$ -
414-00000-462-36210	INVESTMENT INTEREST	\$ 4,711	\$ 2,000	\$ 4,000
414-00000-462-36230	DONATIONS	\$ -	\$ -	\$ -
414-00000-462-39200	TRANSFER IN	\$ 38,000	\$ 38,000	\$ 38,000
	TOTAL REVENUES	<u>\$ 57,821</u>	<u>\$ 40,000</u>	<u>\$ 42,000</u>
414-46500-462-44370	MISCELLANEOUS CHARGES	\$ 12,663	\$ -	\$ -
414-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ 4,690	\$ 20,000	\$ -
414-46500-462-47200	TRANSFER OUT	\$ 80,318	\$ -	\$ 67,769
	OTHER FINANCING	\$ 97,671	\$ 20,000	\$ 67,769
	TOTAL EXPENDITURES	<u>\$ 97,671</u>	<u>\$ 20,000</u>	<u>\$ 67,769</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (39,849)	\$ 20,000	\$ (25,769)

CITY OF LAUDERDALE
HOUSING DEVELOPMENT
2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
415-00000-461-36200	OTHER MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
415-00000-461-36210	INTEREST ON INVESTMENTS	\$ -	\$ -	\$ -
415-00000-461-39200	TRANSFER IN	\$ 80,318	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 80,318</u>	<u>\$ -</u>	<u>\$ -</u>
415-46310-461-44370	TAXES AND LICENSES	\$ 1,308	\$ -	\$ -
415-46310-461-45100	LAND	\$ (0)	\$ -	\$ -
	OTHER FINANCING	\$ 1,308	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ 1,308</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 79,010	\$ -	\$ -

CITY OF LAUDERDALE
TIF DISTRICT 1-2
2020

Account Number	Account Description	2018 Actual	2018 Adopted	2019 Proposed
416-00000-462-31050	TAX INCREMENT	\$ -	\$ -	\$ -
416-00000-462-63210	INTEREST ON INVESTMENTS	\$ 1,060	\$ 750	\$ 1,000
416-00000-462-39200	TRANSFER IN	\$ -	\$ -	\$ -
416-47000-462-39300	BOND PROCEEDS	\$ 1,238,182	\$ -	\$ -
	TOTAL REVENUES	\$ 1,239,242	\$ 750	\$ 1,000
416-46500-462-44370	MISCELLANEOUS CHARGES	\$ 8,466	\$ -	\$ -
416-46500-462-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ -	\$ -
416-46500-462-47200	TRANSFER OUT	\$ 4,005	\$ -	\$ -
416-47000-462-47600	BOND ISSUANCE COSTS	\$ 36,015	\$ -	\$ -
	OTHER FINANCING	\$ 48,486	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 48,486	\$ -	\$ -
	REVENUES OVER/UNDER EXPENDITURES	\$ 1,190,757	\$ 750	\$ 1,000

ENTERPRISE FUND

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

CITY OF LAUDERDALE
 ENTERPRISE FUNDS
 2020

Fund	Fund Title	2018 Actual	2019 Adopted	2020 Proposed
602	SANITARY SEWER	\$ 298,678	\$ 295,916	\$ 302,216
603	STORM WATER	\$ 118,649	\$ 111,694	\$ 113,838
	TOTAL REVENUES	<u>\$ 417,327</u>	<u>\$ 407,610</u>	<u>\$ 416,054</u>
602	SANITARY SEWER	\$ 281,819	\$ 295,916	\$ 308,971
603	STORM WATER	\$ 90,792	\$ 106,694	\$ 176,572
	TOTAL EXPENDITURES	<u>\$ 372,611</u>	<u>\$ 402,610</u>	<u>\$ 485,543</u>

CITY OF LAUDERDALE
SANITARY SEWER
2020

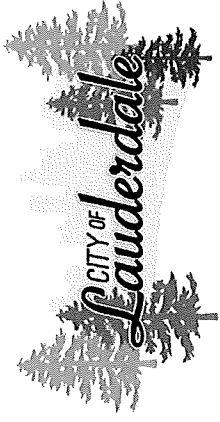
Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
602-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
602-00000-000-33439	PERA Pension Other Revenue	\$ 300	\$ -	\$ 300
602-00000-000-36210	INTEREST ON INVESTMENTS	\$ 16,381	\$ 10,000	\$ 16,000
602-00000-000-37210	SEWER CHARGES	\$ 279,511	\$ 285,916	\$ 285,916
602-00000-000-37290	SEWER ACCESS CHARGES	\$ 2,485	\$ -	\$ -
602-00000-000-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -
602-00000-000-39110	GAIN ON DISPOSAL	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 298,678	\$ 295,916	\$ 302,216
602-49410-000-41290	PENSION EXPENSE	\$ 4,253	\$ -	\$ -
	PENSION	\$ 4,253	\$ -	\$ -
602-49450-000-41010	FULL TIME EMPLOYEES	\$ 52,604	\$ 55,338	\$ 54,589
602-49450-000-41020	OVERTIME	\$ 830	\$ -	\$ -
602-49450-000-41190	OTHER PAY	\$ -	\$ -	\$ -
602-49450-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
602-49450-000-41210	PERA	\$ 3,773	\$ 3,963	\$ 4,094
602-49450-000-41220	FICA	\$ 3,667	\$ 3,431	\$ 3,385
602-49450-000-41225	MEDICARE	\$ 858	\$ 802	\$ 792
602-49450-000-41250	DEFERRED COMPENSATION	\$ 5,235	\$ 4,300	\$ 5,453
602-49450-000-41310	HEALTH INSURANCE	\$ 1,970	\$ 3,244	\$ 2,200
602-49450-000-41320	DENTAL INSURANCE	\$ 144	\$ 110	\$ 175
602-49450-000-41330	LIFE INSURANCE	\$ 734	\$ 600	\$ 775
602-49450-000-41340	DISABILITY INSURANCE	\$ 234	\$ 200	\$ 250
602-49450-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,994	\$ 3,410	\$ 3,317
	PERSONNEL	\$ 73,044	\$ 75,398	\$ 75,030
602-49450-000-42110	GENERAL SUPPLIES	\$ -	\$ 100	\$ 100
602-49450-000-42120	MOTOR FUELS	\$ 727	\$ 700	\$ 700
602-49450-000-42130	LUBRICANTS & ADDITIVES	\$ -	\$ -	\$ -
602-49450-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
602-49450-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
602-49450-000-42220	TIRES	\$ -	\$ -	\$ -
602-49450-000-42240	STREET MAINTENANCE MATERIALS	\$ -	\$ -	\$ -
602-49450-000-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 727	\$ 800	\$ 800
602-49450-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 2,745	\$ 3,500	\$ 3,000
602-49450-000-43030	ENGINEERING	\$ 0	\$ 10,000	\$ 10,000
602-49450-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 14,046	\$ 7,000	\$ 7,000
602-49450-000-43140	TRAINING & EDUCATION	\$ 835	\$ 800	\$ 850
602-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 196	\$ 300	\$ 250
602-49450-000-43310	TRAVEL EXPENSE	\$ -	\$ 100	\$ 100
602-49450-000-43430	ADVERTISING - OTHER	\$ -	\$ -	\$ -
602-49450-000-43610	INSURANCE & BONDS	\$ 2,781	\$ 3,000	\$ 3,000
602-49450-000-43820	WATER UTILITIES	\$ 149	\$ 100	\$ 150
602-49450-000-43850	SEWER - MET COUNCIL	\$ 130,158	\$ 160,918	\$ 157,691
602-49450-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 1,000	\$ 1,000
602-49450-000-44060	LAUNDRY SERVICES	\$ 606	\$ 800	\$ 700
602-49450-000-44160	RENTS & LEASES	\$ -	\$ -	\$ -
602-49450-000-44200	DEPRECIATION	\$ 48,412	\$ -	\$ -

602-49450-000-44330	DUES & SUBSCRIPTIONS	\$ 944	\$ 1,500	\$ 1,200
602-49450-000-44370	MISCELLANEOUS CHARGES	\$ 7,175	\$ 8,000	\$ 7,500
602-49450-000-44390	TAXES & LICENSES	\$ -	\$ 700	\$ 700
602-49450-000-44450	CLAIMS & DAMAGES	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 208,047</u>	<u>\$ 197,718</u>	<u>\$ 193,141</u>
602-49450-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ (0)	\$ -	\$ 40,000
602-49450-000-45500	VEHICLES	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ 40,000</u>
602-49450-000-47200	TRANSFER OUT	\$ -	\$ 22,000	\$ -
	OTHER FINANCING	<u>\$ -</u>	<u>\$ 22,000</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u><u>\$ 281,819</u></u>	<u><u>\$ 295,916</u></u>	<u><u>\$ 308,971</u></u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 16,859	\$ -	\$ (6,755)

CITY OF LAUDERDALE
 STORM WATER
 2020

Account Number	Account Description	2018 Actual	2019 Adopted	2020 Proposed
603-00000-000-33422	OTHER STATE GRANTS & AIDS	\$ -	\$ -	\$ -
603-00000-000-33439	PERA PENSION OTHER REVENUE	\$ 257	\$ -	\$ -
603-00000-000-36210	INTEREST ON INVESTMENTS	\$ 6,085	\$ 4,500	\$ 4,500
603-00000-000-37170	STORM WATER CHARGES	\$ 112,307	\$ 107,194	\$ 109,338
603-00000-000-39200	TRANSFER IN	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 118,649	\$ 111,694	\$ 113,838
603-49410-000-41290	PENSION EXPENSE	\$ 1,330	\$ -	\$ -
	PENSION	\$ 1,330	\$ -	\$ -
603-49500-000-41010	FULL TIME EMPLOYEES	\$ 44,993	\$ 46,967	\$ 46,465
603-49500-000-41020	OVERTIME	\$ 763	\$ -	\$ -
603-49500-000-41190	OTHER PAY	\$ -	\$ -	\$ -
603-49500-000-41195	COMP ABSENCES/OPEB	\$ -	\$ -	\$ -
603-49500-000-41210	PERA	\$ 3,245	\$ 3,373	\$ 3,485
603-49500-000-41220	FICA	\$ 3,166	\$ 2,912	\$ 2,881
603-49500-000-41225	MEDICARE	\$ 740	\$ 681	\$ 674
603-49500-000-41250	DEFERRED COMPENSATION	\$ 4,540	\$ 4,100	\$ 4,700
603-49500-000-41310	HEALTH INSURANCE	\$ 1,784	\$ 2,151	\$ 1,861
603-49500-000-41320	DENTAL INSURANCE	\$ 107	\$ 110	\$ 110
603-49500-000-41330	LIFE INSURANCE	\$ 586	\$ 600	\$ 600
603-49500-000-41340	DISABILITY INSURANCE	\$ 211	\$ 200	\$ 220
603-49500-000-41510	WORKERS COMPENSATION INSURANCE	\$ 2,520	\$ 2,750	\$ 2,676
	PERSONNEL	\$ 62,656	\$ 63,844	\$ 63,672
603-49500-000-42110	GENERAL SUPPLIES	\$ -	\$ -	\$ -
603-49500-000-42120	MOTOR FUELS	\$ 727	\$ 700	\$ 750
603-49500-000-42160	CHEMICALS & CHEMICAL PRODUCTS	\$ -	\$ -	\$ -
603-49500-000-42170	SAFETY EQUIPMENT	\$ -	\$ -	\$ -
603-49500-000-42210	VEHICLE/EQUIPMENT PARTS	\$ -	\$ -	\$ -
603-49500-000-42220	TIRES	\$ -	\$ -	\$ -
603-49500-000-42410	MINOR EQUIPMENT & TOOLS	\$ -	\$ -	\$ -
	SUPPLIES	\$ 727	\$ 700	\$ 750
603-49500-000-43010	AUDITING & ACCOUNTING SERVICES	\$ 2,745	\$ 3,500	\$ 3,000
603-49500-000-43030	ENGINEERING	\$ 11,311	\$ 10,000	\$ 10,000
603-49500-000-43090	EXPERT & PROFESSIONAL SERVICES	\$ 7,875	\$ 7,500	\$ 7,500
603-49500-000-43140	TRAINING & EDUCATION	\$ -	\$ 300	\$ 300
603-49450-000-43210	TELEPHONE & TELEGRAPH	\$ 196	\$ 300	\$ 300
603-49500-000-43310	TRAVEL EXPENSE	\$ -	\$ -	\$ -
603-49500-000-43510	LEGAL NOTICES PUBLISHING	\$ -	\$ -	\$ -
603-49500-000-43610	INSURANCE & BONDS	\$ 1,139	\$ 1,400	\$ 1,400
603-49500-000-44040	VEHICLE/EQUIPMENT REPAIRS	\$ -	\$ 400	\$ 400
603-49500-000-44060	LAUNDRY SERVICES	\$ 606	\$ 750	\$ 750
603-49500-000-44200	DEPRECIATION	\$ -	\$ -	\$ -
603-49500-000-44330	DUES & SUBSCRIPTIONS	\$ 1,796	\$ 2,000	\$ 2,000
603-49500-000-44370	MISCELLANEOUS CHARGES	\$ 1,340	\$ 1,000	\$ 1,500
603-49500-000-44390	TAXES & LICENSES	\$ 400	\$ -	\$ -

	OTHER SERVICES & CHARGES	\$ 27,409	\$ 27,150	\$ 27,150
603-49500-000-45300	IMPROVEMENTS OTHER THAN BUILDINGS	\$ -	\$ 5,000	\$ 85,000
	CAPITAL OUTLAY	\$ -	\$ 5,000	\$ 85,000
603-49450-000-47200	TRANSFER OUT	\$ -	\$ 10,000	\$ -
	OTHER FINANCING	\$ -	\$ 10,000	\$ -
	TOTAL EXPENDITURES	<u>\$ 90,792</u>	<u>\$ 106,694</u>	<u>\$ 176,572</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 27,856	\$ 5,000	\$ (62,734)



CITY OF LAUDERDALE
CAPITAL IMPROVEMENT PLAN
2020-2029

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUNDING SOURCE SUMMARY



FUND	TITLE	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
226	Communications		\$ 30,000									\$ 30,000
401	General Capital	\$ 85,000	\$ 40,000	\$ 40,000				40000				\$ 205,000
403	Street Improvement			\$175,000						\$2,200,000		\$2,375,000
404	Park Improvement	\$ 65,000										\$ 65,000
414	Development	\$ -										\$ -
602	Sanitary Sewer	\$ 40,000	\$150,000		\$150,000							\$ 340,000
603	Storm Water	\$ 85,000	\$ 5,000									\$ 90,000
	GRAND TOTAL	<u>\$275,000</u>	<u>\$225,000</u>	<u>\$215,000</u>	<u>\$150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$40,000</u>	<u>\$ -</u>	<u>\$2,200,000</u>	<u>\$ -</u>	<u>\$3,105,000</u>

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



YEAR	PROJECT	226	401	403	FUND 404	414	602	603
2020	Lawn Mower		\$ 10,000					
	City Hall - Replace Roof		\$ 60,000					
	Public Works Garage - Replace Roof		\$ 15,000					
	Skyview Park Improvements				\$ 60,000			
	Community Park Improvements				\$ 5,000			
	Como Avenue Sewer Repair						\$ 40,000	
	Invasive Species Management Seminary Pond Project							\$ 5,000 \$ 80,000
2021	Council Chambers Technology	\$ 30,000						
	2001 John Deere Tractor 3520		\$ 40,000					
	Sewer Lining Project Invasive Species Management					\$ 150,000		\$ 5,000
2022	2012 Ford F350 Truck and Plow Sealcoating - All City streets		\$ 40,000	\$ 175,000				
	2023						\$ 150,000	
2024								
2025								
2026	2016 Ford F350 Truck and Plow		\$ 40,000					
2027								
2028				\$ 2,200,000				
2029								
TOTALS		\$ 30,000	\$ 205,000	\$ 2,375,000	\$ 65,000	\$ -	\$ 340,000	\$ 90,000

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



PROJECT	YEAR											
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029		
Lawn Mower 10 year schedule	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Hall - replace roof 20 year schedule	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Public Works Garage Roof 25 year schedule	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2001 John Deere Tractor 3520 10 year schedule	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2012 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace 2016 Ford F350 Truck and Plow 10 year schedule	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 85,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 403 - STREET IMPROVEMENT



PROJECT	YEAR										
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	
Eustis/Malvern Street Alley Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roselawn & Eustis Street Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sealcoating - all City streets 6 year schedule (last one 2016)	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ -
TOTALS	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000	\$ -

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 414 - Development



PROJECT	YEAR									
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029

\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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TOTALS

CITY OF LAUDERDALE
 TECHNOLOGY REPLACEMENT PLAN
 2020-2029



Department	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Funding Source(s)
City Administrator	0	0	0	1,500	0	0	0	1,500	0	0	Fund 101 - Operating
Assistant City Administrator	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
Deputy City Clerk	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Public Works Coordinator	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Public Works Maintenance	700	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
City Hall Front Counter	0	1,000	0	0	0	1,000	0	0	0	1,000	Fund 101 - Operating
Council Chambers/Cable TV	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
City Hall Copier	0	0	0	Lease	0	0	0	Lease	0	0	Fund 101 - Operating
TOTAL	700	1,000	2,000	3,500	1,000	1,000	2,000	3,500	1,000	1,000	

NOTES

Computers are replaced on 4-year schedule.

Copier is leased on 4-year schedule.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 26, 2019

ITEM NUMBER HDR-C Public Hearing

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In July 2018, the Council authorized Swanson Haskamp Consulting to begin the work necessary to draft text for the High Density Residential—Conservation (HDR-C) zoning district proposed in the 2040 Comprehensive Plan. This included community surveys and input opportunities to bring the community's attention to the wooded land being sold by Luther Seminary.

With the Comprehensive Plan adoption behind us, it is important to adopt the new zoning ordinance in a timely fashion. The purpose of tonight's meeting is to take community feedback on the draft text and review the changes made in response to the feedback provided by the City Council in February after the first public hearing on the matter. Please see the following memo from Jennifer Haskamp summarizing those changes.

OPTIONS:

STAFF RECOMMENDATION:



STAFF REPORT

To: Mayor and City Council
Heather Butkowski, City
Administrator

Date: November 22, 2019

RE: HDR-C Zoning Ordinance
Review and Public Hearing

From: Jennifer Haskamp
Consulting City Planner

Background & Ordinance Purpose

The purpose of creating the High-Density Residential Conservation (HDR-C) zoning district ordinance is to implement the recently adopted 2040 Comprehensive Plan that identifies three new land use designations which require supportive zoning districts. Initially, the intent was to create a zoning district ordinance that would primarily support the HDR-C land use designation assigned to the parcel known as the “Seminary Woods” site. However, as ordinance development progressed it was determined that there may be other land use designations including the High-Density Residential (HDR) and Mixed-Use Commercial (MU-C) designations that at time of redevelopment could benefit from utilizing the HDR-C zoning district.

The intent and purpose of the HDR-C zoning ordinance is to emphasize conservation and sustainability in any development or redevelopment of lands that are guided HDR-C, HDR, or MU-C on the adopted Future Land Use Plan.

Process Background

The City Council considered the draft ordinance language at their January 8, January 22 and February 12, 2019 meetings. A public hearing was held on February 12, 2019 to solicit public testimony and consider how/what modifications should be included in the draft ordinance. A final draft ordinance incorporating feedback from the public hearing and the City Council has not been brought back because the City’s 2040 Comprehensive Plan (2040 Plan) update could not be officially adopted until the Metropolitan Council completed its review.

In October 2019, the Metropolitan Council officially approved the 2040 Comprehensive Plan enabling the City to begin its official control update for consistency with the recently adopted 2040 Plan.

Summary of Changes Since January/February 2019 Draft

Most of the City Council’s discussion and the Public Testimony received during the public hearing focused on language or process clarifications. Much of the discussion focused on three main topics 1) the process for identifying conservation areas; 2) protection of these areas into perpetuity; and 3) the methodology for long-term maintenance and management of the conservation areas. Through discussion the City Council determined that the ordinance clearly outlines the process for identifying the appropriate



areas for conservation, as well as requires a perpetual conservation easement to be established as part of the process, and therefore there were no recommended changes and/or modifications to these sections of the draft ordinance. (See section 10-5-4 subsection 7.)

The only significant change resulting from the discussion and public testimony is the revised methodology for prioritizing the conservation objectives on a site-by-site basis to better guide density bonus or ordinance flexibility for a specific site. To that end, modifications to subsection 1, 4, 6 and 8 are noted with additions shown with an underline and deletions with a ~~striketrough~~.

Public Hearing

A duly noted public hearing has been posted for November 26, 2019 at 7:30 PM. The purpose of the public hearing is to consider the revised draft ordinance.

Action requested

Staff is not requesting formal action regarding the ordinance. Staff requests feedback from the City Council regarding the revised draft, and any additional changes and/or modifications to the ordinance so that a final draft can be presented at a future City Council meeting.

Attachments

Revised Draft Ordinance 19-02 High Density Residential Conservation Zoning District

CITY OF LAUDERDALE
ORDINANCE NO. 19-___

An Ordinance Amending Title 10, Chapter 5 of the
Code of Ordinances Regarding Zoning Districts

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

SECTION 1. Title 10, Chapter 5 of the Lauderdale City Code is amended by creating a new Section 10-5-4 as follows:

10-5-4: HIGH DENSITY RESIDENTIAL – CONSERVATION (HDR-C) DISTRICT

1. Purpose; Conservation Objectives. The purpose of the HDR-C District is to allow for the reasonable development of land while protecting, preserving and enhancing the City’s ecological resources, and promoting resilient and sustainable building and site planning practices. Development within this district shall be consistent with the goals and objectives stated within the City’s Comprehensive Plan and the ~~following additional~~ stated ~~e~~Conservation ~~o~~bjectives (collectively, the “Conservation Objectives”). Each property will be individually evaluated during the Concept Plan stage of the Planned Unit Development (“PUD”) process described in Chapter 6 Section 10-7-7, which will determine the priority and relevance of the following stated objectives for each site:
 - a. Protect ecological function of native woodlands, wetlands and surface water management areas;
 - b. Enhance and protect opportunities to create ecological connections between parks, the City’s nature area and other protected lands with ecological significance;
 - c. Create public trail connections for the City’s residents that provide access to enjoy the City’s open space and natural resources;
 - d. Create public open space and natural resource areas for the City’s residents to access and enjoy; and
 - e. Incorporate Innovative Site Design and Green Building Standards into new development or redevelopment that contribute to the City’s long-term sustainability and resiliency.
2. Applicability. The HDR-C District shall be available only to properties that meet the minimum standards and regulations as stated herein and that are guided as High Density Residential, High Density Residential Conservation, Mixed-Use South and Mixed-Use North within the City’s adopted Comprehensive Plan. Property owners are encouraged to consider utilizing the HDR-C District to enhance, protect and achieve the Conservation Objectives for residential development.
3. Definitions. For the purposes of this section 10-5-4, the terms defined below shall have the meanings given them.

- a. Base Density. The permitted number of units or lots in the HDR-C District absent any flexibility provided through a PUD and equal to the established minimum density identified within the City's adopted Comprehensive Plan for the guided land use designation.
- b. Conservation Easement. A nonpossessory interest of a holder in real property imposing limitations or affirmative obligations the purpose of which include retaining or protecting natural, scenic, or open space values of real property, assuring its availability for agricultural, forest, recreational or open-space use, protecting natural resources, maintain or enhancing air or water quality, or preserving the historical, architectural, archaeological, or cultural aspects of real property.
- c. Conservation Area. Designated land within an HDR-C Subdivision that contributes towards the achievement of one or more of the Conservation Objectives. A Conservation Easement shall be recorded to protect the Conservation Area in perpetuity. Conservation Areas may be used for preservation of ecological resources, passive recreation, and innovative site design characteristics provided an acceptable Conservation Easement holder can be identified.
- d. HDR-C Subdivision. Any development or redevelopment that incorporates the concepts of designated Conservation Areas or Innovative Site Design and Green Building Standards, as defined herein.
- e. Green Building Standards. New development or redevelopment that achieves LEED Certification or incorporates LEED standards or other industry-recognized energy and/or environmental building characteristics. The plan set shall include architectural plans, LEED checklists, or other supporting documentation.
- f. Homeowners Association or Management Company. A formally constituted non-profit association or corporation made up of the property owner(s) and/or residents of a HDR-C Subdivision for the purpose of owning, operating and maintain common Conservation Areas and/or other commonly owned facilities and Open Space.
- g. Innovative Site Design. New development or redevelopment that incorporates resiliency, sustainability, energy efficiency or other alternative site design considerations. Such elements must be clearly demonstrated through the plan review process and may be graphically shown through site plans, shade/solar studies, landscape plans, or other submissions deemed acceptable by the City.
- h. Net Land Area. The total land area in a proposed HDR-C Subdivision excluding wetlands, required wetland buffers, protected easement areas, and land that slopes greater than 18%,
- i. Open Space. Land that is not designated as a Conservation Area that is used for parks, innovative site design characteristics, trails or other recreational uses. Open Space may be owned and managed by the City, a Homeowner's Association, or other entity.

4. Planned Unit Development Process. The City intends to meet the Conservation Objectives through ~~using the a City's adopted~~ planned unit development (PUD) process, ~~through which t~~ The Conservation Objectives, as stated within this ordinance, are not prioritized. The applicability or priority of the stated Conservation Objectives to a specific site or project will be established as part of the PUD process as outlined in this Ordinance. The property owner or developer will be required to demonstrate how, and to what extent, they meet the identified and applicable said Conservation Objectives. ~~—~~In exchange for achieving these applicable conservation objectives, the City will consider and allow design flexibility and increased density. The City intends to work collaboratively with the property owner or developer through the Concept Plan stage of the PUD process to appropriately identify the applicable Conservation Objectives and the correlating flexibility or density provided.

The provisions and procedures of the City's PUD ordinance shall apply, except as modified and explicitly stated within this section. Prior to submitting application materials, the City ~~requires~~encourages applicants to engage in ~~an informal~~ meeting with the City to establish and identify the goals for a specific site, and to identify and prioritize the applicable Conservation Objectives that are applicable to a site and its development. ~~that meet the Conservation Objectives.~~ If a final PUD plan is approved by the City, the property shall be rezoned to HDR-C PUD. The permitted uses, regulations and flexibility shall be stated within the HDR-C PUD agreement and documented within the approved plans, resolution and development agreement. The provisions in this section are requirements for all HDR-C PUDs, unless the City Council allows and approves any exceptions as part of the PUD process.

5. Uses. The permitted, conditional and accessory uses permitted within the R-1, R-2, and R-3 zoning districts shall apply to the HDR-C District.
6. General Performance Standards. The City Council may, in its sole discretion, grant flexibility from the requirements of the existing zoning district, or other requirements of this code if the proposed HDR-C Subdivision meets the applicable Conservation Objectives. In considering how much, if any flexibility, is warranted the City will evaluate the amount and quality of Conservation Areas protected or created, the public access to or enjoyment thereof, and if Green Building Standards or Innovative Site Design standards have been incorporated into the development plan.
 - a. Conservation Objectives and Determining Flexibility. Conservation Area(s) shall be designated and located within a HDR-C Subdivision to maximize achievement of the Conservation Objectives. All Green Building and Innovative Site Design standards utilized must be documented and demonstrated at time of application. The opportunity to achieve the Conservation Objectives will be site specific, and each project will be evaluated independently to determine the extent to which the Conservation Objectives are met.
 - b. Density Flexibility. Each property's shall be entitled to the Base Density within the Net Land Area, which equals the minimum stated value of the density range ~~offor~~ the land use designation identified within the City's adopted Comprehensive Plan. Any increased density, including density beyond the minimum density of the guided land use

designation, shall be at the discretion of the City Council and shall depend on 1) how effectively the proposed project meets the prioritized and applicable Conservation Objectives established as part of the Concept Plan stage; and 2) the extent to which the project will support the Conservation Objectives long-term-are met. The City will permit increased densities up to the maximum stated value of the density range for the land use designation only if the project demonstrates long-term support of the applicable Conservation Objectives.

- c. Other Areas of Flexibility. In addition to increased density, other areas of flexibility may be requested to ~~meetsupport~~ the applicable Conservation Objectives, including, but not limited to the following: (i) lot size, lot width, setbacks; (ii) housing types; (iii) landscaping; (iv) screening; and (v) park dedication.
7. Conservation Area Ownership. Any improvements in areas designated as Conservation Areas in an HDR-C PUD shall be established, protected and owned in accordance with the following requirements:
- a. Designated Conservation Areas shall be surveyed and subdivided as separate outlots, and legally described on the final plat.
 - b. Designated Conservation Areas must be protected in perpetuity in the agreed to uses described within the Conservation Easement in accordance with Minnesota Statutes, Chapter 84C and must run with the land. The Conservation Easement must be approved by the City attorney and must explicitly define the permitted uses within the Conservation Area.
 - c. The permanent Conservation Easement may be held by any combination of the entities defined by Minnesota Statute Chapter 84C, but in no case may the holder of the Conservation Easement be the same as the owner of the underlying fee title.
 - d. The permanent Conservation Easement shall be recorded with Ramsey County and must specify, at a minimum, the following:
 - i. The entity that will maintain the designated Conservation Area;
 - ii. The purpose of the Conservation Easement, that the easement is permanent, and the conservation values of the property;
 - iii. The legal description of the land under the easement;
 - iv. The restrictions on the use of the land from future development;
 - v. To what standards the Conservation Areas will be maintained, and the responsible party(ies) for such maintenance; and
 - vi. Who will have access to the Conservation Area.
 - e. The underlying fee of each designated Conservation Area parcel may be held/owned by any combination of the following entities:
 - i. A common ownership association, subject to the provision in the HDR-C PUD District;

- ii. An individual who will use the land consistent with the permanent Conservation Easement;
 - iii. A private nonprofit organization, specializing in land conservation and stewardship, that has been designated by the Internal Revenue Service as qualifying under section 501(c)(3) of the Internal Revenue Code or successor sections; or
 - iv. The City of Lauderdale, at its discretion, and if determined there are not other viable options.

 - f. Open Space areas that are not a part of the Conservation Areas may be established within the PUD and without protection of a Conservation Easement, and consideration of how, or if, such areas contribute to the Conservation Objectives will be determined at the discretion of the City Council.

 - g. Innovative Site Design and Green Building Standards may or may not be a part of a designated Conservation Area, and those that are a part of the Conservation Easement must be expressly permitted uses within the Conservation Easement. Those characteristics or building that are used in granting design flexibility or increased density that are not a part of a Conservation Easement must be detailed within a restrictive covenant or homeowner's association covenants that is recorded against the property.
8. Conservation Area Management and Maintenance Plan ("Plan").
- a. Plan Content Requirements. For any designated Conservation Area, a Plan for the development, maintenance and insurance of the Conservation Area must be identified and approved as part of any HDR-C PUD. The Plan must address, if applicable:
 - i. Define the ownership of the Conservation Area;
 - ii. Describe the method of land protection;
 - iii. Regular and periodic operation and maintenance responsibility; and
 - iv. Insurance requirements, and other associated costs with the maintenance and management of the Conservation Area and how the necessary fees will be obtained (through a homeowner's association, rents, or other funding mechanism).

 - b. Plan Submittal Requirements. As part of the initial application for an HDR-C PUD and along with any other PUD requirements established in the City Code, the applicant must submit a narrative and maps that describe the following:
 - i. Existing Conditions which identifies ~~the particular each applicable~~ Conservation Objectives addressed within the Conservation Area, including all natural, cultural, historic, and scenic elements in the landscape;
 - ii. If protection of an existing natural area/natural resource is proposed, a natural resource inventory prepared by an ecologist, or similarly designated professional, shall be prepared and submitted as part of the Plan;
 - iii. Objectives for the Conservation Area, including, but not limited to, the proposed permanent ~~for~~-maintained landscape condition for each area, any restoration or

enhancement of natural features, and a maintenance plan ~~containing~~ describing the activities to be performed for any restoration and post-restoration activities.

- c. Funding of Operation and Maintenance. The City may require an applicant to escrow sufficient funds for the maintenance operation costs of Conservation Areas depending on the restoration measures identified within the Plan. The amount and duration shall be at the discretion of the City Council, but shall be proportional to the effort proposed.
 - d. Enforcement. In the event that the fee holder of the Conservation Area fails to properly maintain all or any portion of the Conservation Area, the City in coordination with the holder of the easement may serve written notice upon such fee holder setting forth the manner in which the fee holder has failed to maintain the Conservation Area. Such notice shall set forth the nature of corrections required and the time within which the corrections shall be made. Upon failure to comply within the time specified, the fee holder, or any successor organization, shall be considered in violation of this ordinance and the City may take any action authorized under the law to enforce the Conservation Easement.
9. Site Design Process. In addition to all other requirements, the applicant shall include the following with its application:
- a. Graphics and supporting information that identifies how the Conservation Areas were identified. This should include, at a minimum, the following:
 - i. Unbuildable areas that include slopes greater than 18%, wetlands, wetland buffers, and protected easement areas;
 - i. Areas designated as Conservation Area;
 - ii. A natural resource inventory of the site, including without limitation, an identification of the land cover and existing vegetation;
 - iii. A wetland delineation; and
 - iv. A list of any known protected species, plants and/or animals, as obtained from the Minnesota Department of Natural Resources;
 - b. A survey identifying the Net Land Area;
 - c. The proposed location of new structures outside of the proposed Conservation Area;
 - d. A description of how buildings were sited, and if such siting meets criteria established within this section;
 - e. The design and location of streets and trails which demonstrate all automobile and pedestrian connections; and
 - f. A survey showing all proposed lot lines, including Conservation Area outlots.
10. General Conservation Design Standards. The following design standards shall be considered in designing the HDR-C PUD:

- a. Conservation Areas should be adjacent to, or incorporate existing natural features of the site, when possible to accomplish a larger interconnected and contiguous network of open spaces;
- b. The quantity of land protected and the extent to which contiguous areas are designated;
- c. Incorporate public and private trails that connect to the City's existing sidewalks and other natural/park areas;
- d. Stormwater management features should consider innovative solutions and should be designed to feel natural and support the open space network; and
- e. Stormwater management facilities may be located within a Conservation Area but may not be used as part of the reasoning for increased density, unless such design incorporates innovative and low-impact development characteristics not required as part of a standard permitting process.

11. Landscape Design Standards in HDR-C. The following landscape design standards in aan HDR-C Subdivision should be considered:

- a. The selection of vegetation should be guided by natural vegetative community types found in the Minnesota Land Cover Classification System and the Minnesota Department of Natural Resources' pre-settlement vegetation mapping information for the area;
- b. Reduction or eradication of invasive species from a site;
- c. Creating a natural design plan for surface water management features should be incorporated, and native species prioritized where possible;
- d. Integration of nature trails and foot paths should be explored and should connect to the City's existing, parks, trails and open spaces, when possible; and
- e. Better Site Design/Low Impact Development practices as identified in the Minnesota Stormwater Manual published by the Minnesota Pollution Control Agency shall be used to design sites and meet the performance standards.

12. Innovative Site Design and Green Building Standards. The following Innovative Site Design and Green Building Standards should ~~be~~ considered, but not limited to, in designing the HDR-C PUD:

- a. LEED certification on new buildings;
- b. Include energy-efficient appliances and other efficiency measures within new buildings;
- c. Explore incorporating alternative energy sources in new building designs (e.g. solar, geothermal);

- d. Site new buildings to respond to existing climate conditions to minimize energy use (e.g. solar/shade positioning, wind); and
- e. Consider material choices that are renewable, and/or designed to create a more energy efficient building.

SECTION 2. This ordinance shall be effective upon its adoption and publication.

Adopted by the Lauderdale City Council this ____ day of _____, 2019.

Mary Gaasch, Mayor

ATTEST:

Heather Butkowski, City Administrator-Clerk

Published in the Roseville Review this ____ day of _____, 2019.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 26, 2019

ITEM NUMBER 2020 Utility Rates

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the previous meeting, the City Council had a first look at proposed sanitary sewer, storm sewer, and recycling rates for 2020. Overall, the additional cost for sewer utilities amounts to \$1.40 per year per household. The recycling rates are proposed to increase to start catching up to the cost of the new recycling contract. More details are available in the memo.

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 112619A—A Resolution Establishing 2020 Sanitary Sewer Rates, Storm Sewer Rates, and Recycling Rates.

RESOLUTION NO. 112619A

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

**A RESOLUTION ESTABLISHING 2020
SANITARY SEWER RATES, STORM SEWER RATES AND RECYCLING RATES**

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its sanitary sewer collection and disposal system, including Metropolitan Council Environmental Services wastewater treatment fees, as well as its own costs for salaries and maintenance of the utility; and

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its storm sewer collection system, including costs for capital projects, salaries and maintenance of the utility; and

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its residential recycling program, including costs for salaries and collection of materials; and

WHEREAS, sanitary sewer rates, storm sewer rates and recycling rates are set annually by the Lauderdale City Council; and

WHEREAS, the City Code provides for the collection of sanitary sewer service charges, storm sewer service charges and residential recycling collection;

NOW THEREFORE, BE IT RESOLVED that the Lauderdale City Council sets the following rates for 2020:

- 1) Sanitary Sewer
 - A) Residential: A flat rate of \$57.76 per residential unit per quarter
 - B) Commercial: \$2.86 per unit of water consumption per month, with a minimum monthly charge of \$13
- 2) Storm Sewer: A flat rate of \$17.75 per quarter per REF (Residential Equivalency Factor)
- 3) Recycling: A flat rate of \$5.17 per cart per month

Adopted by the City Council of the City of Lauderdale this 26th day of November, 2019.

Mary Gaasch, Mayor

(ATTEST)

Heather Butkowski, City Administrator

**2020 Sanitary Sewer, Storm Water and Recycling
Rate Study**



Key Findings

Annually, the City of Lauderdale establishes rates for sanitary sewer, storm water and recycling collection. Staff has completed the review and recommends the following:

- A 0.0% increase is proposed for the sanitary sewer residential and commercial charges.
- A 2.0% increase is proposed for the storm water charges.
- A 63% increase is proposed for the recycling collection charges.

Goals of a Utility Rate Study

The purpose of the rate study is to ensure that:

1. Rates are sufficient to pay for the ongoing operations and capital improvements, and to maintain adequate cash balances.
2. Staff and Council revisit cash balance policies to ensure they are meeting their enterprise system's current and future needs.
3. The rate structure distributes the costs of operating the system across utility users consistent with the policy objectives of the Council.

Sanitary Sewer Utility

The Metropolitan Council adopted a Metropolitan Wastewater Charge for 2020 of \$235.6 million, an increase of 3.6% over 2019. The City’s share is \$157,691, which is \$3,227 less than 2019. As staff shared with the City Council, the Metropolitan Council detected an increase in flow in the unmetered portion of the City in the fourth quarter of 2016. This increased flow is reflected in our billing amount over multiple years even though the increased flow diminished shortly after it was detected. As such, we are slowly moving back towards a more “normal” cost for sewage treatment.

Sanitary Sewer Capital Improvements

The 2020-2029 Capital Improvement Plan (CIP) anticipates one capital improvement project in 2020 to replace the City’s sewer pipe as it enters into Minneapolis’ sewer pipe at Como Avenue and 33rd Avenue SE. A small segment of this line is 6 inches in diameter instead of a standard size of eight inches. The project would be coordinated with the city of St. Paul’s reconstruction of Como Avenue in 2020 to save considerably.

Target Cash Reserves – Sanitary Sewer Funds

Adequate cash reserves are needed to accommodate cash flow needs, invest in sewer replacement projects, and save for future capital projects. The City Council established a goal of setting aside half the depreciation expense or approximately \$20,000 each year to grow the cash reserve for sewer repairs and replacements.

Staff is proposing a 0.0% increase to the sanitary sewer rate in recognition of the anticipated increase in investment interest, decrease in wastewater charge, and not making a transfer to Fund 401 in 2020. After accounting for the Como Avenue sewer repair (~\$40,000), the fund balance only will experience a decrease of ~\$6,755.

Quarterly Sanitary Sewer Rate History

Sewer Rates	2015	2016	2017	2018	2019	2020
Residential Base Charge	\$50.26	\$52.77	\$54.09	\$55.01	\$57.76	\$57.76
Commercial Flow Charge	\$2.48	\$2.60	\$2.67	\$2.72	\$2.86	\$2.86
% Increase	3%	5%	2.5%	1.7%	5.0%	0.0%

Sanitary Sewer Availability Charge

The Metropolitan Council did not increase the base metropolitan sewer availability charge (SAC) for 2020. The SAC rate will be \$2,485 for metropolitan customer communities. The rate is the same since at least 2017.

Pursuant to Minnesota Statute 473.517, subd. 3, a metropolitan SAC is paid by our community to the Metropolitan Council as users connect to the metropolitan wastewater system for the first time or as a user's maximum demand for sewer capacity increases. These fees are for the availability of capacity, not the actual use or flow in the metropolitan system as demanded by development or changes in use on specific properties within our community. Lauderdale may adopt a different SAC rate that would include the Metropolitan Council amount plus additional funds for the City. Historically, Lauderdale has used the Metropolitan Council rate.

Storm Water Utility

The Storm Water Utility pays for the infrastructure and maintenance that improves the quality of storm water run-off. The City has been working with the area watershed districts on future projects to curb the City’s contribution to pollution in the Mississippi River.

Lauderdale’s ordinance established a system for billing using Residential Equivalency Factor (REF). A single family residential property is considered to be one REF and pays the base fee adopted by the Council. The other developed property were individually assigned a certain number of REF’s based on property size, impervious surface, and calculated storm water run-off. A property receives a credit if it has integrated storm water best management practices (BMPs). Since Lauderdale is considered developed, the City only anticipates an increase in the number of REF’s when redevelopment occurs.

Storm Sewer Capital Improvements

The 2020 Capital Improvement Plan shows spending resources on invasive species management, especially Japanese Knotweed, and improvements to Seminary Pond and the ravines that feed into it.

Target Cash Reserves – Storm Water Fund

The projected cash balances must be adequate to meet on-going storm water expenditures and ensure a cash reserve balance that will allow the City to meet the obligations of its MS4 permit, especially Total Maximum Daily Load (TMDL) obligations imposed on the City by the Pollution Control Agency. As storm water projects can be expensive and TMDLs are expected as the City’s runoff terminates in the Mississippi River, the City has continued to raise the storm water rate to build the nest egg to cover future costs. Staff recommends raising the storm water rate 2.0% for 2020; the annualized cost to homeowners is \$1.40. The overall fund balance is expected to decrease due to the infrastructure improvements needed at Seminary Pond and along the ravine in that area.

Storm Water Rate History

Storm Water Rates	2015	2016	2017	2018	2019	2020
Residential	\$14.54	\$15.27	\$16.03	\$16.25	\$17.40	\$17.75
Commercial	\$72.71	\$76.35	\$80.17	\$81.29	\$87.06	\$88.80
% Increase	10%	5%	5%	1.4%	7.1%	2.0%

Recycling Fee

Eureka! Recycling has the contract to provide curbside collection on a weekly basis through December 31, 2023. The recycling contract price per month in 2020 is \$5.76 per cart.

Target Cash Reserves – Recycling Fund

Last year, rates were increase modestly to start covering the increased cost of recycling that is the result of the upheaval in the recycling markets worldwide. Previously, the contract was based on the number of housing units and all units paid the same price for recycling service. Starting with the new contract in 2019, the cost was based on the number of carts to save tens of thousands of dollars through the duration of the contract. Overall, however, the per cart cost increased and staff recommend increasing the cost of collection until residents are paying for the full cost of the service. This means raising rates by \$2.00 per cart per month in 2020. The fund balance would cover the remaining balance of approximately \$21,000. The current fund balance is \$80,000. The City will need to raise rates again by at least \$1.50 per month per cart the next two years to stop using reserves to cover costs.

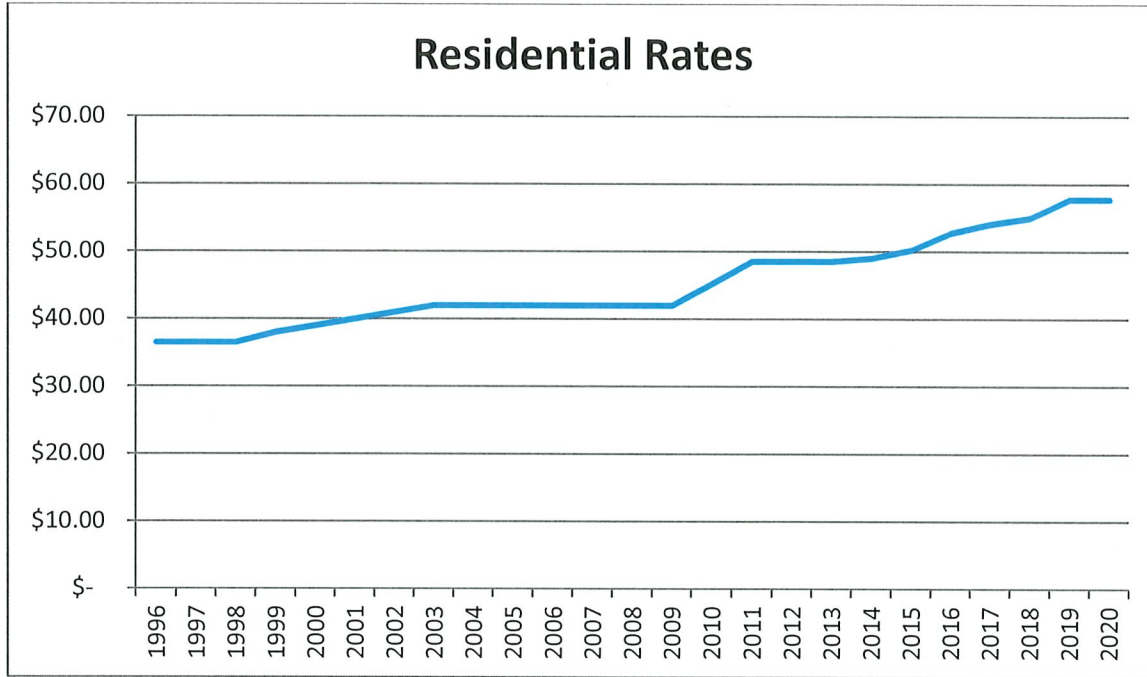
Recycling Rate History (Per Month):

Recycling Rate Per Cart	2015	2016	2017	2018	2019	2020
Residential /Mo,	\$2.45	\$2.70	\$2.84	\$2.98	\$3.17	\$5.17
Residential /An.	\$29.40	\$32.40	\$34.08	\$35.76	\$37.98	\$62.04
% Increase	0%	0%	10%	5%	6.4%	63%

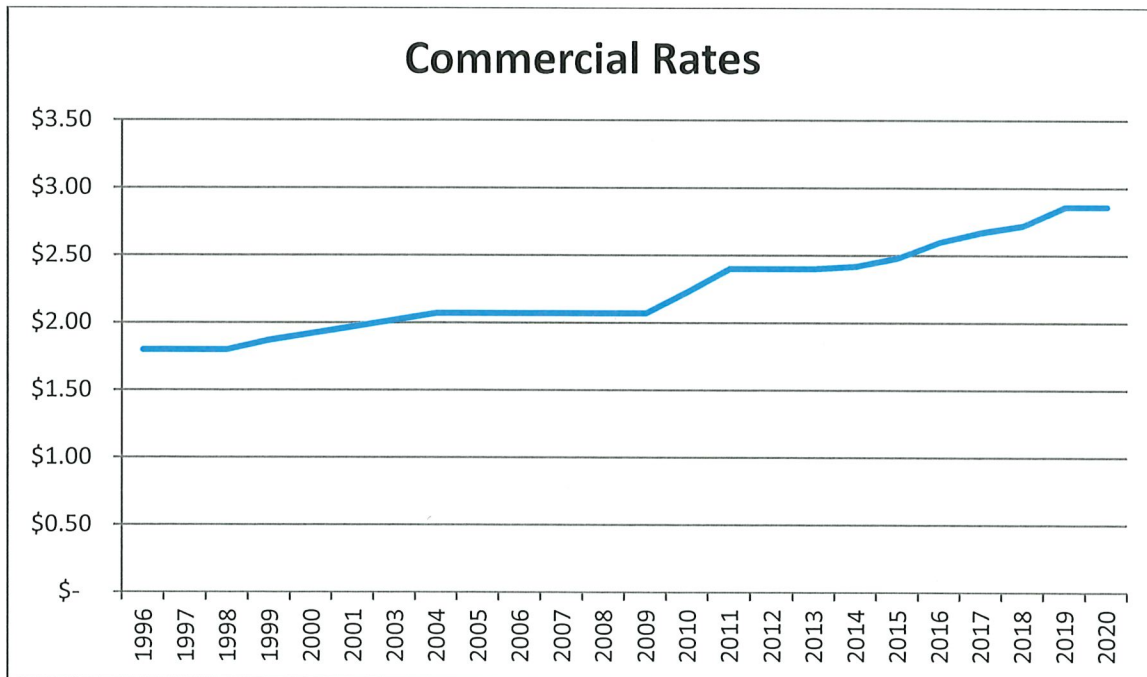
Appendix A

Sanitary Sewer Historical Rates

Residential rates are a flat charge per month.



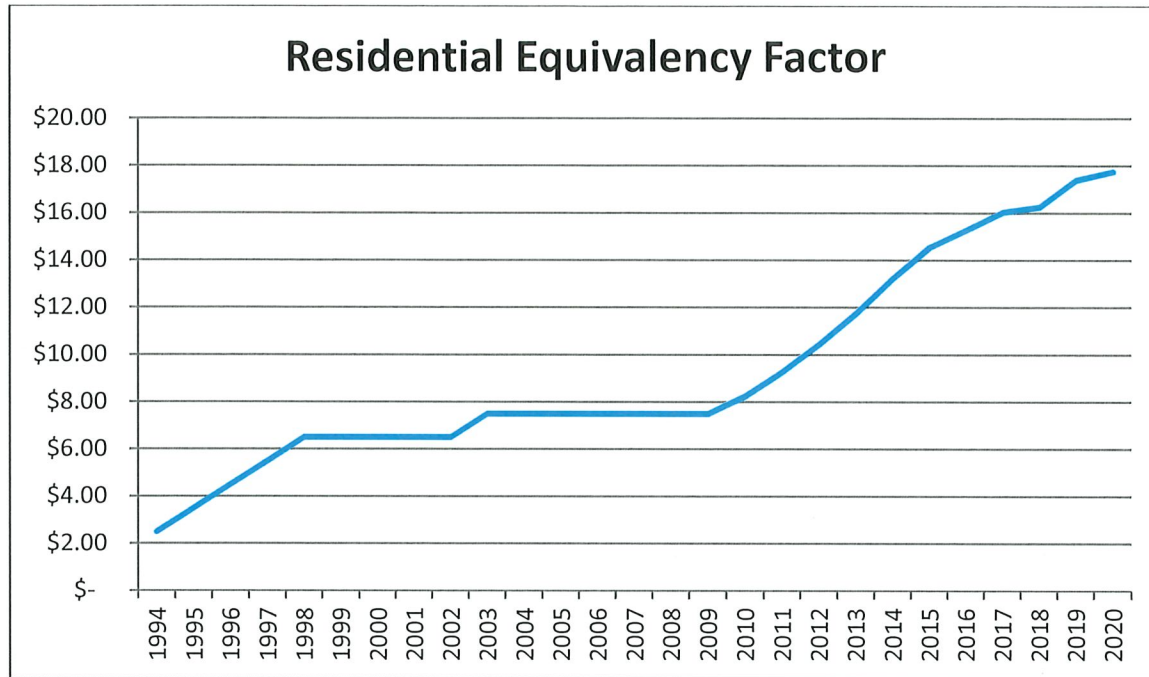
Commercial rates are based on flow or consumption charge.



Appendix B

Storm Water Historical Rates

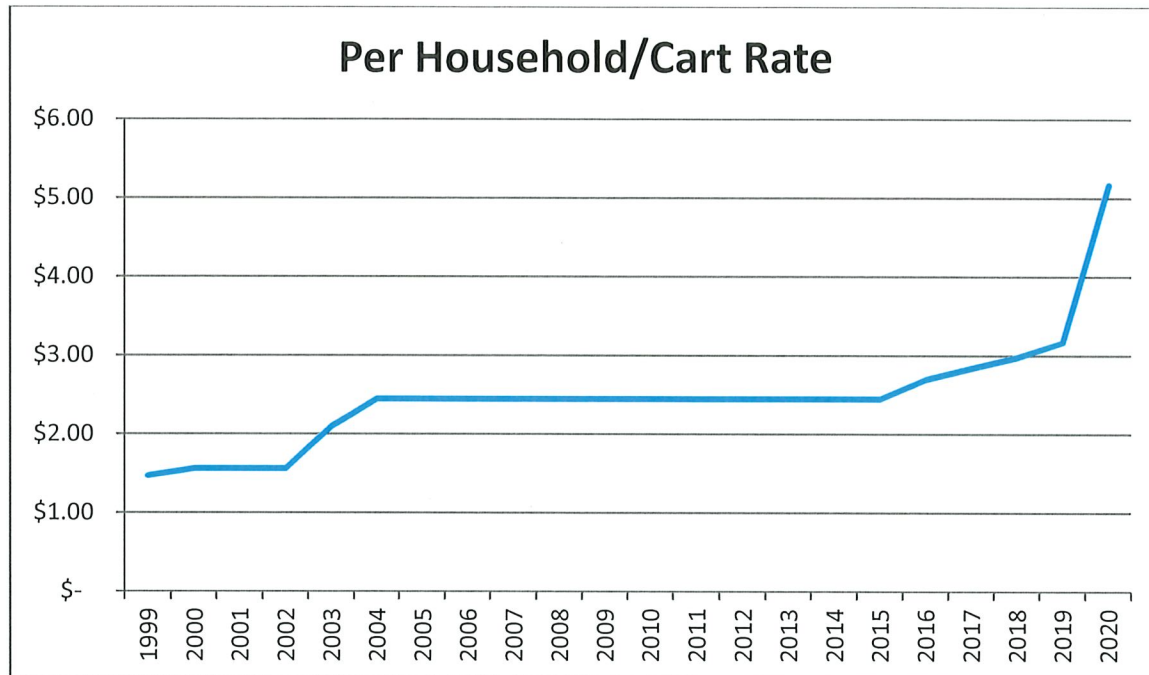
Storm Water rates are a flat charge based on Residential Equivalency Factor (REF) per month.



Appendix C

Recycling Historical Rates

Recycling rates are per household (1999-2018) & per cart (2019-present). These rates are collected through the property tax system as a special assessment.



**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 26, 2019

ITEM NUMBER Discussion with Chief Inks

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Butch Inks was appointed the interim fire chief of St. Paul in January 2018. In that capacity, staff met with him to discuss services the St. Paul Fire Department (SPFD) provides to the city of Lauderdale. Namely, SPFD has provided EMS services to Lauderdale for decades, and they provide mutual aid services for fire calls. Chief Inks has been having similar conversations with neighboring cities to discuss opportunities for improvements especially in the area of sharing services.

Chief Inks recently was appointed the fire chief for the city of St. Paul thereby removing the interim label. Chief Inks was scheduled to attend our last meeting but had to cancel so he plans to attend this meeting.

OPTIONS:

STAFF RECOMMENDATION: