

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:00 P.M. TUESDAY, JANUARY 23, 2024**  
**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 January 9, 2024 City Council Meetings
  - c. Claims Totaling \$92,624.38
4. **CONSENT**
  - a. December Financial Report
  - b. Fourth Quarter Investment Report
  - c. Resolution No. 012324A Approving a Three-Foot, Ten-Inch Variance to the Side Yard Setback Requirement at 1773 Fulham Street
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
  - a. 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.
8. **DISCUSSION / ACTION ITEM**
  - a. Security Camera System
  - b. Follow Up to Meeting with Ramsey County Regarding Eustis Street Reconstruction
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. January Financial Report
  - b. 2024 Alcohol and Tobacco Licenses
  - c. Discussion with Northeast Youth and Family Services Director Angela Lewis-Dmello

- d. Eureka Recycling Annual Update (February 27)

## 12. WORK SESSION

- a. Community Development Update
- b. 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 three (3) 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.

## 13. ADJOURNMENT

**To provide public comments, join us via Zoom.**

You are invited to a Zoom webinar.

When: Jan 23, 2024 07:00 PM Central Time (US and Canada)

Topic: January 23, 2024 Lauderdale City Council Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86137267441?pwd=dkxZcGpkQkpQVGpYeEdiYjF0RGEwUT09>

Passcode: 278158

Or One tap mobile :

+16469313860,,86137267441# US

+13017158592,,86137267441# US (Washington DC)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Webinar ID: 861 3726 7441

International numbers available: <https://us02web.zoom.us/j/86137267441>

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

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January 9, 2024

**Call to Order**

Mayor Gaasch called the Regular City Council meeting to order at 7:03 p.m.

**Roll Call**

Councilors present: Evan Sayre, Sharon Kelly, Duane Pulford, Jeff Dains, and Mayor Mary Gaasch.

Councilors absent: None.

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 Kelly moved and seconded by Councilor Pulford to approve the agenda. Motion carried unanimously.

Mayor Gaasch asked if there were corrections to the minutes of the December 12, 2023 City Council meeting. There being none, Councilor Pulford moved and seconded by Councilor Kelly to approve the December 12, 2023 City Council meeting minutes. Motion carried unanimously.

Mayor Gaasch asked if there were any questions on the claims. There being none, Councilor Sayre moved and seconded by Councilor Pulford to approve the claims totaling \$287,630.86. Motion carried unanimously.

**Consent**

Councilor Kelly moved and seconded by Councilor Sayre to approve the Consent Agenda thereby acknowledging the November financial report and approving the corrected city administrator's contract; Resolution No. 010924A – Designate the Official Depository and Investment Institutions; the 2024 City Council meeting schedule; and Resolution No. 010924B – Accepting 2024 SCORE Funding from Ramsey County for the Lauderdale Recycling Program.

**Informational Presentations/Reports**

A. City Council Updates

Councilor Kelly shared that she attended a BIPOC elected leaders group event at Malcolm Yards in Minneapolis. Mayor Gaasch shared that she attended a number of Regional Council of Mayors meetings. She also met the new mayors of Golden Valley and St. Anthony Village.

**Public Hearings**

A. Resolution No. 010924C – A Resolution Establishing License and Permit Fees and Administrative Fees and Fines

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

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January 9, 2024

Butkowski said that staff reviews the fee schedule early each year in anticipation of the year ahead. Staff made a few cleanup changes to the fee schedule but recommend nothing substantive. Prior to adopting the fee schedule, the city council must hold a public hearing.

Mayor Gaasch opened the floor at 7:11 p.m. to those in attendance interested in addressing the Council on this topic.

There being nobody interested in speaking, Mayor Gaasch closed the floor at 7:12 p.m.

Councilor Pulford made a motion to adopt Resolution No. 010924C - A Resolution Establishing License and Permit Fees, and Administrative Fees and Fines as presented. This was seconded by Councilor Kelly and carried unanimously.

**Discussion/Action Item**

**A. 2024 Committee Appointments and Assignments**

The Council determines committee assignments and makes other designations at the beginning of the year. Butkowski said staff carried over the assignments from 2023 to 2024, and will revise the assignments based on changes made during the discussion.

Councilor Sayre made a motion to adopt the committee assignments as discussed. This was seconded by Councilor Pulford and carried unanimously.

**B. Eustis Street Turnback Discussion**

Butkowski said she informed Alan Maxwell at Ramsey County of the Council's decision to cost-share versus accept turnback of Eustis Street. She received a response stating, "It seems like something was lost in translation from when we began work on this project." She said she met with Alan and County Engineer John Mazzitello to discuss what was "lost in translation." They said that their offer was to do the project with the sidewalks if there was a turnback. If the project remained county owned, they said they would have designed something different.

Through their deliberation process, the City Council was very clear with the County that it was deciding between the two options presented which were cost-share or take ownership of the road. At no point did the County provide an alternative. During the meeting, the Council discussed the situation and decided to have the mayor and another council member meet with the County Commissioner and engineering staff.

**Set Agenda for Next Meeting**

Butkowski stated that the January 23 council meeting would include the December financial report, 2024 alcohol and tobacco licenses, a side yard setback variance for 1773 Fulham Street, and quotes for a security camera system.

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January 9, 2024

**Work Session**

A. Community Development Update

Councilors Sayre, Kelly, Pulford and Mayor Gaasch asked staff to register them for the League of Minnesota Cities Day the Hill event. Butkowski noted the claims amount was larger than usual because of the annual bond payments. The Roers Heart of Burnsville conduit debt project supported by the City did not receive funding. The new City truck plow and box quotes will be provided at the next meeting. Staff were optimistic that skating rinks could be opened soon in spite of the weather this winter.

B. Opportunity for the Public to Address the City Council

Mayor Gaasch opened the floor to those in attendance interested in addressing the Council.

There being nobody interested in speaking, Mayor Gaasch closed the floor.

**Adjournment**

Councilor Dains moved and seconded by Councilor Kelly to adjourn the meeting at 8:15 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:** January 23, 2024  
**Subject:** List of Claims

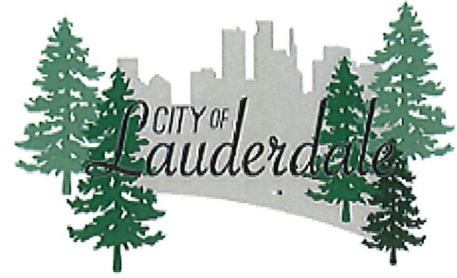
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The claims totaling \$92,624.38 are provided for City Council review and approval that includes check numbers 28769 to 28787.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: miles.cline  
 Printed: 1/19/2024 1:06 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
28769	413 DE-15381	Boyer Ford Trucks Inc 2024 Ford Vehicle Registration Fees	01/16/2024	3,763.34
Total for Check Number 28769:				3,763.34
Total for 1/16/2024:				3,763.34
ACH 34		AFSCME MN Council 5 PR Batch 50200.01.2024 Union Dues	01/19/2024 PR Batch 50200.01.2024 Uni	240.60
Total for this ACH Check for Vendor 34:				240.60
ACH 389		BCBSM Inc PR Batch 50200.01.2024 Vision Insurance	01/19/2024 PR Batch 50200.01.2024 Visi	12.82
Total for this ACH Check for Vendor 389:				12.82
ACH 415		Securian Life Insurance Company PR Batch 50200.01.2024 Life Insurance	01/19/2024 PR Batch 50200.01.2024 Life	204.43
Total for this ACH Check for Vendor 415:				204.43
ACH 43		Public Employees Retirement Association PR Batch 50200.01.2024 PERA Coordinated PR Batch 50200.01.2024 PERA Coordinated	01/19/2024 PR Batch 50200.01.2024 PER PR Batch 50200.01.2024 PER	1,337.22 1,158.92
Total for this ACH Check for Vendor 43:				2,496.14
ACH 44		Minnesota Department of Revenue PR Batch 50200.01.2024 State Income Tax	01/19/2024 PR Batch 50200.01.2024 Stat	824.88
Total for this ACH Check for Vendor 44:				824.88
ACH 45		ICMA Retirement Corporation PR Batch 50200.01.2024 Deferred Comp PR Batch 50200.01.2024 Deferred Comp	01/19/2024 PR Batch 50200.01.2024 Def PR Batch 50200.01.2024 Def	1,250.00 1,675.00
Total for this ACH Check for Vendor 45:				2,925.00
ACH 46		Internal Revenue Service PR Batch 50200.01.2024 Medicare Employee Pc PR Batch 50200.01.2024 Medicare Employer Po PR Batch 50200.01.2024 FICA Employer Portio PR Batch 50200.01.2024 FICA Employee Portio PR Batch 50200.01.2024 Federal Income Tax	01/19/2024 PR Batch 50200.01.2024 Mec PR Batch 50200.01.2024 Mec PR Batch 50200.01.2024 FIC. PR Batch 50200.01.2024 FIC. PR Batch 50200.01.2024 Fed	312.26 312.26 1,335.06 1,335.06 2,231.78
Total for this ACH Check for Vendor 46:				5,526.42
Total for 1/19/2024:				12,230.29

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	326 LNDSC	Lauderdale AH 1, LLLP Return 90% Landscape Escrow	01/23/2024	58,500.00
Total for this ACH Check for Vendor 326:				58,500.00
ACH	44 2023	Minnesota Department of Revenue 2023 Sales Tax	01/23/2024	45.00
Total for this ACH Check for Vendor 44:				45.00
28770	20 482140 482140 482140	Abdo LLP 2023 Audit 2023 Audit 2023 Audit	01/23/2024	712.50 712.50 3,325.00
Total for Check Number 28770:				4,750.00
28771	65 20213970	Allstream Inc. Fax Line	01/23/2024	88.84
Total for Check Number 28771:				88.84
28772	373 6290210382 6290210382 6290212606 6290212606	ARAMARK Uniform & Career Apparel Gr January Uniforms January Uniforms January Uniforms January Uniforms	01/23/2024	19.21 19.22 19.45 19.44
Total for Check Number 28772:				77.32
28773	192 191482418	Comcast Holdings Corporation January Internet	01/23/2024	413.00
Total for Check Number 28773:				413.00
28774	25 EMCOM-011379 EMCOM-011394 EMCOM-011410	County of Ramsey December Fleet Support December CAD Services December 911 Dispatch Services	01/23/2024	6.24 75.17 462.60
Total for Check Number 28774:				544.01
28775	145 012024 012024	Mary Gaasch MG - 2023 LMC Conference Travel Expenses MG - 2023 Equity Leadership Conference	01/23/2024	1,715.59 341.71
Total for Check Number 28775:				2,057.30
28776	31 179108	Kennedy & Graven Chartered December Legal Services	01/23/2024	190.00
Total for Check Number 28776:				190.00
28777	185 012024 012024 012024	Lauderdale Certified Auto Repair Inc December Fuel December Fuel December Fuel	01/23/2024	11.85 11.85 55.30
Total for Check Number 28777:				79.00
28778	30	League of Minnesota Cities	01/23/2024	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	398554	Day on the Hill Event - MG/DP/SK/ES		396.00
	398554	Day on the Hill Event - HB		99.00
Total for Check Number 28778:				495.00
28779	417 LL-19456	LifeLine Incorporated City Hall AED Device	01/23/2024	1,968.81
Total for Check Number 28779:				1,968.81
28780	114 1736	Metro Cities 2024 Membership Dues	01/23/2024	1,076.00
Total for Check Number 28780:				1,076.00
28781	79 DEC1230252023	Minnesota Department of Labor & Industry 4Q2023 Surcharge Report	01/23/2024	264.51
Total for Check Number 28781:				264.51
28782	18 R48275	Minnesota Equipment Inc Tractor Repairs	01/23/2024	3,507.65
Total for Check Number 28782:				3,507.65
28783	5 619861-12-23	Premium Waters Inc December Water Bottles	01/23/2024	14.04
Total for Check Number 28783:				14.04
28784	305 TM INV-007180 TM INV-007180 TM INV-007180	SBRK Finance Holdings Inc Server Migration Server Migration Server Migration	01/23/2024	148.50 693.00 148.50
Total for Check Number 28784:				990.00
28785	135 1223572525	St Paul Pioneer Press Publish 23-03 Park Ordinance	01/23/2024	19.11
Total for Check Number 28785:				19.11
28786	90 9953084945 9953084945 9953084945	Verizon Wireless December Cell Phone December Cell Phone December Cell Phone	01/23/2024	45.15 90.30 45.15
Total for Check Number 28786:				180.60
28787	74 859437189 859458909 859542090 859776052 859776052 859776052 859776052 859784490 859784490 859852580	Xcel Energy December Street Lighting 2430 Larpenteur Avenue W Larpenteur Bridge Lights 1917 Walnut Street 1917 Walnut Street 1885 Fulham Street 1885 Fulham Street 1891 Walnut Street 1891 Walnut Street Larpenteur Avenue	01/23/2024	493.96 14.31 44.45 112.50 30.76 42.84 55.31 293.96 209.96 72.51
Total for Check Number 28787:				1,370.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 1/23/2024:	76,630.75
			Report Total (28 checks):	92,624.38

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                   
Work Session              

Meeting Date                      January 23, 2024

ITEM NUMBER                      December Financial Report

STAFF INITIAL                      

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 December 2023. These reports are pre-audit and do not include year-end adjusting entries.

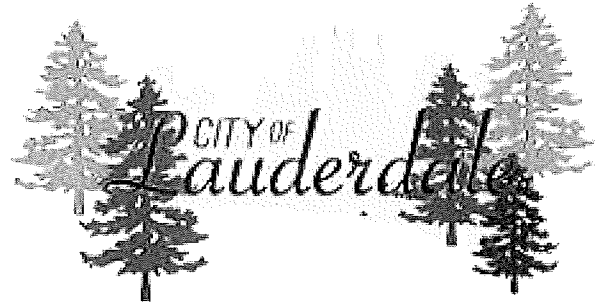
**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's financial report for December 2023.

# General Ledger

## Cash Balances



User: heather.butkowski  
 Printed: 1/9/2024 11:23:12 AM  
 Period 12 - 12  
 Fiscal Year 2023

Description	Account	Beg Bal	MTD Debit	MTD Credit	Current Balance
Cash	101-00000-000-10100	-2,875,951.15	1,220,481.77	1,187,924.52	-2,843,393.90
Change Fund	101-00000-000-10300	100.00	0.00	0.00	100.00
Cash	226-00000-000-10100	43,284.22	84.09	1,605.39	41,762.92
Cash	227-00000-000-10100	78,834.44	147.34	5,805.84	73,175.94
Cash	228-00000-000-10100	0.00	1.00	0.00	1.00
Cash	306-00000-000-10100	227,957.82	459.92	0.00	228,417.74
Cash	401-00000-000-10100	151,426.90	207.23	48,715.86	102,918.27
Cash	403-00000-000-10100	390,836.05	788.54	0.00	391,624.59
Cash	404-00000-000-10100	198,840.02	401.17	0.00	199,241.19
Cash	406-00000-000-10100	348,276.19	702.67	0.00	348,978.86
Cash	414-00000-000-10100	301,780.74	75,760.18	0.00	377,540.92
Cash	416-00000-000-10100	92,652.85	186.93	0.00	92,839.78
Cash	602-00000-000-10100	883,610.24	52,768.82	6,716.34	929,662.72
Cash	603-00000-000-10100	399,489.52	17,226.64	14,191.63	402,524.53
<b>Current Assets</b>		<b>241,137.84</b>	<b>1,369,216.30</b>	<b>1,264,959.58</b>	<b>345,394.56</b>
Petty Cash	101-00000-000-10200	300.00	0.00	0.00	300.00
<b>Petty Cash</b>		<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
Investments - Fair Value Adj	101-00000-000-10410	3,649,345.38	408,866.46	0.00	4,058,211.84
<b>Investments</b>		<b>3,649,345.38</b>	<b>408,866.46</b>	<b>0.00</b>	<b>4,058,211.84</b>
<b>Grand Total</b>		<b><u>3,890,783.22</u></b>	<b><u>1,778,082.76</u></b>	<b><u>1,264,959.58</u></b>	<b><u>4,403,906.40</u></b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
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 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
<b>101</b>	<b>General Fund</b>					
	<b>Revenue</b>					
	Taxes	1,010,172.00	215,020.99	997,482.73	12,689.27	98.74
	Licenses and Permits	41,150.00	3,024.31	73,344.69	-32,194.69	178.24
	Intergovernmental Revenues	477,461.00	337,059.50	575,790.00	-98,329.00	120.59
	Charges for Services	12,550.00	1,405.79	26,972.55	-14,422.55	214.92
	Fines and Forfeits	25,000.00	3,232.44	24,595.89	404.11	98.38
	Miscellaneous Revenue	21,500.00	3,107.89	115,013.87	-93,513.87	534.95
	Other Financing Sources	55,000.00	0.00	201,798.79	-146,798.79	366.91
	<b>Revenue</b>	<b>1,642,833.00</b>	<b>562,850.92</b>	<b>2,014,998.52</b>	<b>-372,165.52</b>	<b>122.65</b>
	<b>Expense</b>					
	Personal Services	441,267.00	37,133.15	430,814.27	10,452.73	97.63
	Supplies	14,794.00	1,496.58	25,121.85	-10,327.85	169.81
	Other Services and Charges	1,181,772.00	82,799.48	1,244,434.80	-62,662.80	105.30
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	5,000.00	0.00	0.00	5,000.00	0.00
	<b>Expense</b>	<b>1,642,833.00</b>	<b>121,429.21</b>	<b>1,700,370.92</b>	<b>-57,537.92</b>	<b>103.50</b>
<b>101</b>	<b>General Fund</b>	<b>0.00</b>	<b>441,421.71</b>	<b>314,627.60</b>	<b>-314,627.60</b>	<b>0.00</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
226	<b>Communications</b>					
	<b>Revenue</b>					
	Taxes	18,000.00	0.00	10,259.49	7,740.51	57.00
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	200.00	84.09	894.00	-694.00	447.00
	Other Financing Sources	0.00	0.00	50,000.00	-50,000.00	0.00
	<b>Revenue</b>	<b>18,200.00</b>	<b>84.09</b>	<b>61,153.49</b>	<b>-42,953.49</b>	<b>336.01</b>
	<b>Expense</b>					
	Personal Services	10,171.00	886.23	10,624.58	-453.58	104.46
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	12,500.00	719.16	11,960.33	539.67	95.68
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>22,671.00</b>	<b>1,605.39</b>	<b>22,584.91</b>	<b>86.09</b>	<b>99.62</b>
226	<b>Communications</b>	<b>-4,471.00</b>	<b>-1,521.30</b>	<b>38,568.58</b>	<b>-43,039.58</b>	<b>-862.64</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
227	<b>Recycling Revenue</b>					
	Intergovernmental Revenues	6,118.00	0.00	0.00	6,118.00	0.00
	Miscellaneous Revenue	<u>71,115.00</u>	<u>147.34</u>	<u>71,389.17</u>	<u>-274.17</u>	<u>100.39</u>
	<b>Revenue</b>	<b>77,233.00</b>	<b>147.34</b>	<b>71,389.17</b>	<b>5,843.83</b>	<b>92.43</b>
	<b>Expense</b>					
	Personal Services	26,021.00	2,358.90	27,344.76	-1,323.76	105.09
	Supplies	0.00	0.00	0.00	0.00	0.00
	Other Services and Charges	41,363.00	3,446.94	37,916.34	3,446.66	91.67
	Capital Outlay	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>	<u>0.00</u>
	<b>Expense</b>	<b>67,734.00</b>	<b>5,805.84</b>	<b>65,261.10</b>	<b>2,472.90</b>	<b>96.35</b>
227	<b>Recycling</b>	<b>9,499.00</b>	<b>-5,658.50</b>	<b>6,128.07</b>	<b>3,370.93</b>	<b>64.51</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
228	<b>Fund</b>					
	<b>Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	<u>1,000.00</u>	<u>1.00</u>	<u>3,996.63</u>	<u>-2,996.63</u>	<u>399.66</u>
	<b>Revenue</b>	<b>1,000.00</b>	<b>1.00</b>	<b>3,996.63</b>	<b>-2,996.63</b>	<b>399.66</b>
	<b>Expense</b>					
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>55,000.00</u>	<u>0.00</u>	<u>251,798.79</u>	<u>-196,798.79</u>	<u>457.82</u>
	<b>Expense</b>	<b>55,000.00</b>	<b>0.00</b>	<b>251,798.79</b>	<b>-196,798.79</b>	<b>457.82</b>
228	<b>Fund</b>	<b>-54,000.00</b>	<b>1.00</b>	<b>-247,802.16</b>	<b>193,802.16</b>	<b>458.89</b>



# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
305	<b>GO TIF Revenue Bonds 2018A</b>					
	<b>Revenue</b>					
	Miscellaneous Revenue	300.00	0.00	0.00	300.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
	<b>Expense</b>					
	Other Services and Charges	475.00	0.00	0.00	475.00	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>475.00</b>	<b>0.00</b>	<b>0.00</b>	<b>475.00</b>	<b>0.00</b>
305	<b>GO TIF Revenue Bonds 2018A</b>	<b>-175.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-175.00</b>	<b>0.00</b>

# General Ledger Revenue vs Expense



User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
306	2019A Improvement Bonds					
	Revenue					
	Miscellaneous Revenue	500.00	459.92	5,365.41	-4,865.41	1,073.08
	Other Financing Sources	<u>122,981.00</u>	<u>0.00</u>	<u>102,425.72</u>	<u>20,555.28</u>	<u>83.29</u>
	Revenue	<b>123,481.00</b>	<b>459.92</b>	<b>107,791.13</b>	<b>15,689.87</b>	<b>87.29</b>
	Expense					
	Other Services and Charges	475.00	0.00	1,000.00	-525.00	210.53
	Debt Service	<u>117,938.00</u>	<u>0.00</u>	<u>117,937.50</u>	<u>0.50</u>	<u>100.00</u>
	Expense	<b>118,413.00</b>	<b>0.00</b>	<b>118,937.50</b>	<b>-524.50</b>	<b>100.44</b>
306	2019A Improvement Bonds	<b>5,068.00</b>	<b>459.92</b>	<b>-11,146.37</b>	<b>16,214.37</b>	<b>-219.94</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
401	<b>General Capital Projects</b>					
	<b>Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	1,500.00	207.23	4,012.54	-2,512.54	267.50
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>1,500.00</b>	<b>207.23</b>	<b>4,012.54</b>	<b>-2,512.54</b>	<b>267.50</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	85,000.00	48,715.86	48,715.86	36,284.14	57.31
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>85,000.00</b>	<b>48,715.86</b>	<b>48,715.86</b>	<b>36,284.14</b>	<b>57.31</b>
401	<b>General Capital Projects</b>	<b>-83,500.00</b>	<b>-48,508.63</b>	<b>-44,703.32</b>	<b>-38,796.68</b>	<b>53.54</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
403	<b>Street Capital Projects</b>					
	<b>Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	4,000.00	788.54	35,663.49	-31,663.49	891.59
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>4,000.00</b>	<b>788.54</b>	<b>35,663.49</b>	<b>-31,663.49</b>	<b>891.59</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	367.50	-367.50	0.00
	Capital Outlay	0.00	0.00	58,628.81	-58,628.81	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
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>58,996.31</b>	<b>-58,996.31</b>	<b>0.00</b>
403	<b>Street Capital Projects</b>	<b>4,000.00</b>	<b>788.54</b>	<b>-23,332.82</b>	<b>27,332.82</b>	<b>-583.32</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
404	<b>Park Capital Projects</b>					
	<b>Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	4,000.00	401.17	5,463.10	-1,463.10	136.58
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>4,000.00</b>	<b>401.17</b>	<b>5,463.10</b>	<b>-1,463.10</b>	<b>136.58</b>
	<b>Expense</b>					
	Supplies	0.00	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	6,963.00	-6,963.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>6,963.00</b>	<b>-6,963.00</b>	<b>0.00</b>
404	<b>Park Capital Projects</b>	<b>4,000.00</b>	<b>401.17</b>	<b>-1,499.90</b>	<b>5,499.90</b>	<b>-37.50</b>

# General Ledger

## Revenue vs Expense



User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
406	Park Dedication Revenue	3,000.00	702.67	9,454.73	-6,454.73	315.16
	Miscellaneous Revenue					
	Revenue	3,000.00	702.67	9,454.73	-6,454.73	315.16
406	Park Dedication	3,000.00	702.67	9,454.73	-6,454.73	315.16

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
414	<b>Development</b>					
	Revenue					
	Miscellaneous Revenue	4,000.00	75,760.18	83,734.88	-79,734.88	2,093.37
	Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Revenue</b>	<b>4,000.00</b>	<b>75,760.18</b>	<b>83,734.88</b>	<b>-79,734.88</b>	<b>2,093.37</b>
	<b>Expense</b>					
	Other Services and Charges	0.00	0.00	0.00	0.00	0.00
	Other Uses	<u>68,198.00</u>	<u>0.00</u>	<u>68,198.00</u>	<u>0.00</u>	<u>100.00</u>
	<b>Expense</b>	<b>68,198.00</b>	<b>0.00</b>	<b>68,198.00</b>	<b>0.00</b>	<b>100.00</b>
414	<b>Development</b>	<b>-64,198.00</b>	<b>75,760.18</b>	<b>15,536.88</b>	<b>-79,734.88</b>	<b>-24.20</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
415	<b>Housing Redevelopment Revenue</b>					
	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
	<b>Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense</b>					
	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
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
415	<b>Housing Redevelopment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# General Ledger Revenue vs Expense



User: heather.butkowski  
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 Period 12 - 12  
 Fiscal Year 2023

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	3,000.00	186.93	2,532.07	467.93	84.40
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>3,000.00</b>	<b>186.93</b>	<b>2,532.07</b>	<b>467.93</b>	<b>84.40</b>
	Expense					
	Other Services and Charges	550.00	0.00	1,273.75	-723.75	231.59
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>550.00</b>	<b>0.00</b>	<b>1,273.75</b>	<b>-723.75</b>	<b>231.59</b>
416	TIF District No. 1-2	2,450.00	186.93	1,258.32	1,191.68	51.36

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
602	<b>Sanitary Sewer Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	50,521.00	-50,521.00	0.00
	Charges for Services	294,493.00	52,902.45	317,113.25	-22,620.25	107.68
	Miscellaneous Revenue	8,000.00	1,871.88	26,414.99	-18,414.99	330.19
	Other Financing Sources	0.00	0.00	727.14	-727.14	0.00
	<b>Revenue</b>	<b>302,493.00</b>	<b>54,774.33</b>	<b>394,776.38</b>	<b>-92,283.38</b>	<b>130.51</b>
	<b>Expense</b>					
	Personal Services	80,010.00	6,534.78	78,398.74	1,611.26	97.99
	Supplies	800.00	54.11	3,848.24	-3,048.24	481.03
	Other Services and Charges	177,093.00	2,132.96	204,032.85	-26,939.85	115.21
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>257,903.00</b>	<b>8,721.85</b>	<b>286,279.83</b>	<b>-28,376.83</b>	<b>111.00</b>
602	<b>Sanitary Sewer</b>	<b>44,590.00</b>	<b>46,052.48</b>	<b>108,496.55</b>	<b>-63,906.55</b>	<b>243.32</b>

# General Ledger Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
603	<b>Storm Water Revenue</b>					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00
	Charges for Services	114,805.00	16,716.41	121,217.22	-6,412.22	105.59
	Miscellaneous Revenue	4,500.00	810.48	10,715.18	-6,215.18	238.12
	Other Financing Sources	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	<b>119,305.00</b>	<b>17,526.89</b>	<b>131,932.40</b>	<b>-12,627.40</b>	<b>110.58</b>
	<b>Expense</b>					
	Personal Services	68,118.00	5,598.58	66,954.43	1,163.57	98.29
	Supplies	750.00	54.12	841.06	-91.06	112.14
	Other Services and Charges	20,150.00	8,839.18	34,990.83	-14,840.83	173.65
	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
	<b>Expense</b>	<b>89,018.00</b>	<b>14,491.88</b>	<b>102,786.32</b>	<b>-13,768.32</b>	<b>115.47</b>
603	<b>Storm Water</b>	<b>30,287.00</b>	<b>3,035.01</b>	<b>29,146.08</b>	<b>1,140.92</b>	<b>96.23</b>

# General Ledger

## Revenue vs Expense

User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023



Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
<b>999</b>	<b>Fund</b>					
	<b>Revenue</b>					
	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
	<b>Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Expense</b>					
	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
	<b>Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>999</b>	<b>Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# General Ledger

## Revenue vs Expense



User: heather.butkowski  
 Printed: 1/9/2024 11:24:26 AM  
 Period 12 - 12  
 Fiscal Year 2023

Account Number	Description	Budget	Current Period	YTD Balance	Variance	% Expend/Collect
Revenue Total		2,304,345.00	713,891.21	2,926,898.53	-622,553.53	1.2702
Expense Total		2,407,795.00	200,770.03	2,732,166.29	-324,371.29	1.1347
Grand Total		-103,450.00	513,121.18	194,732.24	-298,182.24	-1.8824

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent                      X    
Public Hearing                       
Discussion                            
Action                                 
Resolution                           
Work Session                      

Meeting Date                    January 23, 2023

ITEM NUMBER                   4Q23 Investment Report

STAFF INITIAL                     JB  

APPROVED BY ADMINISTRATOR

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Following is the Fourth Quarter Investment Report for 2023.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the Council acknowledges the investment report for October — December 2023.

**COUNCIL ACTION:**



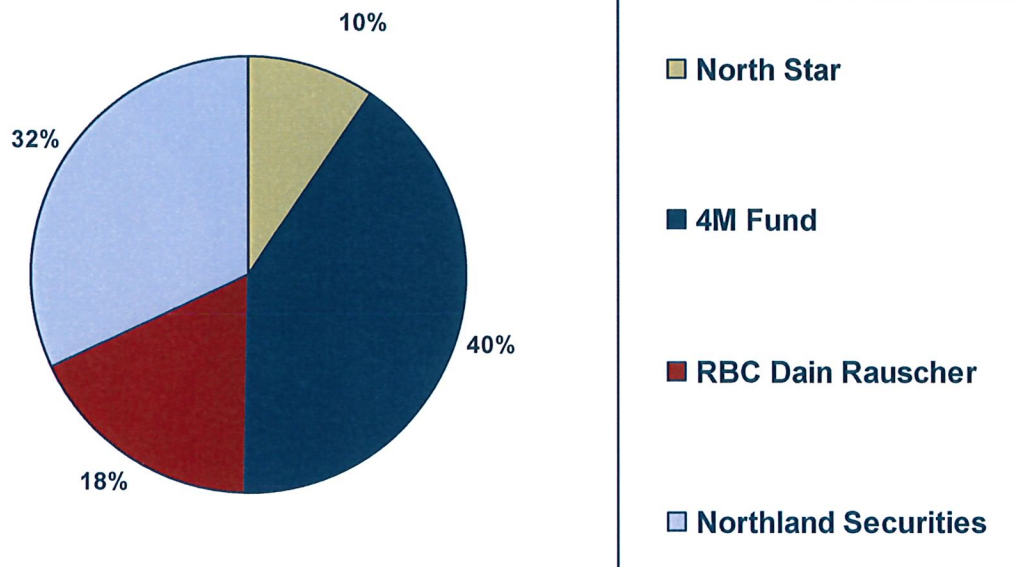
**Fourth Quarter 2023  
Investment Report**

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## INVESTMENTS

As of December 31, 2023, the City had the following amounts with official depositories:

North Star Bank	\$ 424,365
4M Fund	1,823,389
RBC Dain Rauscher	800,000
Northland Securities	1,434,686
<b>TOTAL</b>	<b>\$ 4,482,440</b>





## DEPOSITORIES AND INVESTMENT TYPES

North Star Bank		
Checking Account	\$	424,365
4M Fund		
Joint Powers Investment	\$	1,823,389
RBC Dain Rauscher		
US Government Securities	\$	100,000 (1)
Certificates of Deposit	\$	700,000 (7)
Northland Securities		
Money Market Account	\$	234,686
Certificates of Deposit	\$	1,200,000 (12)

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

## **INVESTMENT TERM**

Liquid assets are money market accounts.

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

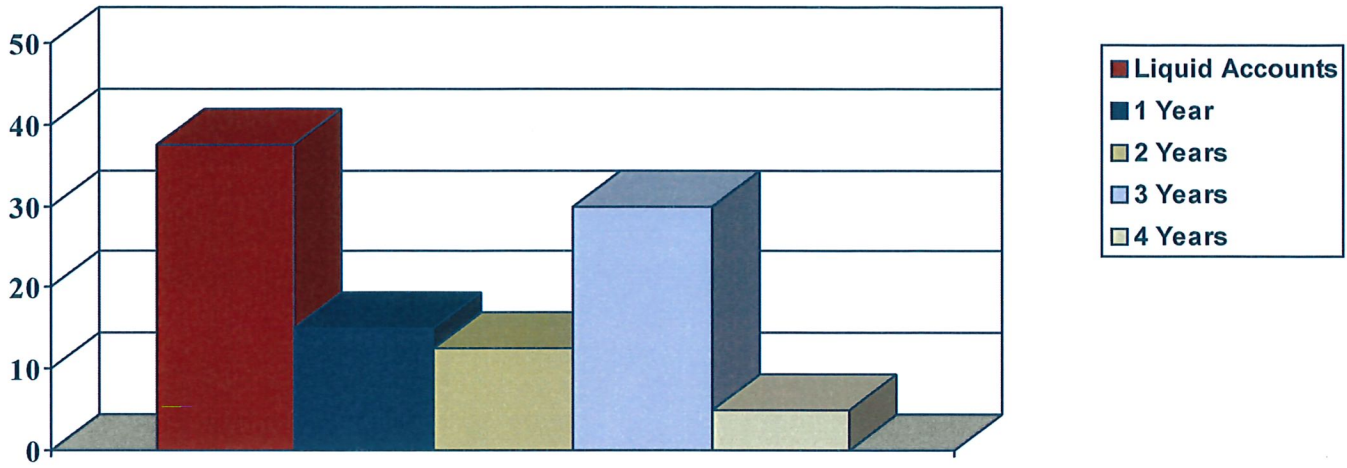
6-10 Years are US Government Instrumentality Securities.

11-15 Years are US Government Instrumentality Securities.

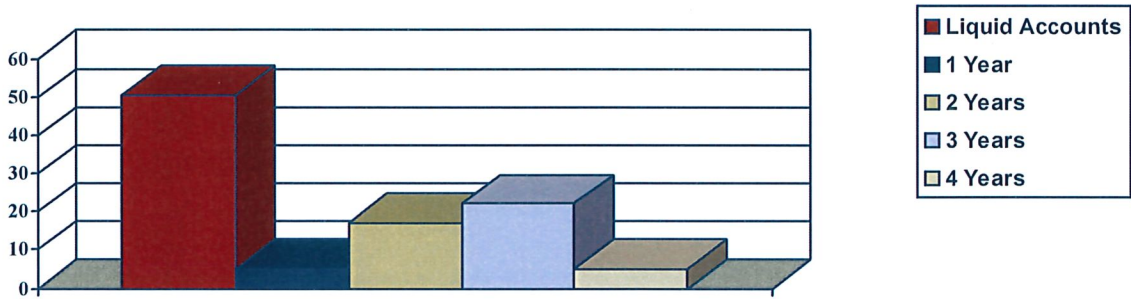
15+ Years are US Government Instrumentality Securities and bonds.

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

### EOY 2022 Investment Portfolio by Holding Period

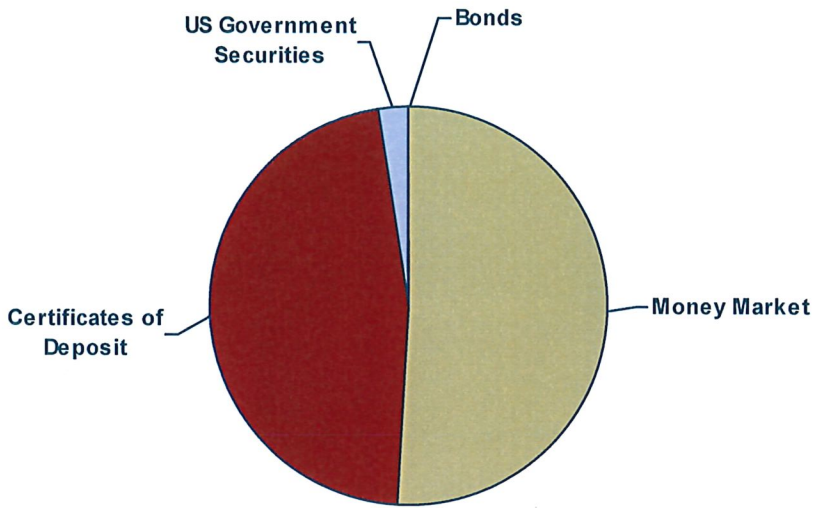


### Fourth Quarter 2023 Investment Portfolio by Holding Period



# INVESTMENT TYPES

Money Market	\$ 2,058,075
Bonds	0
Certificates of Deposit	1,900,000
US Government Securities	100,000



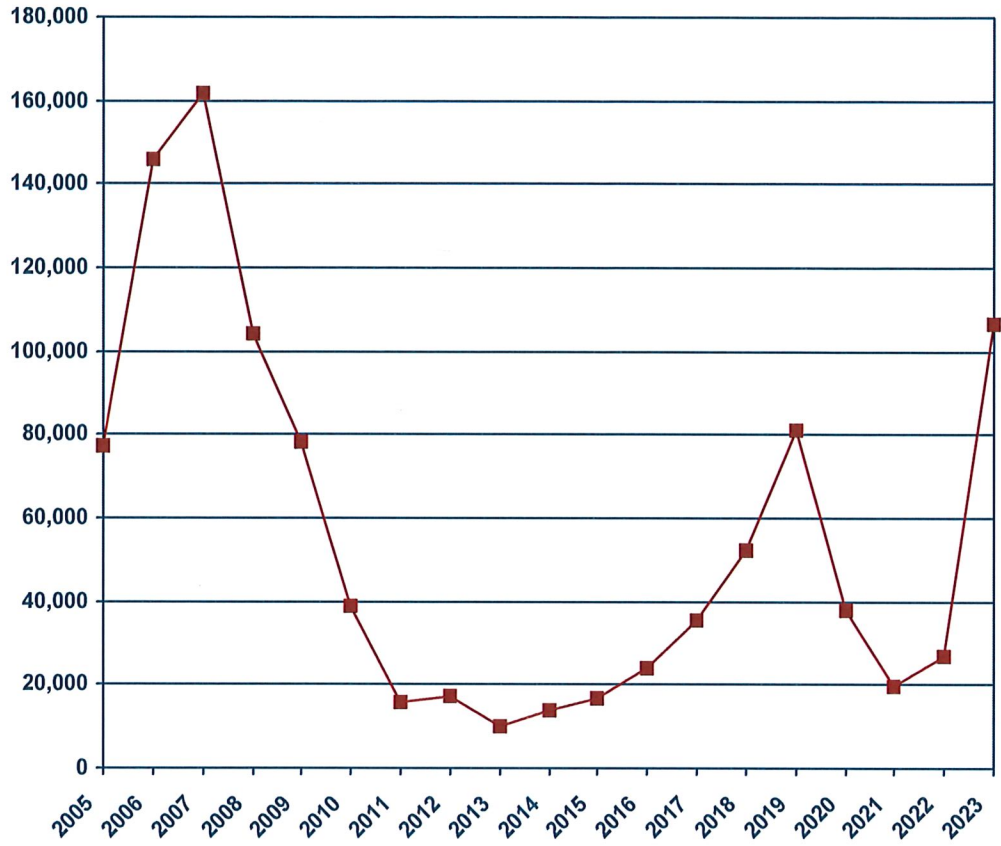
### Investment Schedule

<i>Maturity Date</i>	<i>Type</i>	<i>Interest Rate</i>	<i>Investment Broker</i>	<i>Amount</i>	<i>Bank</i>
8/26/2025	CD	0.70%	Northland	100,000.00	Toyota Savings Bank
8/11/2025	CD	5.05%	Northland	100,000.00	First Foundation Bank
8/11/2025	CD	5.05%	Northland	100,000.00	Sallie Mae Bank
8/11/2025	CD	5.05%	Northland	100,000.00	Townebank Portsmouth VA
8/8/2025	CD	5.40%	RBC	100,000.00	Incredible Bank
8/8/2025	CD	5.40%	RBC	100,000.00	US Bank Nat'l
2/11/2025	CD	5.20%	Northland	100,000.00	Morgan Stanley Bank
2/11/2025	CD	5.20%	Northland	100,000.00	Morgan Stanley Private Bank
2/3/2025	CD	4.50%	RBC	100,000.00	Wells Fargo Bank Nat'l
2/3/2025	CD	4.50%	RBC	100,000.00	Sandy Springs
12/10/2024	CD	0.90%	Northland	100,000.00	Synchrony Bank
8/27/2024	CD	0.50%	RBC	100,000.00	Medallion Bank
8/27/2024	CD	0.30%	RBC	100,000.00	Bank OZK
8/26/2024	FA	0.30%	RBC	100,000.00	Federal Home Loan Bank
7/31/2024	CD	4.65%	Northland	100,000.00	Manufacturers and Traders
6/17/2024	CD	0.70%	RBC	100,000.00	Merrick Bank
3/15/2024	CD	0.40%	Northland	100,000.00	Third Federal Savings
2/12/2024	CD	0.20%	Northland	100,000.00	TIAA FSB Jacksonville
2/7/2024	CD	4.70%	Northland	100,000.00	First Financial Bank
2/2/2024	CD	4.65%	Northland	100,000.00	First Liberty Bank
12/15/2023	CD	0.60%	RBC	100,000.00	Barclay's Bank
10/4/2023	CD	4.00%	Northland	100,000.00	Beal Bank

Investments in blue matured this quarter. No new investments were purchased this quarter. With the recent Federal Reserve nod to future rate cuts, CDs have stabilized. In January 2024, staff purchased a number of CDs with no call dates. Those will be reflected in the next reports. Staff plan to continue reinvesting in non-callable CDs to guarantee good yield over the next three years in spite of ebbs in the market. The City continues to hold a few lower yielding investments purchased before the interest rate increases.

## INTEREST EARNINGS

The following chart shows the interest earnings since 2005 with 2007 being our best year with earnings of \$161,884. Investment interest earned through 2022 totaled \$26,938.40. Investment interest through end of year 2023 totaled \$106,702.21. Most of the increase is from higher yields at the 4M Fund.



# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution          X    
Work Session               

Meeting Date                      January 23, 2024

ITEM NUMBER Variance Resolution 1773 Fulham

STAFF INITIAL                      Jim

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the December 12 City Council Meeting, the Council directed staff to prepare a resolution of approval for a three-foot, ten-inch side yard setback variance to re-build the garage at the same distance to the side yard property line as the current garage, with some conditions.

### OPTIONS:

- Adopt the resolution as part of the consent agenda.
- Remove from the consent agenda for discussion before taking action.

### STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is adopting the attached resolution.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. 012324A**

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

**APPROVING A THREE-FOOT, TEN-INCH VARIANCE TO THE SIDE YARD  
SETBACK REQUIREMENT AT 1773 FULHAM STREET**

**WHEREAS**, Thomas Moffatt and Andrea Moffatt (the “Owners”) own the property at 1773 Fulham Street (the “Property”), which is legally described as:

PIN: 172923340005  
Lot 1, Block 1  
Healy Prospect Hill, Ramsey County, Minnesota; and

**WHEREAS**, the Owners applied for a three-foot, ten-inch variance to the side-yard setback requirement to rebuild a garage in the R-1 District; and

**WHEREAS**, city code Section 10-8-8 (Setback Requirements in R-1) requires a five-foot side-yard setback; and

**WHEREAS**, the existing garage was built fourteen inches from the north side property line; and

**WHEREAS**, the Owners are requesting to rebuild the garage at the same distance to the north side property line as the existing garage; and

**WHEREAS**, notification letters went to the owners of property adjacent to the Property; and

**WHEREAS**, a public hearing on the request was held at the December 12, 2023 city council meeting; and

**WHEREAS**, the Lauderdale City Council has made the following findings:

1. The variance is in harmony with the general purposes and intent of the city’s zoning ordinance because it is in support of single-family housing in an area zoned for such.
2. The variance is consistent with the city’s comprehensive plan because it promotes single family housing in an area guided for such.
3. The variance will not alter the essential character of the neighborhood because the structure will be of a size and scale of other detached garages in the vicinity.



4. The Owners have established that there exist practical difficulties in complying with the zoning ordinance because of where the house and garage are situated on the lot due to an easement in the rear of the lot.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Lauderdale, does hereby approve a three-foot, ten-inch variance to the side yard setback requirement for the Property, subject to the following conditions:

1. The garage is not constructed over the sanitary sewer easement.
2. The wall of the garage adjacent to the north property line is constructed with a one-hour fire wall, and in compliance with all other building code requirements.
3. A building plan review is conducted by City staff prior to issuance of a building permit.
4. Drainage outlets from the garage are located no closer to the north property line than five feet.
5. An agreement allowing maintenance of the garage is entered into with the neighbor adjacent to the north property line.

Dated: January 23, 2024

\_\_\_\_\_  
Mary Gaasch, Mayor

Attest:

(SEAL)

\_\_\_\_\_  
Heather Butkowski, City Administrator-Clerk

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

Members \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and Mayor \_\_\_\_\_.

And the following voted against same: \_\_\_\_\_

Absent: \_\_\_\_\_

Whereupon said resolution was declared duly passed.

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

Consent \_\_\_\_\_  
 Public Hearing \_\_\_\_\_  
 Discussion \_\_\_\_\_ X  
 Action \_\_\_\_\_ X  
 Resolution \_\_\_\_\_  
 Work Session \_\_\_\_\_

Meeting Date January 23, 2024

ITEM NUMBER Security Cameras

STAFF INITIAL AD

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Over the years, random items have been stolen or damaged outside the Public Works building. Staff regularly find the dumpster full of garbage and construction materials dropped off by others. After an item was stolen this fall, staff started discussing exterior security cameras again. Staff researched cheap camera options that might work but none seemed that great so we asked Metro-Inet to help us figure out the best path forward.

Of the 45 Metro-Inet cities, 16 use Milestone software to manage security cameras. If approved by Council, there is an up-front license cost and annual fee of about ~\$150.00 that would be added to our Metro-Inet bill for Milestone. The hardware costs total around \$6,625.

Cabling (All-State)	\$3,450.00
Cameras (Marco)	\$2,025.18
Antennas	~\$500.00
Switch	\$650.00

This security camera setup reduces long term costs by allowing the Public Works building to share the internet service coming into City Hall instead of paying for a separate service. The cameras can be monitored via computer or phone. Staff and St. Anthony PD would be given access to the live stream. The system holds the videos for 14 days.

### OPTIONS:

### STAFF RECOMMENDATION:

Motion to approve the purchase of hardware and software licenses identified above to set up an exterior security camera system at City Hall and the Public Works Building.



December 8, 2023

Mr. Eng Lee  
Network Systems Engineer Sr | Metro-INET  
2660 Civic Center Drive  
Roseville, MN 55113

**Re: City of Lauderdale – Camera Project Quote**

**Address**

Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

**Scope of work**

Provide **LABOR** only to install Owner provided UBIQUITI Wireless Bridge Antennas at City Hall and Public Works building. Antenna Kits to include mounting hardware.

At Public Works - provide cabling and device install for a total of (2) exterior Camera's on SE corner of the exterior wall and a 2nd camera on SW exterior wall. Metro I-Net to install a network switch, route Camera cables to a Wall mount patch panel for patching to switch.

At City Hall - provide cabling and device install for a total of (2) exterior Camera's at Front Entrance on east side of building and at west side of building at soffit. Install blue Cat. 6 plenum cable, route to ONE 12-port Wall mount patch panel at IT Closet.

**COST: \$3,450.00**

Please contact me for anything further or to schedule.

Thank you for the quote request,

Bob Burt  
Account Manager – Roseville office  
All State Communications

5114 Marson Drive  
Sauk Rapids, MN 56379  
320.203.1511 Phone  
320.203.1510 Fax

2611 Hamline Avenue North  
Roseville, MN 55113  
651.636.7200 Phone  
651.636.7201 Fax

5602 36<sup>th</sup> Street South  
Fargo, ND 58104  
701.373.1001 Phone  
701.373.0199 Fax



January 18, 2024

PROPOSAL FOR

# CITY OF LAUDERDALE

HEATHER BUTKOWSKI

Prepared By:

**Curtis Thompson**

Technology Advisor

651-288-6944

[curt.thompson@marconet.com](mailto:curt.thompson@marconet.com)

Quote Number: 170580



Managed Services



Copiers & Printers



Audio Visual



Business IT Services



# IT - AXIS CAMERA QUOTE -- City of Lauderdale



Prepared by:  
**Marco - Twin Cities**  
Curt Thompson  
651-288-6944  
curt.thompson@marconet.com

Prepared for:  
**City of Lauderdale**  
1891 Walnut St  
Saint Paul, MN 55113-5196  
Heather Butkowski  
651.792.7650  
heather.butkowski@lauderdal  
emn.org

Ship To:  
**City of Lauderdale**  
1891 Walnut St  
ATTN Heather Butkowski  
Saint Paul, MN 55113  
Heather Butkowski  
651.792.7650  
heather.butkowski@lauderdal  
emn.org

Quote Information:  
**Quote #: 170580**  
Version: 1  
Date Issued: 01/18/2024  
Expiration Date: 02/16/2024

## Products

Description	One-Time	Qty	Ext. One-Time
Axis - M3216-Lve Surveillance Camera - Color - Dome	\$624.04	2	\$1,248.08
Axis - M2036-LE Network Camera - Day/night,Compact and Outdoor-ready Bullet Style 4 MP Camera, IP66, IP67, NEMA 4X and IK08-rated. Built-in IR Illumination and WDR	\$388.55	2	\$777.10
Subtotal:			<b>\$2,025.18</b>



Quote Summary - One-Time Expenses

Description	Amount
Products	\$2,025.18
Total:	<b>\$2,025.18</b>

Payment Options

Description	Payments	Interval	Amount
One-Time Payment			
<b>One-Time Payment</b>	<b>1</b>	<b>One-Time</b>	<b>\$2,025.18</b>

Summary of Selected Payment Options

Description	Amount
<b>One-Time Payment: One-Time Payment</b>	



Approval

- Client represents that it has reviewed and agrees to be legally bound by this Schedule of Products.
- Client represents that it has reviewed and agrees to be legally bound by the Relationship Agreement, any Product Agreement(s) referred to herein, and applicable policy(ies) ("Terms and Conditions") which are located at [www.marconet.com/legal](http://www.marconet.com/legal) for the Products it is obtaining as identified in this Schedule of Products.
- If the parties have negotiated changes to the Terms and Conditions that have been reduced to writing and signed by both parties, the modified version(s) of such Terms and Conditions, that have not expired or been terminated, shall replace the online version(s).
- Client agrees to use electronic signatures, electronic communications, and electronic records to transact business under the above documents.
- The pricing above does not include taxes. Taxes, fees and surcharges shall be paid by Client and will be shown on invoices to Client.
- Payments made via credit card are subject to a 3% surcharge.
- A \$30 fee will be assessed for any returned payment

Marco Technologies, LLC

City of Lauderdale

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Prepared for: Heather Butkowski

Signature: \_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

PO Number: \_\_\_\_\_

Email Address: \_\_\_\_\_









	Sales	Transfers in	Transfers out	Interest/Dividends	Balance 10/31/2023	Purchases	Sales	Transfers in	Transfers out	Interest/Dividends	Balance 11/30/2023	Purchases	Sales	Transfers in	Transfers out	Interest/Dividends	Balance 12/31/2023
103,989.04	103,989.04	103,989.04	825.22	229,858.66	-	2,621.37	859.58	233,339.61	-	451.23	895.30	234,686.14	-	451.23	-	895.30	234,686.14
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
103,989.04	103,989.04	3,989.04	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
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-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
103,989.04	103,989.04	4,814.26	-	1,429,858.66	-	2,621.37	3,480.95	1,433,339.61	-	451.23	1,346.53	1,434,686.14	-	451.23	-	1,346.53	1,434,686.14
-	936.99	936.99	443.84	100,000.00	-	458.63	458.63	100,000.00	-	101,237.81	443.84	100,000.00	-	101,237.81	101,237.81	443.84	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
369.86	-	-	369.86	100,000.00	-	362.19	382.19	100,000.00	-	369.86	389.86	100,000.00	-	369.86	-	389.86	100,000.00
41.10	-	-	41.10	100,000.00	-	42.47	42.47	100,000.00	-	41.10	41.10	100,000.00	-	41.10	-	41.10	100,000.00
24.66	-	-	24.66	100,000.00	-	25.48	25.48	100,000.00	-	24.66	24.66	100,000.00	-	24.66	-	24.66	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
57.53	-	-	57.53	100,000.00	-	59.45	59.45	100,000.00	-	57.53	57.53	100,000.00	-	57.53	-	57.53	100,000.00
-	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	100,000.00	-	-	-	-	100,000.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
-	-	-	-	0.00	-	-	-	0.00	-	-	-	0.00	-	-	-	-	0.00
936.99	936.99	936.99	936.99	900,000.00	-	968.22	968.22	900,000.00	-	101,237.81	1,237.81	800,000.00	-	101,237.81	101,237.81	1,237.81	800,000.00
-	936.99	-	3,506.17	779,514.06	-	968.22	3,410.49	783,892.77	-	501,237.81	3,863.79	1,288,984.37	-	501,237.81	-	3,863.79	1,288,984.37
-	-	-	2,403.67	529,642.86	-	-	2,533.46	531,976.32	-	-	2,416.33	534,394.65	-	-	-	2,416.33	534,394.65
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	936.99	-	5,909.84	1,309,156.92	-	968.22	5,743.95	1,315,869.09	-	501,237.81	6,282.12	1,823,389.02	-	501,237.81	-	6,282.12	1,823,389.02
104,926.03	105,863.02	936.99	11,661.09	3,639,052.26	-	3,589.59	10,193.12	3,645,245.38	-	101,689.04	8,866.46	4,058,111.84	-	101,689.04	101,237.81	8,866.46	4,058,111.84
From "Cash Balances" Report	Investments	3,627,491.17	3,639,152.26	3,639,152.26	From "Cash Balances" Report	Investments	4,049,345.38	4,049,345.38	From "Cash Balances" Report	Investments	2,836,973.48	2,836,973.48	From "Cash Balances" Report	Investments	1,212,371.90	1,212,371.90	1,212,371.90
Fund 101 Balance	565,007.68	565,007.68	779,717.70	779,717.70	Fund 101 Balance	3,639,152.26	3,639,152.26	3,639,152.26	Fund 101 Balance	3,639,152.26	3,639,152.26	3,639,152.26	Fund 101 Balance	3,639,152.26	3,639,152.26	3,639,152.26	3,639,152.26
Investments	11,661.09	11,661.09	10,193.12	10,193.12	Investments	10,193.12	10,193.12	10,193.12	Investments	10,193.12	10,193.12	10,193.12	Investments	10,193.12	10,193.12	10,193.12	10,193.12
New Balance	3,639,052.26	3,639,052.26	3,649,245.38	3,649,245.38	New Balance	3,649,245.38	3,649,245.38	3,649,245.38	New Balance	3,649,245.38	3,649,245.38	3,649,245.38	New Balance	3,649,245.38	3,649,245.38	3,649,245.38	3,649,245.38

Investments as of 12/31/23		
By Broker	%	Amount
Northland	35.4%	1,434,686.14
RBC	19.7%	800,000.00
4M Fund	44.9%	1,823,389.02
Total	100.0%	4,058,111.84

Investments as of 12/31/23		
By Type	%	Amount
Money Market	50.7%	2,058,075.16
Fed Agency	2.5%	100,000.00
Commercial Paper	0.0%	0.00
Certificate of Deposit	46.8%	1,900,000.00
Treasury	0.0%	0.00
Total	100.0%	4,058,111.84

Investments as of 12/31/23		
Holding period (from purchase c	%	Amount
No time limit (Money Market)	50.7%	2,058,075.16
Up to 1 year	4.9%	200,000.00
2 years	17.2%	700,000.00
3 years	22.2%	900,000.00
4 years and over	4.9%	200,000.00
Total	100.0%	4,058,111.84