

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, JANUARY 14, 2014
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 THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the December 10, 2013 City Council Meeting
 - c. Claims Totaling \$247,618.52
4. **CONSENT**
 - a. Annual Designation of Official Newspaper
 - b. 2014 Investment Policy
 - c. Designating Official Depository and Investment Institutions – Resolution 011414A
 - d. Recreation Agreement with the City of Falcon Heights
 - e. Pay Equity Compliance Report
 - f. November Finances
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Cable Franchise Renewal Update by Cor Wilson, Executive Director North Suburban Cable Commission
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. Ordinance 14-01 Regarding City Parks
8. **DISCUSSION / ACTION ITEMS**
 - a. Ordinance 14-01 Regarding City Parks
 - b. Appointments and Committee Assignments
 - c. 2014 Fee Schedule – Resolution 011414B
 - d. Tobacco Ordinance Revisions
 - e. 2430 Larpenteur Avenue – Environmental Assessment
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**

11. SET AGENDA FOR NEXT MEETING

- a. Easement Agreement with Owner of 2449 Larpenteur
- b. Larpenteur Avenue Pedestrian Improvement Project

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 for specific items on the agenda, 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. CityLabs Partnership / Application
- c. Community Development Update

13. ADJOURNMENT

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

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December 10, 2013

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

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

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

Mayor Dains asked for changes to the meeting agenda. Councilor Hawkinson added the additional item Staff Appreciation Day to the agenda. Councilor Hawkinson moved to approve the agenda. Councilor Gaasch seconded the motion and it passed unanimously.

Councilor Grove moved to approve the November 26, 2013 City Council meeting minutes. Councilor Mac Lean seconded the motion and it passed unanimously.

Councilor Hawkinson moved approval of the claims totaling \$97,361.69. Councilor Grove seconded the motion and it passed unanimously.

Councilor Grove moved adoption of the Consent Agenda approving the Sanitary Sewer Fund Transfer –Resolution 121013A, 2014 City Council Meeting Schedule, Personnel Policy updates, non-union staff compensation, Warming House staff appointments, and the purchase of dais chairs. Councilor Gaasch seconded the motion and it passed unanimously.

Informational Presentations

Bulky Waste Collection Report – Susan Young, Foth

Young reported that the bulky waste program was very successful. Approximately 20% of residents took part in the program. Nearly 100% of participants filled out the post pick-up survey and 95% of respondents felt they were ‘satisfied or very satisfied’ by the service. Respondents also “overwhelmingly” were in favor of the bulky waste collection program to continue. Young stated a formal report will be sent to the Council when it is completed.

Public Hearing and Discussion Items

2014 Budget and Levy

The Council held previous discussions regarding the budget and levy and held a truth in taxation public hearing on November 26. No further changes were recommended by the City Council.

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Councilor Mac Lean moved to adopt the 2014 Lauderdale City Budget and Resolution 121013B – A Resolution Levying taxes for 2013 Payable in 2014 in the amount of \$616,215.00. Councilor Gaasch seconded the motion and it was approved unanimously.

Larpenteur Avenue Pedestrian Improvement Project

Geoff Martin of Stantec stated that construction documents are being prepared and he is looking for final decisions on the design from the Council. Martin described plan changes to the ramps at each corner which are required by the ADA, the removal of trees where space didn't exist, and the need to re-grade private property at Brandychase to achieve ADA compliance and install a bus shelter at Larpenteur and Pleasant. The Council recommended the type of sidewalk pavers, tree grates, and retaining wall materials to be used.

Ramsey County is being asked to provide \$60,000.00 for the ramp and sidewalk improvements. The City will be responsible for the remaining \$198,000.00 which will come from TIF funds.

Ramsey County and Mn/DOT will review the plans and provide comments on the project prior to bidding. Martin stated that the project will hopefully be put out to bid in late January.

Application for a Non-Domestic Animal Permit

Matt Koncar of 1736 Malvern will be raising more than 12 hens. Koncar has been at previous Council meetings to take part in general discussions of raising hens and during the public hearing regarding the same topic.

Councilor Hawkinson moved to approve the Non-Domesticated Animal Permit for 1736 Malvern Street. Councilor Mac Lean seconded the motion and it was approved unanimously with Councilor Gaasch abstaining.

Donation from the Twin City Chinese Christian Church

The Council thanked the Church for the donation and stated the Church was a good neighbor and was being very gracious.

Councilor Gaasch moved to accept the donation from the Twin City Chinese Christian Church. Councilor Grove seconded the motion and was approved unanimously.

Joint Powers Agreement with Ramsey County for CAD Services

Butkowski informed the Council that St. Anthony Police Chief John Ohl and the Roseville Chief of Police have reviewed and approved of the agreement.

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Councilor Grove moved to approve the CAD and Mobile Data Agreement with Ramsey County and members as presented. Councilor Mac Lean seconded the motion and was approved unanimously.

Fire Contract with Falcon Heights

Butkowski stated the City of Falcon Heights is asking the City to pay a portion of the cost of a new ladder truck. They are asking \$2,250.00 a year for the next 10 years.

Councilor Mac Lean moved to approve the Fire Services Agreement with the City of Falcon Heights. Councilor Gaasch seconded the motion and was approved unanimously.

Eureka! Recycling Contract Extension

Bownik stated that Eureka! Recycling and the City had been discussing the length of the extension. Either the contract extension was going to be for six months and end on June 30 or continue through September 30. Chris Goodwin of Eureka! addressed the Council and agreed on an extension which would continue for six months but may be extended an additional three month's at staff request.

Councilor Hawkinson moved to approve the amended contract agreement with Euerka! Recycling through September 30, 2014. Councilor Mac Lean seconded the motion and was approved unanimously.

Additional Items:

Appreciation Day for Staff

The Council granted an extra day off for City staff to be used by January 31, 2014.

Councilor Hawkinson moved to approve the Appreciation Day for City staff which grants an additional day off over the holidays. Councilor Mac Lean seconded the motion and was approved unanimously.

Agenda items for the January 14 Council Meeting may include a discussion of the Cable Franchise Renewal with Cor Wilson, annual designation of the City's official newspaper, the 2014 Investment Policy, designating the official depository and investment institutions, the 2014 Fee Schedule, and appointments and committee assignments.

Mayor Dains explained that the Council was moving into the work session. Work sessions are a continuation of the meeting but not aired on community television.

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Mayor Dains asked if anyone wished to address the Council. Emily Anderson of the Association for Non-Smokers Minnesota addressed the Council regarding tobacco use by youth and the tobacco ordinance which the City is in the process of amending. The other concern of Ms. Anderson was e-cigarettes which are an unregulated nicotine delivery product.

Jean Buckley of Ramsey County Environmental Health addressed the Council. She mentioned the success of the bulky waste recycling program and future plans the County has to work with cities on recycling goals.

Work Session:

Tobacco Ordinance

City staff began amending the tobacco ordinance to respond to new products like e-cigarettes and inquiries by businesses interested in setting up sampling shops. Emily Anderson of the Association of Non-Smokers Minnesota provided additional research on the smoking habits of youth and ways the City could help fight this issue. Staff will continue revising the draft ordinance based on Council feedback and bring to a future meeting.

2430 Larpenteur Avenue – Phase II Environmental Assessment

Butkowski stated the City will need to extend the deadline of the closing on 2430 Larpenteur for 60 days. The reason for the extension was to conduct additional testing of the site. The testing will be completed by Peer Engineering and consist of soil samples and samples from inside the building.

Councilor Hawkinson moved to authorized Peer Engineering to do the Phase II testing and to extend the closing date by remitting \$1,000 to the escrow account held by Kennedy and Graven. Councilor Gaasch seconded the motion and was approved unanimously.

Snow Commotion

The Council discussed whether to continue the Snow Commotion event. Bownik explained that turnout has lowered over the years and less volunteers have helped out. The Council decided to permanently discontinue the Snow Commotion event.

Community Development Update

Butkowski stated that Stacie Kvilvang of Ehlers met with representatives of the Corval Group to answer questions related to the type of redevelopment assistance cities can provide to private entities.

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There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 10:20 p.m.

Respectfully submitted,



Kevin Kelly
Deputy City Clerk

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

January 14, 2014 City Council Meeting

Payroll

12/20/13 Payroll:	Direct Deposit # 501697-501709	\$7,823.91
12/20/13 Payroll:	Payroll Liabilities, e-payments #839E-841E	\$8,106.80
12/31/13 Payroll:	Direct Deposit # 501710-501714	\$6,043.94
12/31/13 Payroll:	Payroll Liabilities, e-payments #843E-846E	\$5,526.46
01/03/14 Payroll:	Direct Deposit # 501715-501722	\$3,811.23
01/03/14 Payroll:	Payroll Liabilities, e-payments #847E-848E	\$1,607.56

Vendor Claims

12/27/13 Claims:	Check #'s 22025-22051	\$8,431.17
01/01/13 Claims:	Check #'s 22052-22053	\$10,781.21
01/14/14 Claims:	Check #'s 22054-22066, e-payment #842E	\$190,907.00
01/14/14 Claims:	Check #'s 22067-22077	\$4,579.24

SUBTOTAL \$247,618.52

Total Claims for Approval

\$247,618.52

CITY OF LAUDERDALE

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***Claim Register©**

122013pyrll

DECEMBER 2013

Claim Type	Direct				
Claim#	3714	NORTH STAR BANK, CHECKING S	Ck# 000839E	12/30/2013	
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/20/2013 Payroll	\$2,256.62
	Invoice				
Cash Payment	G 101-21701	FEDERAL TAXES		12/20/2013 Payroll	\$996.68
	Invoice				
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$3,253.30
Claim#	3715	PERA	Ck# 000840E	12/30/2013	
Cash Payment	G 101-21704	PERA		12/20/2013 Payroll	\$1,647.52
	Invoice				
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$1,647.52
Claim#	3716	ICMA RETIREMENT TRUST - 457	Ck# 000841E	12/30/2013	
Cash Payment	G 101-21705	ICMA RETIREMENT		12/20/2013 Payroll	\$3,205.98
	Invoice				
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$3,205.98
	Claim Type	Direct		Tota	\$8,106.80

Pre-Written Check	\$8,106.80
Checks to be Generated by the Compute	\$0.00
Total	\$8,106.80

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501712	000000002	HINRICHS, DAVID C	26.01	BI-WEEKLY	\$1,557.11	12/31/2013	Outstanding
501713	000000005	HUGHES, JOSEPH A	26.01	BI-WEEKLY	\$1,275.36	12/31/2013	Outstanding
501710	000000011	BOWNIK, JAMES	26.01	BI-WEEKLY	\$1,097.93	12/31/2013	Outstanding
501711	000000007	BUTKOWSKI-HINRICHS, HE	26.01	BI-WEEKLY	\$1,186.80	12/31/2013	Outstanding
501714	000000027	KELLY, KEVIN	26.01	BI-WEEKLY	\$926.74	12/31/2013	Outstanding
					<hr/>		
					\$6,043.94		

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*Claim Register©

123113pyrll

DECEMBER 2013

Claim Type	Direct					
Claim#	3722	NORTH STAR BANK, CHECKING S	Ck# 000843E	12/31/2013		
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/31/2013	Payroll	\$1,412.70
	Invoice					
Cash Payment	G 101-21701	FEDERAL TAXES		12/31/2013	Payroll	\$840.44
	Invoice					
Transaction Date	12/31/2013	Due 0	NORTH STAR CHE	10100	Total	\$2,253.14
Claim#	3723	ICMA RETIREMENT TRUST - 457	Ck# 000844E	12/31/2013		
Cash Payment	G 101-21705	ICMA RETIREMENT		12/31/2013	Payroll	\$662.00
	Invoice					
Transaction Date	12/31/2013	Due 0	NORTH STAR CHE	10100	Total	\$662.00
Claim#	3724	MN DEPARTMENT OF REVENUE	Ck# 000845E	12/31/2013		
Cash Payment	G 101-21702	STATE WITHHOLDING		12/31/2013	Payroll	\$1,364.85
	Invoice					
Transaction Date	12/31/2013	Due 0	NORTH STAR CHE	10100	Total	\$1,364.85
Claim#	3725	PERA	Ck# 000846E	12/31/2013		
Cash Payment	G 101-21704	PERA		12/31/2013	Payroll	\$1,246.47
	Invoice					
Transaction Date	12/31/2013	Due 0	NORTH STAR CHE	10100	Total	\$1,246.47
					Tota	\$5,526.46

Pre-Written Check	\$5,526.46
Checks to be Generated by the Compute	\$0.00
Total	\$5,526.46

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501718	000000002	HINRICHS, DAVID C	1	BI-WEEKLY	\$698.62	1/3/2014	Outstanding
501719	000000005	HUGHES, JOSEPH A	1	BI-WEEKLY	\$413.10	1/3/2014	Outstanding
501716	000000011	BOWNIK, JAMES	1	BI-WEEKLY	\$541.83	1/3/2014	Outstanding
501715	000000101	DUBORD, ANDREW	1	BI-WEEKLY	\$416.71	1/3/2014	Outstanding
501717	000000007	BUTKOWSKI-HINRICHS, HE	1	BI-WEEKLY	\$786.12	1/3/2014	Outstanding
501721	000000023	SAX, DERRICK	1	BI-WEEKLY	\$149.86	1/3/2014	Outstanding
501722	000000024	WISEN, NOLAN	1	BI-WEEKLY	\$361.62	1/3/2014	Outstanding
501720	000000027	KELLY, KEVIN	1	BI-WEEKLY	\$443.37	1/3/2014	Outstanding
					<u>\$3,811.23</u>		

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*Claim Register©

010314pyrll

JANUARY 2014

Claim Type	Direct				
Claim#	3741	NORTH STAR BANK, CHECKING S	Ck# 000847E	1/6/2014	
Cash Payment	G 101-21703	FICA WITHHOLDING.	1/3/2014	Payroll	\$760.46
	Invoice				
Cash Payment	G 101-21701	FEDERAL TAXES	1/3/2014	Payroll	\$333.17
	Invoice				
Transaction Date	1/6/2014	Due 0	NORTH STAR CHE	10100	Total \$1,093.63
Claim#	3742	PERA	Ck# 000848E	1/6/2014	
Cash Payment	G 101-21704	PERA	1/3/2014	Payroll	\$513.93
	Invoice				
Transaction Date	1/6/2014	Due 0	NORTH STAR CHE	10100	Total \$513.93
	Claim Type	Direct		Tota	\$1,607.56

Pre-Written Check	\$1,607.56
Checks to be Generated by the Compute	\$0.00
Total	\$1,607.56

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DECEMBER 2013

Claim#	3710	KELLY, KEVIN	Ck# 022036	12/27/2013		
Cash Payment	E 101-41200-331	TRAVEL EXPENSE	4Q2013 Expenses			\$39.87
		Invoice				
Transaction Date	12/26/2013	Due 0	NORTH STAR CHE	10100	Total	\$39.87
Claim#	3711	GRACE, DUANE	Ck# 022034	12/27/2013		
Cash Payment	E 101-43400-312	BUILDING INSPECTOR	2430	Larpenteur Inspection		\$150.00
		Invoice				
Transaction Date	12/26/2013	Due 0	NORTH STAR CHE	10100	Total	\$150.00
Claim#	3712	BUTKOWSKI, HEATHER	Ck# 022028	12/27/2013		
Cash Payment	E 101-41200-331	TRAVEL EXPENSE	3Q13	Mileage Reimbursement		\$172.33
		Invoice				
Cash Payment	E 101-41200-331	TRAVEL EXPENSE	4Q13	Mileage Reimbursement		\$114.13
		Invoice				
Transaction Date	12/26/2013	Due 0	NORTH STAR CHE	10100	Total	\$286.46
	Claim Type	Direct			Tota	\$8,431.17

Pre-Written Check	\$8,431.17
Checks to be Generated by the Compute	\$0.00
Total	\$8,431.17

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DECEMBER 2013

Claim Type	Direct			Total	
Claim#	3684 BUSINESS FORMS AND ACCOUNT	Ck# 022027	12/27/2013		
Cash Payment	E 101-41200-201 GENERAL SUPPLIES	500	City Checks		\$154.02
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$154.02
Claim#	3685 SAM S CLUB	Ck# 022048	12/27/2013		
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		Coffee		\$47.92
Invoice					
Cash Payment	E 201-45600-379 HALLOWEEN EVENT		Halloween Party Supplies		\$355.04
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$402.96
Claim#	3686 SPRINT PCS	Ck# 022049	12/27/2013		
Cash Payment	E 601-49000-391 TELEPHONE/PAGERS		11/13 PW Cell Phones		\$18.43
Invoice					
Cash Payment	E 602-49100-391 TELEPHONE/PAGERS		11/13 PW Cell Phones		\$18.43
Invoice					
Cash Payment	E 101-43000-391 TELEPHONE/PAGERS		11/13 PW Cell Phones		\$36.86
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$73.72
Claim#	3687 PREMIUM WATERS, INC	Ck# 022044	12/27/2013		
Cash Payment	E 101-41200-208 WATER DELIVERY		11/13 Water Delivery		\$37.87
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$37.87
Claim#	3688 G & K SERVICES	Ck# 022033	12/27/2013		
Cash Payment	E 601-49000-425 CLOTHING		11/13 PW Clothing		\$50.84
Invoice					
Cash Payment	E 602-49100-425 CLOTHING		11/13 PW Clothing		\$50.84
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$101.68
Claim#	3689 NAPA AUTO PARTS	Ck# 022041	12/27/2013		
Cash Payment	E 101-43000-442 MISC		Hand Cleanser and Oil Filter		\$30.65
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$30.65
Claim#	3690 CARTRIDGECARE INC.	Ck# 022029	12/27/2013		
Cash Payment	E 101-41200-201 GENERAL SUPPLIES		2 Toner Cartridges (HP)		\$169.26
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$169.26
Claim#	3691 RED WING SHOE STORE	Ck# 022047	12/27/2013		
Cash Payment	E 602-49100-227 TOOLS & EQUIPMENT		DH & JH Steel Toe Boots		\$54.18
Invoice					
Cash Payment	E 601-49000-227 TOOLS & EQUIPMENT		DH & JH Steel Toe Boots		\$307.05
Invoice					
Transaction Date	12/12/2013	Due 0	NORTH STAR CHE 10100	Total	\$361.23
Claim#	3692 XCEL ENERGY, PARK & GARAGE	Ck# 022051	12/27/2013		
Cash Payment	E 101-43000-381 ELECTRIC		11/13 PW and Warning House		\$57.53
Invoice					

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DECEMBER 2013

Cash Payment	E 101-43000-383 GAS UTILITIES	11/13 PW and Warming House		\$166.70
	Invoice			
Transaction Date	12/12/2013	Due 0 NORTH STAR CHE 10100	Total	\$224.23
Claim#	3693 SUBURBAN ACE HARDWARE	Ck# 022050 12/27/2013		
Cash Payment	E 101-45200-228 MISC REPAIRS MAINT S	Scrapper, shovel handle and fasteners		\$80.76
	Invoice			
Transaction Date	12/12/2013	Due 0 NORTH STAR CHE 10100	Total	\$80.76
Claim#	3694 EHLERS	Ck# 022031 12/27/2013		
Cash Payment	E 101-48100-306 CONSULTING FEES	Discussion and Meetings - Corval		\$500.00
	Invoice			
Transaction Date	12/12/2013	Due 0 NORTH STAR CHE 10100	Total	\$500.00
Claim#	3695 EUREKA RECYCLING	Ck# 022032 12/27/2013		
Cash Payment	E 203-50000-389 RECYCLING CONTRACT	11/13 Recycling Contract		\$2,418.26
	Invoice			
Transaction Date	12/12/2013	Due 0 NORTH STAR CHE 10100	Total	\$2,418.26
Claim#	3696 MINNESOTA GFOA	Ck# 022039 12/27/2013		
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	October MGFOA Meeting - HB		\$15.00
	Invoice			
Transaction Date	12/16/2013	Due 0 NORTH STAR CHE 10100	Total	\$15.00
Claim#	3697 CROIX OIL	Ck# 022030 12/27/2013		
Cash Payment	E 101-43000-212 MOTOR FUELS	11/13 Motor Fuels		\$91.10
	Invoice			
Cash Payment	E 601-49000-212 MOTOR FUELS	11/13 Motor Fuels		\$11.39
	Invoice			
Cash Payment	E 602-49100-212 MOTOR FUELS	11/13 Motor Fuels		\$11.39
	Invoice			
Transaction Date	12/16/2013	Due 0 NORTH STAR CHE 10100	Total	\$113.88
Claim#	3698 NORTH SUBURBAN ACCESS COR	Ck# 022043 12/27/2013		
Cash Payment	E 202-49500-327 OTHER SERV- SEWER/N	4Q13 Webstreaming/Programming		\$715.59
	Invoice			
Transaction Date	12/16/2013	Due 0 NORTH STAR CHE 10100	Total	\$715.59
Claim#	3699 MAMA	Ck# 022038 12/27/2013		
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	11/13 Luncheon - HB		\$20.00
	Invoice			
Transaction Date	12/16/2013	Due 0 NORTH STAR CHE 10100	Total	\$20.00
Claim#	3700 INTEGRA	Ck# 022035 12/27/2013		
Cash Payment	E 101-41200-391 TELEPHONE/PAGERS	11/13 Fax Line		\$49.55
	Invoice			
Transaction Date	12/16/2013	Due 0 NORTH STAR CHE 10100	Total	\$49.55
Claim#	3701 MPCA	Ck# 022040 12/27/2013		
Cash Payment	E 601-49000-308 TRAINING\CONFERENCE	Collection Systems Conf - DH		\$300.00
	Invoice			
Transaction Date	12/20/2013	Due 0 NORTH STAR CHE 10100	Total	\$300.00
Claim#	3702 KENNEDY & GRAVEN	Ck# 022037 12/27/2013		

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1213claims

DECEMBER 2013

Cash Payment	E 101-41500-305 LEGAL FEES - CIVIL	11/13 Legal Services - Zoning Ordinance, 2430 Larp & SPRWS Board	\$558.27
Invoice			
Transaction Date	12/20/2013	Due 0 NORTH STAR CHE 10100	Total \$558.27
Claim#	3703 RAMSEY COUNTY, PROP REC & R Ck# 022046 12/27/2013		
Cash Payment	E 101-42100-355 MISC PRINTING/PROCES	12/13 800 MHz radio license	\$6.24
Invoice			
Cash Payment	E 101-42100-318 911 Dispatch	12/13 911 Dispatch	\$1,097.65
Invoice			
Transaction Date	12/20/2013	Due 0 NORTH STAR CHE 10100	Total \$1,103.89
Claim#	3706 RAMSEY CO LEAGUE OF LOCAL G Ck# 022045 12/27/2013		
Cash Payment	E 101-41100-308 TRAINING\CONFERENCE	Annual Meeting - MG	\$35.00
Invoice			
Transaction Date	12/26/2013	Due 0 NORTH STAR CHE 10100	Total \$35.00
Claim#	3707 NORTH STAR BANK, PETTY CASH Ck# 022042 12/27/2013		
Cash Payment	E 101-41200-201 GENERAL SUPPLIES	City Hall Decorations	\$48.41
Invoice			
Cash Payment	E 101-41200-201 GENERAL SUPPLIES	Office Supplies	\$8.92
Invoice			
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	APMP Mtg. KK	\$20.00
Invoice			
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	APMP Mtg. - JB	\$20.00
Invoice			
Cash Payment	E 101-45200-391 TELEPHONE/PAGERS	Warming House phone	\$21.56
Invoice			
Cash Payment	E 101-41200-203 POSTAGE	Mail Package	\$5.60
Invoice			
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	Ramsey County Mtg. JB	\$15.00
Invoice			
Cash Payment	E 101-41200-308 TRAINING\CONFERENCE	APMP Mtg. - JB	\$15.00
Invoice			
Cash Payment	E 101-41200-331 TRAVEL EXPENSE	Parking - HB	\$10.00
Invoice			
Cash Payment	E 101-41200-331 TRAVEL EXPENSE	Parking - HB	\$7.00
Invoice			
Cash Payment	E 101-43000-228 MISC REPAIRS MAINT S	Chainsaw repair	\$129.25
Invoice			
Cash Payment	E 101-41200-203 POSTAGE	Mail Cert. Letter	\$6.11
Invoice			
Transaction Date	12/26/2013	Due 0 NORTH STAR CHE 10100	Total \$306.85
Claim#	3708 BOWNIK, JIM Ck# 022026 12/27/2013		
Cash Payment	E 101-41200-331 TRAVEL EXPENSE	4Q13 Expense Report	\$79.38
Invoice			
Transaction Date	12/26/2013	Due 0 NORTH STAR CHE 10100	Total \$79.38
Claim#	3709 AMERIPRIDE Ck# 022025 12/27/2013		
Cash Payment	E 101-43000-228 MISC REPAIRS MAINT S	2 Boxes of Paper Towels	\$102.79
Invoice			
Transaction Date	12/26/2013	Due 0 NORTH STAR CHE 10100	Total \$102.79

CITY OF LAUDERDALE

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***Check Detail Register©**

JANUARY 2014

Check Amt Invoice Comment

10100 NORTH STAR CHECKING

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
022052	1/1/2014	AVENET, LLC			
E 202-49500-307		COMPUTER SERVICES	\$500.00		2014 Web Hosting
		Total AVENET, LLC	\$500.00		

10100 NORTH STAR CHECKING

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
022053	1/1/2014	MET-COUNCIL ENVIRONMENTAL SER.			
E 601-49000-387		WATER TREATMENT SERVICE	\$10,281.21		1/14 waste water treatment
		Total MET-COUNCIL ENVIRONMENTAL SER.	\$10,281.21		
		10100 NORTH STAR CHECKING	\$10,781.21		

Fund Summary

10100 NORTH STAR CHECKING

202 COMMUNICATIONS	\$500.00
601 SEWER UTILITIES	\$10,281.21
	\$10,781.21

CITY OF LAUDERDALE

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*Claim Register©

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JANUARY 2014

Claim Type	Direct				
Claim#	3717	KONICA MINOLTA	Ck# 022060	1/14/2014	
Cash Payment	E 101-41200-401	COPIER CONTRACT			\$231.23
Invoice					
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$231.23
Claim#	3718	US BANK, DEBT SERVICES	Ck# 000842E	1/14/2014	
Cash Payment	E 304-47400-611	BOND INTEREST	2003A Bond Payment		\$3,727.50
Invoice					
Cash Payment	E 304-47400-601	BOND PRINCIPAL	2003A Bond Payment		\$105,000.00
Invoice					
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$108,727.50
Claim#	3719	GLTC PREMIUM PAYMENTS	Ck# 022059	1/14/2014	
Cash Payment	G 101-21706	HEALTH INSURANCE	1/14 Long Term Care Plan		\$50.90
Invoice					
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$50.90
Claim#	3720	PUBLIC EMPLOYEES INS PROGRA	Ck# 022063	1/14/2014	
Cash Payment	G 101-21706	HEALTH INSURANCE	1/14 Health Benefits		\$1,775.32
Invoice					
Cash Payment	G 101-21706	HEALTH INSURANCE	2/14 Health Benefits		\$1,775.32
Invoice					
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$3,550.64
Claim#	3721	POSTMASTER - STAMPS	Ck# 022062	1/14/2014	
Cash Payment	E 101-41200-203	POSTAGE	2 Rolls of Stamps		\$92.00
Invoice					
Transaction Date	12/30/2013	Due 0	NORTH STAR CHE	10100	Total \$92.00
Claim#	3726	CITY OF FALCON HEIGHTS	Ck# 022054	1/14/2014	
Cash Payment	E 101-42100-320	FIRE CONTRACT	2014 Readiness to Serve		\$14,903.00
Invoice					
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$14,903.00
Claim#	3727	CITY OF ST ANTHONY	Ck# 022056	1/14/2014	
Cash Payment	E 101-42100-319	POLICE CONTRACT	1/14 Police Contract		\$51,423.41
Invoice					
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$51,423.41
Claim#	3729	DVS RENEWAL	Ck# 022058	1/14/2014	
Cash Payment	E 101-43000-442	MISC	New Vehicle Tabs for 2012 Ford		\$16.00
Invoice					
Cash Payment	E 101-43000-442	MISC	New Vehicle Tabs for 2006 Ford		\$16.00
Invoice					
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$32.00
Claim#	3730	WASTE MANAGEMENT	Ck# 022066	1/14/2014	
Cash Payment	E 101-43000-384	REFUSE DISPOSAL	1/14 PW Waste Refuse		\$203.74
Invoice					
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$203.74
Claim#	3735	MET-COUNCIL ENVIRONMENTAL	Ck# 022061	1/14/2014	
Cash Payment	E 601-49000-387	WATER TREATMENT SE	2/14 waste water treatment		\$10,281.21
Invoice					

CITY OF LAUDERDALE

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***Claim Register©**

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JANUARY 2014

Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total	\$10,281.21
Claim#	3740 RAMSEY COUNTY, PROP REC & R Ck# 022064 1/14/2014					
Cash Payment Invoice	E 101-41200-355 MISC PRINTING/PROCES 1/14 Employee Insurance					\$25.00
Cash Payment Invoice	G 101-21706 HEALTH INSURANCE 1/14 Employee Insurance					\$432.71
Transaction Date	1/6/2014	Due 0	NORTH STAR CHE	10100	Total	\$457.71
Claim#	3748 CITY OF ROSEVILLE Ck# 022055 1/14/2014					
Cash Payment Invoice	E 101-41200-306 CONSULTING FEES 1/14 IT Services					\$635.67
Cash Payment Invoice	E 101-41200-391 TELEPHONE/PAGERS 1/14 Phone Services					\$85.00
Transaction Date	1/9/2014	Due 0	NORTH STAR CHE	10100	Total	\$720.67
Claim#	3749 CITY OF WHITE BEAR LAKE Ck# 022057 1/14/2014					
Cash Payment Invoice	E 101-43000-327 OTHER SERV- SEWER/N 2014 RC GIS Fees					\$219.12
Transaction Date	1/9/2014	Due 0	NORTH STAR CHE	10100	Total	\$219.12
Claim#	3750 SUBURBAN ACE HARDWARE Ck# 022065 1/14/2014					
Cash Payment Invoice	E 101-45200-201 GENERAL SUPPLIES Warming House Supplies					\$5.32
Cash Payment Invoice	E 101-43000-402 CITY TRUCK REPAIR/MAI Truck Parts					\$6.84
Cash Payment Invoice	E 601-49000-402 CITY TRUCK REPAIR/MAI Truck Parts					\$0.86
Cash Payment Invoice	E 602-49100-402 CITY TRUCK REPAIR/MAI Truck Parts					\$0.85
Transaction Date	1/10/2014	Due 0	NORTH STAR CHE	10100	Total	\$13.87
	Claim Type	Direct			Tota	\$190,907.00

Pre-Written Check	\$190,907.00
Checks to be Generated by the Compute	\$0.00
Total	\$190,907.00

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*Claim Register©

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JANUARY 2014

Claim Type	Direct				
Claim#	3731 AFSCME	Ck# 022067	1/14/2014		
Cash Payment	G 101-21709 UNION DUES	12/13 Union Dues			\$110.00
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$110.00
Claim#	3732 CROIX OIL	Ck# 022069	1/14/2014		
Cash Payment	E 101-43000-212 MOTOR FUELS	12/13 Motor Fuels			\$107.77
	Invoice				
Cash Payment	E 601-49000-212 MOTOR FUELS	12/13 Motor Fuels			\$23.10
	Invoice				
Cash Payment	E 602-49100-212 MOTOR FUELS	12/13 Motor Fuels			\$23.09
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$153.96
Claim#	3733 CITY OF FALCON HEIGHTS	Ck# 022068	1/14/2014		
Cash Payment	E 101-42100-321 FIRE CALLS	12/13 Fire Calls			\$1,830.72
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$1,830.72
Claim#	3734 XCEL ENERGY, STREET LIGHTING	Ck# 022077	1/14/2014		
Cash Payment	E 101-43000-380 STREET LIGHT UTILITY	12/13 Bridge Lights			\$32.20
	Invoice				
Cash Payment	E 101-43000-380 STREET LIGHT UTILITY	12/13 Street Lights			\$154.32
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$186.52
Claim#	3736 LILLIE SUBURBAN NEWS	Ck# 022073	1/14/2014		
Cash Payment	E 101-41100-352 PUBLIC INFO NOTICES	Public Notice - Zoning			\$38.00
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$38.00
Claim#	3737 MN DEPT OF LABOR AND INDUST	Ck# 022074	1/14/2014		
Cash Payment	E 101-43400-443 SURCHARGE REPORT	4Q2013 Surcharge Reports			\$107.25
	Invoice				
Cash Payment	E 101-43400-443 SURCHARGE REPORT	3Q2013 Surcharge Reports			\$167.02
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$274.27
Claim#	3738 GOPHER STATE ONE-CALL	Ck# 022071	1/14/2014		
Cash Payment	E 101-43400-386 GOPHER STATE ONE CA	12/13 Locates			\$10.15
	Invoice				
Transaction Date	1/3/2014	Due 0	NORTH STAR CHE	10100	Total \$10.15
Claim#	3739 XCEL ENERGY, CITY HALL	Ck# 022076	1/14/2014		
Cash Payment	E 101-43000-381 ELECTRIC	12/13 City Utilities			\$168.31
	Invoice				
Cash Payment	E 101-43000-383 GAS UTILITIES	12/13 City Utilities			\$417.76
	Invoice				
Transaction Date	1/6/2014	Due 0	NORTH STAR CHE	10100	Total \$586.07
Claim#	3743 CITY OF FALCON HEIGHTS	Ck# 022068	1/14/2014		
Cash Payment	E 101-45200-371 NON-RESIDENT REIMBU	2013 Recreation Reimbursement			\$364.00
	Invoice				
Transaction Date	1/8/2014	Due 0	NORTH STAR CHE	10100	Total \$364.00

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***Claim Register©**

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JANUARY 2014

Claim#	3744 HUGHES AND JOSEPH	Ck# 022072	1/14/2014		
Cash Payment	E 101-41500-300 LEGAL FEES - PROSECU	12/13 Legal Fees			\$850.00
	Invoice				
Transaction Date	1/8/2014	Due 0	NORTH STAR CHE	10100	Total \$850.00
Claim#	3745 G & K SERVICES	Ck# 022070	1/14/2014		
Cash Payment	E 601-49000-425 CLOTHING	12/13 PW Clothing			\$50.84
	Invoice				
Cash Payment	E 602-49100-425 CLOTHING	12/13 PW Clothing			\$50.84
	Invoice				
Transaction Date	1/8/2014	Due 0	NORTH STAR CHE	10100	Total \$101.68
Claim#	3746 SPRINT PCS	Ck# 022075	1/14/2014		
Cash Payment	E 602-49100-391 TELEPHONE/PAGERS	12/13 PW Cell Phones			\$18.47
	Invoice				
Cash Payment	E 101-43000-391 TELEPHONE/PAGERS	12/13 PW Cell Phones			\$36.93
	Invoice				
Cash Payment	E 601-49000-391 TELEPHONE/PAGERS	12/13 PW Cell Phones			\$18.47
	Invoice				
Transaction Date	1/8/2014	Due 0	NORTH STAR CHE	10100	Total \$73.87
	Claim Type	Direct		Tota	\$4,579.24

Pre-Written Check	\$4,579.24
Checks to be Generated by the Compute	\$0.00
Total	\$4,579.24

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 14, 2014

ITEM NUMBER Official Newspaper

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City Council must designate an official newspaper at the first council meeting in January. For many years, the City Council has designated the *Roseville Review* and published all legal notices there. The *Review* sent a letter to the City indicating their desire to continue the relationship and the rates for 2014.

OPTIONS:

1. Designate the *Roseville Review* as the City's official newspaper.
2. Do not designate the *Roseville Review* as the City's official newspaper and provide staff with alternative suggestions.

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is designating the *Roseville Review* as the City's official newspaper for 2014.

COUNCIL ACTION:

Lillie Suburban Newspapers, Inc.

2515 E. Seventh Avenue
North St. Paul, MN 55109
(651) 777-8800

November 13, 2013

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

Dear Ms. Butkowski:

Thank you for the opportunity to bid on public notice publication services for the City of Lauderdale. Lillie Suburban Newspapers has been serving the needs of the Lauderdale area for 39 years, and is pleased to provide ongoing coverage of city government and school issues and community events.

Lillie Suburban Newspapers is the oldest weekly newspaper company in the St. Paul area. It was founded in 1938 by the late T. R. Lillie. His grandsons, Jeffery Enright and Ted H. Lillie, are continuing the family tradition of publishing award-winning community newspapers in the St. Paul suburbs.

It is our sincere desire to provide the best possible local news coverage in the Lauderdale area. Our experienced news staff provides readers with a well-balanced, lively and informative product each week. We realize that Lauderdale area residents look to the *Roseville Review* as one of their primary sources of information about city activities and meetings, and we will continue to publish the city's press releases and photos.

The *Roseville Review* has the official legal designation of Little Canada, Maplewood and the Roseville Area School District.

3 P.M. Friday is the deadline each week for submitting public notices to our office. Public notices should be directed to Anne Thillen, Lillie Suburban Newspapers, 2515 E. Seventh Ave., North St. Paul, MN 55109. Our fax number is 651/777-8288. Notices may also be sent via e-mail to:

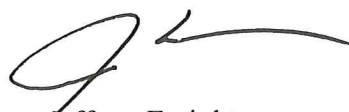
legals@lillienews.com

Legal publication rates for minutes, advertisements for bids and other notices are as follows:

\$10.00 per column inch for a one-time publication
\$9.00 per column inch for each additional publication

Thank you for considering the *Roseville Review* as the official legal newspaper for the City of Lauderdale for 2014. If you have any further questions, don't hesitate to call us.

Sincerely,



Jeffery Enright
Publisher



Ramsey County Review • Maplewood Review • Oakdale-Lake Elmo Review • Review Perspectives
New Brighton Bulletin • Shoreview Bulletin • St. Anthony Bulletin • South-West Review
Roseville-Little Canada Review • Woodbury-South Maplewood Review • East Side Review

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 14, 2014
ITEM NUMBER 2014 Investment Policy
STAFF INITIAL AB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council reviews and updates the City's Investment Policy in order to keep the policy current and applicable to the City's needs. Staff does not recommend any changes to the policy for 2014.

OPTIONS:

Adopt or amend the 2014 investment policy.

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council adopts the 2014 Investment Policy as presented.

COUNCIL ACTION:

City of Lauderdale

2014 Investment Policy

1.0 Policy:

It is the policy of the City of Lauderdale to invest public funds in a manner which will provide the highest investment return with the maximum security - while meeting the daily cash flow demands of the City in accordance with all state and local statutes governing the investment of public funds.

2.0 Definitions:

Investment Designee - the investment designee is an employee of the City designated by the City Administrator to perform the investment function within the provisions set forth in this policy and in Minnesota State Statutes.

3.0 Scope:

This investment policy applies to all financial assets of Lauderdale. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

101	General Fund
201-203	Special Revenue Funds
301-304	Debt Service Funds
401-413	Capital Improvement Funds
601-602	Sewer and Storm Sewer Funds

4.0 Objectives:

1. Liquidity: The City Administrator or investment designee shall assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, and debt service.

2. Safety: Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required. Speculation is prohibited.

3. Return: The investment portfolio shall be designated to attain a market average rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio.

5.0 Prudence:

All investment transactions shall be made with a degree of judgment and care. The standard of prudence, meaning not for speculation and with consideration of the probable safety of the capital as well as the probable investment return derived from assets, will be applied in all investment transactions.

6.0 Cash Management Procedures:

Cash management is essential to a good investment program. The City Administrator has responsibility to organize and establish procedures for effective cash management, based on the following guidelines:

1. Cash flow projections will be prepared at the beginning of each budget year.
2. At a minimum the checking account balance of the City shall always be kept at the amount necessary to cover outstanding checks.
3. All investments will be made with the intent they will be held to maturity.
4. At least three bids will be sought for each security purchased.
5. The investment records will be reviewed and updated as investments mature or are purchased.
6. Each month the investment records will be balanced to the financial records.
7. Each month, the investment designee shall submit an investment report to the City Administrator.
8. Interest earnings will be allocated to the various City funds monthly (see section 9).
9. Within 30 days of the end of each quarter, the City Administrator or investment designee shall submit an investment report to the City Council that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report will include an appendix that discloses all transactions during the past quarter.
10. Each quarterly report shall indicate areas of policy concern and suggested or planned revision of investment strategies.

11. Within 40 days of the end of the fiscal year, the City Administrator or investment designee shall present a comprehensive annual report to the City Council on the investment program and investment activity. The annual report shall include 12 months and separate quarterly comparisons of return and shall suggest policies and improvements that might be made in the investment program.

7.0 Authorized and Suitable Investments: - See Appendix A for Complete Definitions

1. It is the policy of the City of Lauderdale that available funds be invested at the best rates obtainable at the time of investment in conformance with the legal and administrative guideline outlined herein. U.S. Treasury Obligations and Federal Agency Securities will be given preference when the yields are equal to or greater than alternative investments.

2. The City of Lauderdale shall exclude mortgage derivative products that are “high risk” per Minnesota Statute 118A.04. Documentation of compliance (the results of three separate independent statutory (Impact) tests all indicating that the security is not “High Risk”) will be kept on file for auditing and review purposes.

3. The investments of the City of Lauderdale will be made in accordance with Minnesota statutes and be further restricted to the following:

a. United States Treasury Obligations

b. Federal Agencies Securities

c. Repurchase Agreements (Repo’s) - Repo transactions are restricted to:

1. A primary reporting dealer in U.S. government securities who reports to the Federal Reserve Bank of New York, or

2. National or state banks in the U.S. which is a member of the Federal Reserve system and whose combined capital and surplus equals or exceeds \$10,000,000.

3. A securities broker-dealer having its primary executive office in Minnesota and licensed pursuant to Chapter 80A, or an affiliate of it, registered by the SEC and maintaining a combined capital and surplus of \$40,000,000 or more, exclusive of subordinated debt.

4. The City of Lauderdale shall receive a confirmation/safekeeping receipt with a complete description of the collateral on the Repo.

d. Certificates of Deposit

1. All Certificates of Deposit purchased by the City of Lauderdale are secured by FDIC Insurance. Amounts in excess of \$250,000 shall be secured in accordance with Minnesota Statutes.

e. Bankers Acceptances

1. Banker's Acceptances shall be restricted to the 50 largest banks in the United States (as measured by deposits). Investments in banker's acceptances shall not be made if news leads offer concerns over the financial condition of these banks.

2. The broker, dealer, or bank shall verify that the banker's acceptance is eligible for purchase by the Federal Reserve System.

f. Commercial Paper

1. Commercial Paper shall be restricted to issues that mature in 270 days or less with a rating of A-1 (Moody's), P-1 (Standard & Poors), or F-1 (Fitch) among at least two of these three rating agencies.

g. Money Market Funds

1. The fund shall consist of United States Treasury obligations and federal agency issues and be consistent with the City of Lauderdale's objective of preservation of capital.

3. Safekeeping - Investments may be held with:

1. Any Federal Reserve bank.

2. Any bank authorized under the laws of the United States or any State to exercise corporate trust powers, including but not limited to the bank from which the investment is purchased.

3. A primary reporting dealer in United States government securities whom reports to the Federal Reserve Bank of New York.

4. A securities broker-dealer as described in section 7.3, subpart c: 3.

The City's ownership of all securities in which the fund is invested shall be evidenced by a written acknowledgment identifying the securities by name of issue, maturing date, interest rate, and serial number or other distinguishing mark.

8.0 Diversification:

The City Administrator or investment designee shall diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific investments, individual financial institutions, or maturities. Diversification strategies shall be determined and revised periodically by the City Council for all funds.

- 1. Institutions** - Diversity between financial institutions used.
 - a. No more than 60% of the investment portfolio, or \$2,000,000 (whichever is less) shall be invested with any one investment company.
 - b. No funds may be invested in any one investment company in excess of the amount insured by it.
- 2. Maturities** - Diversity in length of maturities.
 - a. Investments shall be made to assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, debt service, and planned projects.
 - b. No investments shall be made with a term over 10 years unless with prior approval from the City Council.
- 3. Investments** - The City should maintain a diversity of investments.
 - a. With the exception of Certificates of Deposit, U.S. Treasury securities, authorized pools, and Federal Agencies (backed by the full faith and credit of the U.S. Government) - no more than 20% of the entity's total investment portfolio may be invested any one of the following: Repurchase Agreements, Banker's Acceptances, or Commercial Paper.

9.0 Pooling of Investments:

For the purposes of making the maximum amount of funds available for investment, the cash for all City funds is pooled in an investment account. Interest earnings are allocated among the various funds based upon their average cash balance.

10.0 Authorized Financial Dealers & Institutions:

1. At the beginning of each year, the City Council approves depositories and investment firms.
2. All dealers and institutions must qualify as set out in Section 7.3, subpart c.

3. A current annual statement shall be kept on file for each bank, broker, or dealer with whom business is done.
4. All dealers and institutions must have at least \$500,000 of Securities Investor Protection Corporation (SIPC) insurance.
5. Before engaging in investment transactions with the City of Lauderdale, the supervising officer at the securities broker/dealer shall submit a certification of "Notification to Broker and Certification by Broker Pursuant To Minnesota Statute 118A.04." Said certification will state that the broker/dealer has reviewed the investment policies and objectives, as well as applicable state law, and agrees to disclose potential conflicts or risk to public funds that might arise out of business transactions between the securities broker/dealer firm and the City of Lauderdale. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City of Lauderdale's funds.
6. The City will minimize investment Custodial Credit Risk by permitting brokers that obtained investments for the City to hold them only to the extent there is SIPC and excess SIPC coverage available. Securities purchased that exceed available SIPC coverages shall be transferred to the City's custodian.

11.0 Collateralization and Custodial Credit Risk

The City will minimize deposit Custodial Credit Risk, which is the risk of loss of failure of the depository bank (or credit union), by obtaining collateral or bond for all uninsured amounts on deposit, and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

The City of Lauderdale will follow Minnesota statutes regarding the use of collateral requirements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be at least ten percent (10%) more than the amount on deposit plus accrued interest at the close of the business day. To the extent that funds deposited are in excess of available federal deposit insurance, the government entity shall require the financial institution to furnish collateral security.

Assignment: Any collateral pledged shall be accompanied by a written assignment to the government entity from the financial institution. The written assignment shall recite that, upon default, the financial institution shall release to the government entity on demand, free of exchange or any other charges, the collateral pledged. Interest earned on assigned collateral will be remitted to the financial institution so long as it is not in default. The government entity may sell the collateral to recover the amount due. Any surplus from the sale of collateral shall be payable to the financial institution, its assigns, or both.

12.0 Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Administrator and City Council any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions over \$50,000 that could be related to the performance of this jurisdiction's portfolio. Employees and officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to timing of purchases and sales.

13.0 Annual Review:

In order to keep this policy current and applicable to the City's needs, it will be the practice of the City Council to review and approve the investment policy before or within the first quarter of each year.

Appendix A

Eligible Instruments for City Investment

“All investments must comply with the City’s investment policy and Minnesota Statutes”

1. United States Treasury Obligations constitute the largest segment of the market for fixed income securities. In general, treasury securities are the safest and most marketable securities and yield the lowest return for a given maturity of all instruments.

U.S. Treasury Bills carry the full faith and credit guarantee of the U.S. Government and are issued at a discount from par and mature in one year or less. (\$10,000 minimum).

U.S. Treasury Notes & Bonds are also guaranteed by the U.S. Government, and have a semi-annual interest coupon and original maturities 2 to 30 years. Maturities under four years (\$5,000 minimum): 4 years or longer (\$1,000 minimum).

U.S. Treasury STRIPS and Treasury Receipts are zero coupon securities, with maturities ranging from 6 months to 30 years. (\$1,000 minimum).

2. Federal Agency Securities are obligations of various agencies and corporations chartered by the federal government and guaranteed by the agency issuing the security.

FHLB - Federal Home Loan Bank borrows funds in the securities markets in order to provide savings and loans with an adequate flow of funds for the home mortgage market. Maturities range from 1 to 30 years. (\$10,000 minimum).

FNMA - Federal National Mortgage Association (Fannie Mae) is the largest single holder of residential mortgages, and finances its purchases through sales of debentures ranging from 1 to 30 years. (\$10,000 minimum).

FFCB - Federal Farm Credit Consolidated Bonds are joint obligations of the 37 Farm Credit Banks (12 Federal Land Banks, 12 Federal Intermediate Credit Banks and 13 Banks for Cooperatives). They come to market each month with 3 month, 6 month, and 1 year maturities - and occasionally a longer maturity. (\$5,000 minimum).

FHLMC - Federal Home Loan Mortgage Corporation (Freddie Mac) increases the availability of mortgage credit by maintaining an active, nation-wide secondary market for mortgages. Maturities range from 1 to 30 years. (\$10,000 minimum).

SLMA - Student Loan Marketing Association (Sallie Mae) provides liquidity for lenders engaged in the Federal Guaranteed Student Loan Program. Sallie Mae offers fixed rate and floating rate securities with maturities from 6 months to 30 years. (\$10,000 minimum).

GNMA - Government National Mortgage Association Notes (Ginnie Mae) is the only U.S Treasury Guarantee Backed Agency. They issue mortgage securities and pay back both interest and principle. They offer 6 month to 30 year maturities. (\$25,000 minimum).

REFCORP Strips - Resolution Funding Corporation provides financing for the Resolution Trust Corporation, which was created to help the government in the sale and disposition of failed thrifts and their assets. Refcorp Strips and zero coupon securities rang in maturity from 6 months to 30 years. (\$1,000 minimum).

TVA - Tennessee Valley Authority issues primarily long-term securities for the power creation arm of the TVA.

Agency Discount Notes are issued by the Federal Farm Credit, Federal Home Loan, Fannie Mae, Freddie Mac, and Sallie Mae. These are issued at a discount and have maturities ranging from 1 to 360 days. (\$100,000 minimum).

3. Repurchase Agreements (Repo's) provide for the sale of short-term securities by a securities dealer to investors, such as cities, with an agreement to repurchase the securities at a specified future date. The investor receives a given yield while holding the security and the repurchase price is guaranteed in advance. The length of the holding period is tailored to the investor - usually of very short duration. Rates are related to Treasury Bills, federal funds, and loans to government security dealers by commercial banks.

4. Certificate of Deposits (CD's) are the deposit of funds at a commercial bank for a specified period of time and at a specified rate of interest. Yields on Certificates of Deposit tend to be higher than on Treasury Bills of comparable maturity.

5. Commercial Paper is an unsecured promissory note with a fixed maturity of no more than 270 days. Commercial Paper is normally sold at a discount from face value.

6. Banker's Acceptances are short-term, non-interest-bearing notes sold at discount and redeemed at face value. It is secured by the goods which it finances - the bank accepts the draft, and the issuers promise to pay. These notes trade at a rate equal to, or slightly higher than Certificates of Deposit - depending on market supply and demand.

7. Money Market Funds are short term, high quality investments sold by large banks. These instruments include Treasury Bills and notes, Certificates of Deposits, Commercial Paper, Banker's Acceptances, and Federal Agency Securities.

8. State of Minnesota & its Agencies - Bonds that are issued by the State of Minnesota or any of its agencies. The bonds are backed by the full faith of the State of Minnesota or collateralized with mortgages.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 14, 2014
ITEM NUMBER Investment Institutions
STAFF INITIAL DB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council names a depository for city funds and the city's investment brokers. The attached resolution names North Star Bank and the same investment companies as last year.

OPTIONS:

1. Adopt resolution 011414A - Designating Official Depository & Investment Institutions.
2. Do not adopt the resolution and direct staff to find an alternate depository or investment institutions.

STAFF RECOMMENDATION:

Motion to adopt resolution 011414A - Designating Official Depository & Investment Institutions for 2014.

COUNCIL ACTION:

RESOLUTION NO. 011414A

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

**RESOLUTION DESIGNATING
OFFICIAL DEPOSITORY & INVESTMENT INSTITUTIONS**

BE IT HEREBY RESOLVED, that North Star Bank is designated as a depository for the funds of the City of Lauderdale.

BE IT FURTHER RESOLVED, that before any deposits are made that exceed the amount that is guaranteed by the Federal Deposit Insurance Corporation (FDIC), the depository must supply to the city a corporate surety bond in the amount of at least 10 percent more than the amount on deposit plus accrued interest at the close of the business day. The bond is subject to the approval of the city council.

BE IT FURTHER RESOLVED, that in lieu of the above bond, the depository may furnish collateral in the manner and to the extent permitted by law. All such collateral must be approved by the council and accompanied by a written assignment providing that, upon default, the financial institution shall release to the city on demand, free of exchange or any other charges, the collateral pledged.

BE IT FURTHER RESOLVED, all collateral must be placed in safekeeping in a restricted account at either a Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution that is furnishing the collateral. In case of default upon the part of the depository, the council of the city shall have full power and authority to sell such collateral or as much as may be necessary to realize the full amount due the city over such federal guarantee.

BE IT FURTHER RESOLVED, that checks of the city drawn from the official depository shall be signed by the mayor and city administrator or other council member authorized as a signer on the account in the absence of either the mayor or the city administrator. Additionally, the city administrator and his/her authorized designee have authority to transfer funds from an official depository or investment institution to another for the purpose of investing city funds.

BE IT FURTHER RESOLVED, North Star Bank, Morgan Stanley Smith Barney, Northland Securities, RBC Capital Markets, Piper Jaffrey/US Bancorp Investments, Financial Northeastern Companies, ICD Securities, and the 4M Fund/Voyager Asset Management are the city's investment institutions and brokers for 2014.

Adopted this 14th day of January 2014, by the Council of the City of Lauderdale.

(ATTEST)

Jeff Dains, Mayor


(SEAL)

Heather Butkowski, City Administrator

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 14, 2014
ITEM NUMBER FH Recreation Agreement
STAFF INITIAL 
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Falcon Heights would like to continue offering recreation programs in Lauderdale. Tai Kwan Do, Boot Camp, and yoga are planned to be offered this year.

Staff from the two cities updated last year's agreement (attached). The agreement clarifies expectations and addresses issues of liability.

If the Council is interested in continuing the relationship, please review the attached agreement. The agreement can always be amending during the meeting.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the Recreation Agreement with the City of Falcon Heights as presented.

COUNCIL ACTION:

**City of Falcon Heights
City of Lauderdale**

Recreation Agreement

THIS AGREEMENT is effective January 1, 2014, through December 31, 2014, by and between the City of Lauderdale, 1891 Walnut Street ~ Lauderdale, MN 55113, and the City of Falcon Heights, 2077 W. Larpenteur Ave ~ Falcon Heights, Minnesota 55113. Falcon Heights agrees to provide recreation programs within the City of Lauderdale. Lauderdale agrees to provide facility space for the programs.

The Cities of Lauderdale and Falcon Heights agree to the following obligations:

1. Falcon Heights agrees to:

- Provide recreation programs and experiences to Lauderdale residents for the same fee as paid by Falcon Heights' residents. Lauderdale will reimburse Falcon Heights the difference between the resident and non-resident rate for recreation programs and experiences held at Falcon Heights' facilities. Lauderdale will not reimburse Falcon Heights if the programs are held at Lauderdale facilities.
- Coordinate registration, supervision, and program curriculum appropriate for the recreation program.
- The recreation programs held at Lauderdale City Hall will include, but not be limited to, Tae Kwon Do, Boot Camp, and Yoga.
- Provide program staff, program supplies and equipment, and program maintenance support for the agreed upon recreation program.

2. Lauderdale agrees to:

- Provide program space at Lauderdale City Hall and at Lauderdale Community Park. The City of Lauderdale agrees to provide regular facility and park maintenance such as sweeping the floor and supplying tables requested by Falcon Heights.
- Provide facilities access and keys to Falcon Heights Park and Recreation Staff.

Liability

Falcon Heights shall defend and indemnify Lauderdale and its employees, officers, volunteers and agents for any claims against Lauderdale arising from Falcon Heights's performance or failure to perform its duties under this Agreement.

Lauderdale shall defend and indemnify Falcon Heights and its employees, officers, volunteers and agents for any claims against Falcon Heights arising from Lauderdale's performance or failure to perform its duties under this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and the other party, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for the parties may not be added together to determine the maximum amount of liability for any party.

Employees of Falcon Heights and Lauderdale shall remain employees of their respective cities regardless of where services are provided under this Agreement. Each party shall be responsible for injuries to or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing services pursuant to this Agreement. Each party waives the right to sue the other party for any workers' compensation benefits paid to its own employees or their dependants, even if the injuries were caused wholly or partially by the negligence of the other party.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

City of Falcon Heights

City of Lauderdale

Mayor Peter Lindstrom

Mayor Jeffrey Dains

Date: _____

Date: _____

City Administrator
Bart Fischer

City Administrator
Heather Butkowski

Date: _____

Date: _____


**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 14, 2014

ITEM NUMBER Pay Equity Report

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every three years the City must document for Minnesota Management and Budget (MMB) that it is in compliance with the pay equity act. To demonstrate pay equity compliance, the City uses a points scale to compare traditionally male jobs with comparable female jobs. As far as I know, the City has not revisited the points scale in many years because the scope of the jobs have remained fundamentally the same.

Attached are the compliance and implementation reports that will be submitted to MMB.

OPTIONS:

STAFF RECOMMENDATION:

By approving the Consent Agenda the Council directs staff to submit the pay equity data presented to Minnesota Management and Budget.

COUNCIL ACTION:

Minnesota Pay Equity Management System - Lauderdale(14-No Submission)

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Compliance Report

Jurisdiction: Lauderdale

Report Year: 2014

Case:1 - Private (Jur Only)

Contact:	Name	Title	Phone	Email
	Heather	City	651-	
	Butkowski	Administrator	792-	admin@ci.lauderdale.mn.us
			7650	

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity Report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the guidebook.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	4	1	0	5
# Employees	4	1	0	5
Avg.Max Monthly Pay Per Employee	4,625.75	7,249.00		5,150.40

II. STATISTICAL ANALYSIS TEST

A. UNDERPAYMENT RATIO = 0.00 * Male Classes Female Classes

a. # at or above Predicted Pay		2	1
b. # Below Predicted Pay		2	0
c. TOTAL		4	1
d. % Below Predicted Pay (b divided by c = d)		50.00	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 3	Value of T = -9.991
--------------------------------	---------------------

- a. Avg.diff.in pay from predicted pay for male jobs = \$0
- b. Avg.diff.in pay from predicted pay for female jobs = \$1,218

III. SALARY RANGE TEST = 100.00% (Result is A divided by B)

- A. Avg.# of years to max salary for male jobs = 3.00
- B. Avg.# of years to max salary for female jobs = 3.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00% (Result is B divided by A)

- A. % of male classes receiving ESP 0.00 *
- B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

[Go To Implementation Form](#)

[View Another Case](#)

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at pay.equity@state.mn.us so that we can follow up.
Thank you.

Minnesota Pay Equity Management System - Lauderdale(14-No Submission)

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Pay Equity Implementation Form

Information entered on this page is not saved until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Lauderdale

Jurisdiction Type: CITY - City

1891 Walnut Street
Lauderdale

Contact:	Name	Title	Phone	Email
	Heather Butkowski	City Administrator	651-792-7650	admin@ci.lauderdale.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used

was:

Describe: (*less than 240 characters)

MAMA

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and and female classes are not at a disadvantage.

3. An official notice has been posted at:

(prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

(governing body) (*less than 60 characters)

(chief elected official)(*less than 60 characters)

(title) (*less than 60 characters)

Part C: Total Payroll

is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at pay.equity@state.mn.us so that we can follow up.

Thank you.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 14, 2014

ITEM NUMBER November Finances

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month I provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for November 2013.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's finance report for November 2013.

COUNCIL ACTION:

CITY OF LAUDERDALE

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Cash Balances

Current Period: NOVEMBER 2013

FUND Descr	Account	MTD Debit	MTD Credit	Current Balance
CASH				
GENERAL	G 101-10100	\$267,971.79	\$104,737.93	-\$2,587,588.35
COMMUNITY EVENTS	G 201-10100	\$1,084.13	\$161.11	\$9,615.50
COMMUNICATIONS	G 202-10100	\$1.45	\$1,736.40	\$16,236.27
RECYCLING	G 203-10100	\$17,409.19	\$3,378.41	\$115,040.98
03 ST/UTIL IMP DEBT SERVICE	G 304-10100	\$21,380.31	\$10,242.50	\$185,764.05
CAPITAL IMPROVEMENT STREETS	G 401-10100	\$50.62	\$0.00	\$568,559.70
CAPITAL IMPROVEMENTS	G 402-10100	\$9.48	\$1,677.55	\$106,462.67
CAPITAL IMPROVE STORM WATER	G 403-10100	\$16.08	\$0.00	\$180,663.30
PARK IMPROVEMENT	G 404-10100	\$25.69	\$0.00	\$288,499.43
TIF-PROJECTS	G 405-10100	\$96,951.19	\$44,233.97	\$465,720.55
SEWER IMPROVEMENT	G 407-10100	\$38.80	\$0.00	\$435,851.45
SEWER UTILITIES	G 601-10100	\$11,230.40	\$14,697.54	\$421,144.46
STORM SEWER ENTERPRISE FUND	G 602-10100	\$5,118.30	\$4,066.64	\$82,960.38
Total CASH		\$421,287.43	\$184,932.05	\$288,930.39
PETTY CASH				
GENERAL	G 101-10200	\$0.00	\$0.00	\$400.00
Total PETTY CASH		\$0.00	\$0.00	\$400.00
INVESTMENTS				
GENERAL	G 101-10400	\$297.87	\$100,000.00	\$3,056,708.03
Total INVESTMENTS		\$297.87	\$100,000.00	\$3,056,708.03
Grand Total		\$421,585.30	\$284,932.05	\$3,346,038.42

CITY OF LAUDERDALE

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*Revenue Guideline©

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Current Period: NOVEMBER 2013

		2013	2013	NOVEMBER	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
GENERAL						
Active	R 101-31010 CURRENT AD VALORE	\$488,203.00	\$299,226.52	\$52,408.28	\$188,976.48	61.29%
Active	R 101-31020 DELINQUENT AD VALO	\$0.00	\$16,929.83	\$5,576.61	-\$16,929.83	0.00%
Active	R 101-31030 FORFEITED TAX SALE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-31040 FISCAL DISPARITIES	\$121,912.00	\$123,025.21	\$56,705.34	-\$1,113.21	100.91%
Active	R 101-32000 LICENSE AND PERMIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32110 3.2 ALCHOLIC LICENSE	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
Active	R 101-32120 CIGARETTE LICENSE	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	R 101-32130 GARBAGE HAULERS LI	\$1,000.00	\$1,408.00	\$0.00	-\$408.00	140.80%
Active	R 101-32140 HEATING/AC LICENSE	\$600.00	\$650.00	\$0.00	-\$50.00	108.33%
Active	R 101-32150 TREE COMPANIES LIC	\$300.00	\$450.00	\$0.00	-\$150.00	150.00%
Active	R 101-32160 GAS STATION LICENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32170 DRIVEWAY CONTRACT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32180 RENTAL HOUSING LIC	\$3,000.00	\$4,595.50	\$2,085.50	-\$1,595.50	153.18%
Active	R 101-32210 BUILDING PERMITS	\$6,000.00	\$13,953.31	\$372.70	-\$7,953.31	232.56%
Active	R 101-32211 ZONING PERMIT APPLI	\$500.00	\$1,400.00	\$0.00	-\$900.00	280.00%
Active	R 101-32225 PLAN REVIEW FEE	\$1,000.00	\$2,263.96	\$0.00	-\$1,263.96	226.40%
Active	R 101-32230 PLUMBING PERMITS	\$700.00	\$1,152.00	\$0.00	-\$452.00	164.57%
Active	R 101-32240 ANIMAL LICENSES	\$250.00	\$350.00	\$40.00	-\$100.00	140.00%
Active	R 101-32270 HEATING A/C PERMIT	\$1,000.00	\$1,619.50	\$49.00	-\$619.50	161.95%
Active	R 101-32280 STREET EXCAVATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33401 LOCAL GOVERNMENT	\$516,153.00	\$258,076.50	\$0.00	\$258,076.50	50.00%
Active	R 101-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33405 PERA RATE INCREASE	\$1,198.00	\$599.00	\$0.00	\$599.00	50.00%
Active	R 101-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33623 MET COUNCIL - LIV CO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33624 LIVABLE COMMUNITIE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34101 CITY HALL/PARK RENT	\$4,000.00	\$7,737.00	\$535.00	-\$3,737.00	193.43%
Active	R 101-34103 ADMINISTRATIVE FEE	\$0.00	\$25.00	\$0.00	-\$25.00	0.00%
Active	R 101-34105 SALE OF PUBLICATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34107 ASSESSMENT SEARCH	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34109 COPIES	\$50.00	\$91.27	\$0.00	-\$41.27	182.54%
Active	R 101-34110 VARIANCE FEES	\$0.00	\$150.00	\$0.00	-\$150.00	0.00%
Active	R 101-34111 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34112 CONDITIONAL USE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34113 ZONING AMENDMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34114 ADVERTISING SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34115 GENERAL GOVERNME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34116 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34201 FALSE SECURITY ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34202 FALSE FIRE ALARM - FI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-34203 FIRE INSPECTION FEE	\$1,000.00	\$75.00	\$0.00	\$925.00	7.50%
Active	R 101-34205 FIRE CALL REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-35101 COURT FINES	\$37,000.00	\$41,356.29	\$4,172.31	-\$4,356.29	111.77%
Active	R 101-36100 SPECIAL ASSESMENT	\$0.00	\$1,882.96	\$1,685.44	-\$1,882.96	0.00%
Active	R 101-36101 PRINCIPAL	\$0.00	-\$92.00	\$0.00	\$92.00	0.00%
Active	R 101-36102 PENALTIES & INTERES	\$0.00	\$971.84	\$951.87	-\$971.84	0.00%
Active	R 101-36103 TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36211 INVESTMENT INTERES	\$2,000.00	\$1,916.48	\$41.77	\$83.52	95.82%
Active	R 101-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36231 DOG PARK DONATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF LAUDERDALE

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*Revenue Guideline©

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Current Period: NOVEMBER 2013

		2013 YTD Budget	2013 YTD Amt	NOVEMBER MTD Amt	2013 YTD Balance	% of Budget
Active	R 101-36240 SURCHARGES	\$300.00	\$697.40	\$14.00	-\$397.40	232.47%
Active	R 101-36250 REFUNDS & REIMBURS	\$0.00	\$1,676.82	\$0.00	-\$1,676.82	0.00%
Active	R 101-36252 LMC INSURANCE REFU	\$0.00	\$1,982.00	\$0.00	-\$1,982.00	0.00%
Active	R 101-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total GENERAL	\$1,187,216.00	\$784,169.39	\$124,637.82	\$403,046.61	66.05%
COMMUNITY EVENTS						
Active	R 201-34785 PARK EVENTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34786 WINTER EVENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34787 GARAGE SALE	\$50.00	\$75.00	\$0.00	-\$25.00	150.00%
Active	R 201-34788 DAY IN THE PARK	\$800.00	\$1,409.00	\$0.00	-\$609.00	176.13%
Active	R 201-34789 MUSIC UNDER THE TR	\$400.00	\$760.00	\$0.00	-\$360.00	190.00%
Active	R 201-34790 MUGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34791 POP SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34792 T-SHIRT SALES	\$100.00	\$112.00	\$0.00	-\$12.00	112.00%
Active	R 201-34793 FUN RUN/WALK	\$700.00	\$1,695.46	\$825.27	-\$995.46	242.21%
Active	R 201-34794 NATIONAL NIGHT OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34795 HALLOWEEN DONATIO	\$600.00	\$854.00	\$258.00	-\$254.00	142.33%
Active	R 201-36211 INVESTMENT INTERES	\$50.00	\$30.92	\$0.86	\$19.08	61.84%
Active	R 201-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36255 MISC	\$100.00	\$93.36	\$0.00	\$6.64	93.36%
Active	R 201-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39201 TRANSFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total COMMUNITY EVENTS	\$2,800.00	\$5,029.74	\$1,084.13	-\$2,229.74	179.63%
COMMUNICATIONS						
Active	R 202-33600 GRANTS & AID FROM L	\$0.00	\$4,939.00	\$0.00	-\$4,939.00	0.00%
Active	R 202-36211 INVESTMENT INTERES	\$100.00	\$63.29	\$1.45	\$36.71	63.29%
Active	R 202-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36253 CABLE FRANCHISE RE	\$20,000.00	\$15,446.25	\$0.00	\$4,553.75	77.23%
	Total COMMUNICATIONS	\$20,100.00	\$20,448.54	\$1.45	-\$348.54	101.73%
RECYCLING						
Active	R 203-33621 METROPOLITAN COUN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-33622 COUNTY GRANTS	\$4,800.00	\$0.00	\$0.00	\$4,800.00	0.00%
Active	R 203-36100 SPECIAL ASSESMENT	\$35,000.00	\$35,685.61	\$17,270.98	-\$685.61	101.96%
Active	R 203-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36102 PENALTIES & INTERES	\$0.00	-\$152.65	\$127.98	\$152.65	0.00%
Active	R 203-36211 INVESTMENT INTERES	\$300.00	\$428.53	\$10.23	-\$128.53	142.84%
Active	R 203-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36255 MISC	\$0.00	\$307.00	\$0.00	-\$307.00	0.00%
Active	R 203-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total RECYCLING	\$40,100.00	\$36,268.49	\$17,409.19	\$3,831.51	90.45%
TAX INCREMENT DEBT SERVICE						
Active	R 301-31040 FISCAL DISPARITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31050 TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31051 DELINQUENT TAX INC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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		2013	2013	NOVEMBER	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 301-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39205 TRANS FROM TIF PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total TAX INCREMENT DEBT SERVICE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
00 ST/UTIL IMP DEBT SERVICE						
Active	R 302-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 00 ST/UTIL IMP DEBT SERVICE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 ST/UTIL IMP DEBT SERVICE						
Active	R 303-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 02 ST/UTIL IMP DEBT SERVICE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03 ST/UTIL IMP DEBT SERVICE						
Active	R 304-36100 SPECIAL ASSESMENT	\$34,000.00	\$34,941.28	\$18,343.63	-\$941.28	102.77%
Active	R 304-36102 PENALTIES & INTERES	\$5,000.00	\$4,922.71	\$3,020.14	\$77.29	98.45%
Active	R 304-36211 INVESTMENT INTERES	\$1,000.00	\$683.17	\$16.54	\$316.83	68.32%
Active	R 304-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 03 ST/UTIL IMP DEBT SERVICE		\$40,000.00	\$40,547.16	\$21,380.31	-\$547.16	101.37%
CAPITAL IMPROVEMENT STREETS						
Active	R 401-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36211 INVESTMENT INTERES	\$2,000.00	\$2,322.20	\$50.62	-\$322.20	116.11%
Active	R 401-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CAPITAL IMPROVEMENT STREETS		\$2,000.00	\$2,322.20	\$50.62	-\$322.20	116.11%
CAPITAL IMPROVEMENTS						
Active	R 402-36211 INVESTMENT INTERES	\$400.00	\$430.79	\$9.48	-\$30.79	107.70%
Active	R 402-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CAPITAL IMPROVEMENTS		\$400.00	\$430.79	\$9.48	-\$30.79	107.70%
CAPITAL IMPROVE STORM WATER						
Active	R 403-36211 INVESTMENT INTERES	\$1,000.00	\$740.40	\$16.08	\$259.60	74.04%
Active	R 403-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37300 STORM SEWER FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CAPITAL IMPROVE STORM WATER		\$1,000.00	\$740.40	\$16.08	\$259.60	74.04%

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		2013	2013	NOVEMBER	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
PARK IMPROVEMENT						
Active	R 404-33130 CDBG/DNR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-33400 STATE GRANTS AND AI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36211 INVESTMENT INTERES	\$1,000.00	\$1,174.45	\$25.69	-\$174.45	117.45%
Active	R 404-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39204 TRANS FROM COMMU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total PARK IMPROVEMENT	\$1,000.00	\$1,174.45	\$25.69	-\$174.45	117.45%
TIF-PROJECTS						
Active	R 405-31050 TAX INCREMENT	\$180,000.00	\$184,601.28	\$86,909.73	-\$4,601.28	102.56%
Active	R 405-31051 DELINQUENT TAX INC	\$0.00	\$3,833.38	\$0.00	-\$3,833.38	0.00%
Active	R 405-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-33419 LARPENTEUR AVE REI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36210 INTEREST EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36211 INVESTMENT INTERES	\$1,500.00	\$2,002.08	\$41.46	-\$502.08	133.47%
Active	R 405-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39200 INTERFUND OPERATIN	\$0.00	\$10,000.00	\$10,000.00	-\$10,000.00	0.00%
Active	R 405-39207 TRANS FROM DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total TIF-PROJECTS	\$181,500.00	\$200,436.74	\$96,951.19	-\$18,936.74	110.43%
SEWER IMPROVEMENT						
Active	R 407-36200 MISCELLANEOUS REV	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
Active	R 407-36211 INVESTMENT INTERES	\$2,000.00	\$1,786.20	\$38.80	\$213.80	89.31%
Active	R 407-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total SEWER IMPROVEMENT	\$52,000.00	\$1,786.20	\$38.80	\$50,213.80	3.44%
WATER UTILITY						
Active	R 409-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 409-36251 ST. PAUL WATER SUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total WATER UTILITY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 ST/UTIL CONSTRUCTION						
Active	R 412-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total 02 ST/UTIL CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03 ST/UTIL CONSTRUCTION						
Active	R 413-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total 03 ST/UTIL CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEVELOPMENT						
Active	R 414-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SEWER UTILITIES						
Active	R 601-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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		2013	2013	NOVEMBER	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 601-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36104 SEWER ASSESSMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36211 INVESTMENT INTERES	\$2,000.00	\$1,630.19	\$37.50	\$369.81	81.51%
Active	R 601-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37210 SEWER SALES AND SE	\$242,000.00	\$220,481.96	\$11,192.90	\$21,518.04	91.11%
Active	R 601-37215 DELINQUENT SEWER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total SEWER UTILITIES	<u>\$244,000.00</u>	<u>\$222,112.15</u>	<u>\$11,230.40</u>	<u>\$21,887.85</u>	<u>91.03%</u>
STORM SEWER ENTERPRISE FUND						
Active	R 602-36211 INVESTMENT INTERES	\$300.00	\$300.15	\$7.39	-\$0.15	100.05%
Active	R 602-37300 STORM SEWER FEE	\$61,000.00	\$67,192.89	\$5,110.91	-\$6,192.89	110.15%
Active	R 602-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total STORM SEWER ENTERPRISE FUND	<u>\$61,300.00</u>	<u>\$67,493.04</u>	<u>\$5,118.30</u>	<u>-\$6,193.04</u>	<u>110.10%</u>
GASB34						
Active	R 999-31010 CURRENT AD VALORE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total GASB34	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
	Report Total	<u>\$1,833,416.00</u>	<u>\$1,382,959.29</u>	<u>\$277,953.46</u>	<u>\$450,456.71</u>	<u>75.43%</u>

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		2013	2013	NOVEMBER	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-41200-440 MEETING EXPENS	\$200.00	\$74.71	\$0.00	\$0.00	\$125.29	37.36%
Active	E 101-41200-442 MISC	\$500.00	\$258.70	\$0.00	\$0.00	\$241.30	51.74%
Active	E 101-41200-530 FURNITURE & EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-531 OFFICE EQUIPMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-534 OFFICE FURNITUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-538 COMPUTER SOFT	\$1,000.00	\$614.53	\$614.53	\$0.00	\$385.47	61.45%
Active	E 101-41500-101 FULL TIME EMPLO	\$8,035.00	\$7,278.69	\$639.90	\$0.00	\$756.31	90.59%
Active	E 101-41500-103 PART TIME EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-104 TEMP EMPLOYEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-121 PERA CONTRIBUTI	\$583.00	\$527.65	\$46.39	\$0.00	\$55.35	90.51%
Active	E 101-41500-122 FICA CONTRIBUTI	\$615.00	\$556.83	\$48.95	\$0.00	\$58.17	90.54%
Active	E 101-41500-131 HEALTH INSURAN	\$1,200.00	\$1,100.00	\$100.00	\$0.00	\$100.00	91.67%
Active	E 101-41500-133 LIFE INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-151 WORKERS COMP	\$64.00	\$49.23	\$0.00	\$0.00	\$14.77	76.92%
Active	E 101-41500-201 GENERAL SUPPLIE	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41500-202 PERMENANT SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-300 LEGAL FEES - PRO	\$18,000.00	\$8,500.00	\$850.00	\$0.00	\$9,500.00	47.22%
Active	E 101-41500-301 AUDITING	\$14,000.00	\$13,688.00	\$0.00	\$0.00	\$312.00	97.77%
Active	E 101-41500-305 LEGAL FEES - CIVI	\$10,000.00	\$8,157.97	\$2,673.50	\$0.00	\$1,842.03	81.58%
Active	E 101-41500-327 OTHER SERV- SE	\$700.00	\$426.14	\$0.00	\$0.00	\$273.86	60.88%
Active	E 101-41500-331 TRAVEL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-352 PUBLIC INFO NOTI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-355 MISC PRINTING/PR	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
Active	E 101-41500-409 OTHER EQUIPMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-440 MEETING EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-530 FURNITURE & EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-539 VOTING MACHINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-202 PERMENANT SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-318 911 Dispatch	\$13,175.00	\$10,976.50	\$1,097.65	\$0.00	\$2,198.50	83.31%
Active	E 101-42100-319 POLICE CONTRAC	\$602,030.00	\$551,860.82	\$50,169.17	\$0.00	\$50,169.18	91.67%
Active	E 101-42100-320 FIRE CONTRACT	\$18,000.00	\$15,890.00	\$15,890.00	\$0.00	\$2,110.00	88.28%
Active	E 101-42100-321 FIRE CALLS	\$16,000.00	\$9,611.30	\$457.68	\$0.00	\$6,388.70	60.07%
Active	E 101-42100-322 FIRE FALSE ALAR	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-323 FIRE INSPECTION	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42100-355 MISC PRINTING/PR	\$0.00	\$18.72	\$6.24	\$0.00	-\$18.72	0.00%
Active	E 101-42100-360 INSURANCE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-42100-391 TELEPHONE/PAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-442 MISC	\$400.00	\$37.44	\$0.00	\$0.00	\$362.56	9.36%
Active	E 101-42100-530 FURNITURE & EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-101 FULL TIME EMPLO	\$28,348.00	\$27,783.24	\$2,381.33	\$0.00	\$564.76	98.01%
Active	E 101-43000-102 EMPLOYEE OVERT	\$3,000.00	\$901.35	\$0.00	\$0.00	\$2,098.65	30.05%
Active	E 101-43000-104 TEMP EMPLOYEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-121 PERA CONTRIBUTI	\$2,273.00	\$2,079.54	\$172.64	\$0.00	\$193.46	91.49%
Active	E 101-43000-122 FICA CONTRIBUTI	\$2,398.00	\$2,315.38	\$193.12	\$0.00	\$82.62	96.55%
Active	E 101-43000-131 HEALTH INSURAN	\$4,800.00	\$4,279.55	\$378.89	\$0.00	\$520.45	89.16%
Active	E 101-43000-151 WORKERS COMP	\$1,442.00	\$1,104.39	\$0.00	\$0.00	\$337.61	76.59%
Active	E 101-43000-202 PERMENANT SUPP	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-43000-212 MOTOR FUELS	\$3,000.00	\$2,180.53	\$0.00	\$0.00	\$819.47	72.68%
Active	E 101-43000-213 LUBRICANTS & OT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-225 LANDSCAPING MA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-226 SIGNS	\$0.00	\$129.68	\$0.00	\$0.00	-\$129.68	0.00%

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		2013	2013	NOVEMBER	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-43000-227 TOOLS & EQUIPME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-228 MISC REPAIRS MAI	\$2,000.00	\$817.59	\$241.97	\$0.00	\$1,182.41	40.88%
Active	E 101-43000-304 ENGINEERING	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43000-308 TRAINING\CONFER	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-43000-313 SNOW & ICE REMO	\$15,000.00	\$10,944.61	\$0.00	\$0.00	\$4,055.39	72.96%
Active	E 101-43000-314 STREET SWEEPIN	\$5,000.00	\$3,080.00	\$1,690.00	\$0.00	\$1,920.00	61.60%
Active	E 101-43000-317 TREE SERVICE	\$8,000.00	\$17,718.48	\$0.00	\$0.00	-\$9,718.48	221.48%
Active	E 101-43000-324 ALLEY REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-327 OTHER SERV- SE	\$1,500.00	\$1,816.34	\$942.70	\$0.00	-\$316.34	121.09%
Active	E 101-43000-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-43000-362 PROPERTY INSUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-43000-363 AUTOMOTIVE INSU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-380 STREET LIGHT UTI	\$6,500.00	\$6,309.78	\$629.89	\$0.00	\$190.22	97.07%
Active	E 101-43000-381 ELECTRIC	\$3,200.00	\$2,271.00	\$193.81	\$0.00	\$929.00	70.97%
Active	E 101-43000-382 WATER	\$100.00	\$118.83	\$45.73	\$0.00	-\$18.83	118.83%
Active	E 101-43000-383 GAS UTILITIES	\$3,000.00	\$2,090.88	\$144.91	\$0.00	\$909.12	69.70%
Active	E 101-43000-384 REFUSE DISPOSAL	\$3,000.00	\$2,533.27	\$354.87	\$0.00	\$466.73	84.44%
Active	E 101-43000-391 TELEPHONE/PAGE	\$500.00	\$456.41	\$39.75	\$0.00	\$43.59	91.28%
Active	E 101-43000-402 CITY TRUCK REPAI	\$3,000.00	\$1,734.29	\$0.00	\$0.00	\$1,265.71	57.81%
Active	E 101-43000-426 MACHINERY RENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-442 MISC	\$0.00	\$127.98	\$88.67	\$0.00	-\$127.98	0.00%
In-Active	E 101-43000-510 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-530 FURNITURE & EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-101 FULL TIME EMPLO	\$33,680.00	\$30,381.98	\$2,623.44	\$0.00	\$3,298.02	90.21%
Active	E 101-43400-104 TEMP EMPLOYEES	\$0.00	\$1,316.25	\$0.00	\$0.00	-\$1,316.25	0.00%
Active	E 101-43400-121 PERA CONTRIBUTI	\$2,442.00	\$2,202.83	\$190.22	\$0.00	\$239.17	90.21%
Active	E 101-43400-122 FICA CONTRIBUTI	\$2,576.00	\$2,629.55	\$219.17	\$0.00	-\$53.55	102.08%
Active	E 101-43400-126 ICMA RETIREMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-131 HEALTH INSURAN	\$5,400.00	\$4,806.66	\$434.57	\$0.00	\$593.34	89.01%
Active	E 101-43400-133 LIFE INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-151 WORKERS COMP	\$1,338.00	\$1,024.86	\$0.00	\$0.00	\$313.14	76.60%
Active	E 101-43400-201 GENERAL SUPPLIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-202 PERMENANT SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-203 POSTAGE	\$300.00	\$230.00	\$0.00	\$0.00	\$70.00	76.67%
Active	E 101-43400-306 CONSULTING FEE	\$5,000.00	\$1,981.00	\$0.00	\$0.00	\$3,019.00	39.62%
Active	E 101-43400-308 TRAINING\CONFER	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	100.00%
Active	E 101-43400-310 PLUMBING INSPEC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-311 HEATING INSPECT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-312 BUILDING INSPECT	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43400-327 OTHER SERV- SE	\$0.00	\$30.00	\$30.00	\$0.00	-\$30.00	0.00%
Active	E 101-43400-331 TRAVEL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-355 MISC PRINTING/PR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-386 GOPHER STATE O	\$600.00	\$413.90	\$42.05	\$0.00	\$186.10	68.98%
Active	E 101-43400-388 SAC UNIT CHARGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-437 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-442 MISC	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-43400-443 SURCHARGE REP	\$500.00	\$358.53	\$0.00	\$0.00	\$141.47	71.71%
Active	E 101-45200-101 FULL TIME EMPLO	\$45,985.00	\$36,181.63	\$3,097.60	\$0.00	\$9,803.37	78.68%
Active	E 101-45200-103 PART TIME EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-104 TEMP EMPLOYEES	\$6,000.00	\$5,242.50	\$0.00	\$0.00	\$757.50	87.38%
Active	E 101-45200-121 PERA CONTRIBUTI	\$2,899.00	\$2,612.76	\$224.59	\$0.00	\$286.24	90.13%
Active	E 101-45200-122 FICA CONTRIBUTI	\$3,518.00	\$3,322.00	\$251.84	\$0.00	\$196.00	94.43%

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		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-45200-131 HEALTH INSURAN	\$6,960.00	\$5,721.48	\$521.53	\$0.00	\$1,238.52	82.21%
Active	E 101-45200-133 LIFE INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-142 UNEMPLOYMENT B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-151 WORKERS COMP	\$1,271.00	\$973.39	\$0.00	\$0.00	\$297.61	76.58%
Active	E 101-45200-201 GENERAL SUPPLIE	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-45200-202 PERMENANT SUPP	\$200.00	\$128.51	\$0.00	\$0.00	\$71.49	64.26%
Active	E 101-45200-212 MOTOR FUELS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-225 LANDSCAPING MA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-228 MISC REPAIRS MAI	\$700.00	\$889.80	\$79.46	\$0.00	-\$189.80	127.11%
Active	E 101-45200-317 TREE SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-327 OTHER SERV- SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-370 PARK & REC EXPE	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 101-45200-371 NON-RESIDENT RE	\$1,500.00	\$920.00	\$0.00	\$0.00	\$580.00	61.33%
Active	E 101-45200-381 ELECTRIC	\$500.00	\$384.27	\$7.07	\$0.00	\$115.73	76.85%
Active	E 101-45200-382 WATER	\$200.00	\$165.65	\$63.61	\$0.00	\$34.35	82.83%
Active	E 101-45200-383 GAS UTILITIES	\$1,000.00	\$657.86	\$59.47	\$0.00	\$342.14	65.79%
Active	E 101-45200-384 REFUSE DISPOSAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-391 TELEPHONE/PAGE	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	0.00%
Active	E 101-45200-403 TRACTOR/MOWER	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45200-412 WARMING HOUSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-427 PORTA POTTY RE	\$500.00	\$1,071.67	\$0.00	\$0.00	-\$571.67	214.33%
In-Active	E 101-45200-437 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-442 MISC	\$300.00	\$1,982.23	\$736.91	\$0.00	-\$1,682.23	660.74%
In-Active	E 101-45200-536 PARK PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-540 MACHINERY & EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-550 OTHER IMPROVEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-45300-101 FULL TIME EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-45300-121 PERA CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-45300-122 FICA CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-45300-131 HEALTH INSURAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	E 101-45300-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-444 CONTINGENCY FU	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 101-45300-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-721 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-731 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-732 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-733 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-734 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-741 OPERATING TRAN	\$6,993.00	\$0.00	\$0.00	\$0.00	\$6,993.00	0.00%
Active	E 101-45400-742 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-743 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-744 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-745 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-747 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-749 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48100-306 CONSULTING FEE	\$24,000.00	\$11,174.05	(\$43,333.97)	\$0.00	\$12,825.95	46.56%
Active	E 101-48100-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48411-550 OTHER IMPROVEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-306 CONSULTING FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-550 OTHER IMPROVEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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		2013	2013	NOVEMBER	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 405-48500-530 FURNITURE & EQU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 405-48500-540 MACHINERY & EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 405-48500-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total TIF-PROJECTS	\$574,000.00	\$203,746.92	\$44,233.97	\$0.00	\$370,253.08	35.50%
SEWER IMPROVEMENT							
Active	E 407-48407-304 ENGINEERING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 407-48407-500 CAPITAL OUTLAY	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
	Total SEWER IMPROVEMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
WATER UTILITY							
Active	E 409-48409-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 409-48409-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total WATER UTILITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
02 ST/UTIL CONSTRUCTION							
Active	E 412-48410-304 ENGINEERING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 412-48410-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 412-48410-721 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total 02 ST/UTIL CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SEWER UTILITIES							
Active	E 601-49000-101 FULL TIME EMPLO	\$28,134.00	\$19,432.38	\$2,170.83	\$0.00	\$8,701.62	69.07%
Active	E 601-49000-102 EMPLOYEE OVERT	\$12,000.00	\$9,071.34	\$802.15	\$0.00	\$2,928.66	75.59%
Active	E 601-49000-121 PERA CONTRIBUTI	\$2,910.00	\$2,494.56	\$215.53	\$0.00	\$415.44	85.72%
Active	E 601-49000-122 FICA CONTRIBUTI	\$3,070.00	\$2,744.24	\$237.85	\$0.00	\$325.76	89.39%
Active	E 601-49000-131 HEALTH INSURAN	\$4,536.00	\$4,997.26	\$462.39	\$0.00	-\$461.26	110.17%
Active	E 601-49000-151 WORKERS COMP	\$2,783.00	\$2,131.60	\$0.00	\$0.00	\$651.40	76.59%
Active	E 601-49000-201 GENERAL SUPPLIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-212 MOTOR FUELS	\$700.00	\$481.83	\$0.00	\$0.00	\$218.17	68.83%
Active	E 601-49000-227 TOOLS & EQUIPME	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 601-49000-228 MISC REPAIRS MAI	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 601-49000-301 AUDITING	\$1,700.00	\$1,711.00	\$0.00	\$0.00	-\$11.00	100.65%
Active	E 601-49000-304 ENGINEERING	\$3,000.00	\$399.00	\$0.00	\$0.00	\$2,601.00	13.30%
Active	E 601-49000-308 TRAINING/CONFER	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 601-49000-315 SEWER JETTING	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49000-316 SEWER TELEVISIN	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49000-327 OTHER SERV- SE	\$7,000.00	\$5,298.04	\$90.58	\$0.00	\$1,701.96	75.69%
Active	E 601-49000-331 TRAVEL EXPENSE	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 601-49000-361 GENERAL LIABILIT	\$1,800.00	\$1,935.51	\$0.00	\$0.00	-\$135.51	107.53%
Active	E 601-49000-362 PROPERTY INSUR	\$0.00	\$757.00	\$757.00	\$0.00	-\$757.00	0.00%
Active	E 601-49000-363 AUTOMOTIVE INSU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-382 WATER	\$100.00	\$40.22	\$18.53	\$0.00	\$59.78	40.22%
Active	E 601-49000-387 WATER TREATME	\$120,000.00	\$118,311.00	\$9,859.25	\$0.00	\$1,689.00	98.59%
Active	E 601-49000-391 TELEPHONE/PAGE	\$300.00	\$228.19	\$19.88	\$0.00	\$71.81	76.06%
Active	E 601-49000-402 CITY TRUCK REPAI	\$400.00	\$216.80	\$0.00	\$0.00	\$183.20	54.20%
Active	E 601-49000-425 CLOTHING	\$1,000.00	\$546.53	\$63.55	\$0.00	\$453.47	54.65%
Active	E 601-49000-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-444 CONTINGENCY FU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-501 DEPRECIATION EX	\$34,000.00	\$0.00	\$0.00	\$0.00	\$34,000.00	0.00%
Active	E 601-49000-540 MACHINERY & EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-554 CATCH BASIN REP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total SEWER UTILITIES	\$227,833.00	\$171,396.50	\$14,697.54	\$0.00	\$56,436.50	75.23%
STORM SEWER ENTERPRISE FUND							
Active	E 602-49100-101 FULL TIME EMPLO	\$32,114.00	\$22,677.01	\$2,474.84	\$0.00	\$9,436.99	70.61%

CITY OF LAUDERDALE
***Expenditure Guideline©**

Current Period: NOVEMBER 2013

		2013	2013	NOVEMBER	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 602-49100-102 EMPLOYEE OVERT	\$5,000.00	\$3,779.82	\$334.24	\$0.00	\$1,220.18	75.60%
Active	E 602-49100-121 PERA CONTRIBUTI	\$2,691.00	\$2,370.27	\$203.66	\$0.00	\$320.73	88.08%
Active	E 602-49100-122 FICA CONTRIBUTI	\$2,839.00	\$2,601.83	\$224.09	\$0.00	\$237.17	91.65%
Active	E 602-49100-131 HEALTH INSURAN	\$4,944.00	\$4,614.83	\$422.60	\$0.00	\$329.17	93.34%
Active	E 602-49100-151 WORKERS COMP	\$2,262.00	\$1,732.45	\$0.00	\$0.00	\$529.55	76.59%
Active	E 602-49100-201 GENERAL SUPPLIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-212 MOTOR FUELS	\$700.00	\$481.82	\$0.00	\$0.00	\$218.18	68.83%
Active	E 602-49100-227 TOOLS & EQUIPME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-228 MISC REPAIRS MAI	\$0.00	\$307.80	\$307.80	\$0.00	-\$307.80	0.00%
Active	E 602-49100-301 AUDITING	\$1,700.00	\$1,711.00	\$0.00	\$0.00	-\$11.00	100.65%
Active	E 602-49100-304 ENGINEERING	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0.00%
Active	E 602-49100-308 TRAINING\CONFER	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 602-49100-314 STREET SWEEPIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-327 OTHER SERV- SE	\$2,500.00	-\$1,965.07	\$15.98	\$0.00	\$4,465.07	-78.60%
Active	E 602-49100-352 PUBLIC INFO NOTI	\$100.00	\$85.50	\$0.00	\$0.00	\$14.50	85.50%
Active	E 602-49100-361 GENERAL LIABILIT	\$1,700.00	\$1,935.49	\$0.00	\$0.00	-\$235.49	113.85%
Active	E 602-49100-391 TELEPHONE/PAGE	\$300.00	\$228.19	\$19.88	\$0.00	\$71.81	76.06%
Active	E 602-49100-402 CITY TRUCK REPAI	\$400.00	\$216.79	\$0.00	\$0.00	\$183.21	54.20%
Active	E 602-49100-425 CLOTHING	\$1,000.00	\$546.53	\$63.55	\$0.00	\$453.47	54.65%
Active	E 602-49100-438 DUES & SUBSCRIP	\$1,000.00	\$910.00	\$0.00	\$0.00	\$90.00	91.00%
Active	E 602-49100-442 MISC	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49100-444 CONTINGENCY FU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-501 DEPRECIATION EX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-540 MACHINERY & EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-554 CATCH BASIN REP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-710 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total STORM SEWER ENTERPRISE FUND		\$69,350.00	\$42,234.26	\$4,066.64	\$0.00	\$27,115.74	60.90%
GASB34							
Active	E 999-41000-100 WAGES AND SALA	\$0.00	-\$18,677.75	\$0.00	\$0.00	\$18,677.75	0.00%
Active	E 999-41000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-41000-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-100 WAGES AND SALA	\$0.00	-\$6,906.25	\$0.00	\$0.00	\$6,906.25	0.00%
Active	E 999-43000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-499 LOSS ON DISPOSA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-100 WAGES AND SALA	\$0.00	-\$8,181.85	\$0.00	\$0.00	\$8,181.85	0.00%
Active	E 999-45000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-601 BOND PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-611 BOND INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-500 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49500-100 WAGES AND SALA	\$0.00	-\$2,599.79	\$0.00	\$0.00	\$2,599.79	0.00%
Active	E 999-50000-100 WAGES AND SALA	\$0.00	-\$1,426.73	\$0.00	\$0.00	\$1,426.73	0.00%
Total GASB34		\$0.00	-\$37,792.37	\$0.00	\$0.00	\$37,792.37	0.00%
Report Total		\$2,416,321.00	\$1,584,810.00	\$141,299.62	\$0.00	\$831,511.00	65.59%

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 14, 2014

ITEM NUMBER City Park Ordinance

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Cleaning up the City Park ordinance has been on staff's docket to take care of since the ordinance and park rules sign don't mesh. Getting it done became more urgent as we try to deal with folks that aren't moving their cars from the parking lot off of Roselawn after snow events. The officers are asking residents to move their cars (when they can find the owners) but they feel the ordinance needs to be improved to tag or tow vehicles, especially if they have been there less than three days.

The attached ordinance also reflects many of the changes we have talked about making including requiring council approval for groups greater than 50 (instead of 30), allowing the City to charge non-residents for use of the picnic shelter, and not allowing the sale of alcohol in the parks.

The Council has indicated in the past that you think park patrons should be allowed to bring in alcohol to the park. The draft ordinance would allow individuals to bring in beverages containing both more and less than 3.2% alcohol as long as it is consumed by them. As drafted it wouldn't allow one person to bring in a cooler full of alcoholic beverage for an entire group. If you prefer the second scenario, we just need to change a few words prior to adoption.

The city attorney has reviewed it and it is ready for a public hearing and adoption unless the Council has further changes. After adoption, staff will update the signage at Community Park.

OPTIONS:

Further amend or adopt the City Park ordinance.

STAFF RECOMMENDATION:

Motion to adopt Ordinance 14-01 regarding City Parks (as presented OR with amendments).

CITY OF LAUDERDALE
ORDINANCE NO. 14-01

An Ordinance amending Title 7, Chapter 1 of the Code of Ordinances Regarding City Parks.

The City Council of the City of Lauderdale ordains as follows:

SECTION I. The Lauderdale City Code is amended by deleting the ~~stricken~~ material and adding the underlined materials as follows:

CHAPTER 1

CITY PARKS

SECTION:

- 7-1-1: Purpose
- 7-1-2: Definitions
- 7-1-3: Permit Required
- 7-1-4: Application
- 7-1-5: Revocation
- 7-1-6: ~~Beer And Liquor~~ Alcoholic Beverages
- 7-1-7: Scheduling Activities
- 7-1-8: Time Limits; ~~Exception~~
- 7-1-9: Penalty ~~+2R+~~

7-1-1: PURPOSE:

This Chapter is enacted to regulate the use of City park property for organized activities thereby ensuring the maximum utilization of such property by all citizens and providing for the general welfare, health and safety of the citizens of the City. (Ord. 61, 9-13-1973)

7-1-2: DEFINITIONS:

For the purposes of this Chapter, the terms defined in this Section have the meanings given them:

3.2 PERCENT MALT LIQUOR: Has the meaning given to it by Minnesota Statutes, section 340A.101, subd. 19.

~~+DEF!~~ ADMINISTRATOR: The City Administrator or his or her duly authorized representative.

~~BEER: Nonintoxicating malt liquor as defined by Minnesota Statutes, section 340A.101, subd. 19.~~

INTOXICATING LIQUOR: Has the meaning given it by Minnesota Statutes, section 340A.101, subd. 14.

ORGANIZED ACTIVITY: Any activity, ~~recreational in nature,~~ at

which there are or will be assembled ~~thirty (30)~~ or more persons for the purpose of engaging in the activity, and which is conducted at the sponsorship or invitation of specific persons or organizations. The term does not include athletic or recreational events regularly scheduled by the City as part of its recreation program.

OVERNIGHT PARKING: Parking in a park parking lot between the hours of 10:00 p.m. and 8:00 a.m.

PARK: The City's park at Roselawn and Fulham and any other area of the City established by the City as a public park.

RESPONSIBLE PERSON: A person authorized by an organization to manage and exercise direct control of the organized activity. The term includes an individual conducting or organizing the activity. (Ord. 61, 9-13-1973; 1996 Code) ~~!DEFEND!~~

7-1-3: PERMIT REQUIRED:

It is unlawful for any person to conduct an organized activity in a City park without first having obtained a permit therefor ~~from the Council~~. Individuals and groups of less than 50 may submit a permit application if they would like to reserve park facilities. ~~(Ord. 61, 9-13-1973)~~

7-1-4: APPLICATION:

A. Time For Application; Forms:

1. Form: Application for the permit required by Section 7-1-3 shall be made to the Administrator by the responsible person on forms provided by the Administrator.

2. Time For Filing: The application shall be made at least ~~thirty (30)~~ ¹⁵ days ~~but no more than sixty (60) days~~ prior to the organized activity.

3. Waiver Of Time: The Council may waive the above time limitations in appropriate cases, but in no event will a permit be issued unless all information required in the application is presented to the Council prior to the date of the ~~special event~~ organized activity.

B. Required Information: The application shall contain or be accompanied by a written statement containing the following information regarding the organized activity:

1. The date or dates of the activity;
2. The name, address and telephone number and headquarters of the organization or person conducting the activity;
3. The name of the responsible person;

4. The park or portion thereof to be used;
5. An estimate of anticipated attendance;
6. The beginning and closing hours of the activity;
7. A statement that the activity is not to be held for the purpose of advertising any product, goods or services, and is not held for private profit;
8. A statement that adequate provisions for cleaning up the park area after the activity have been made; and
9. Such other information as the Administrator deems necessary.

C. Fee: No fee for the permit is required of residents of the City of Lauderdale. The Council may elect to charge non-residents for use of park facilities. Such fees will be adopted as part of the City's fee schedule as it may be amended from time to time.

D. Criteria For Issuance:

1. Required Conditions: The Administrator shall present the applications for organized activities to the Council which shall grant the permit if it finds:

a. The proposed organized activity will not unreasonably interfere with the general public use of the park;

b. The organized activity will not substantially interrupt the safe and orderly movement of traffic;

c. The conduct of the organized activity is not reasonably likely to cause injury to persons or property or diminish the level of police protection elsewhere in the City; and

d. The organized activity will not unreasonably interfere with or detract from the promotion of the public health, safety, recreation or welfare.

2. Additional Conditions: The Council may attach such conditions to the permit as it deems necessary to insure conduct of the organized activity in compliance with this Chapter including a security deposit for costs of cleanup. (Ord. 61, 9-13-1973)

7-1-5: REVOCATION:

The Council may revoke the permit prior to the activity or direct the termination of the activity if it finds that any information contained in the application is untrue, ~~or~~ that any term or condition of the permit or provision of this Chapter has been violated, or that the organized activity presents a threat to public health or safety. (Ord. 61, 9-13-1973)

7-1-6: ~~BEER AND LIQUOR~~ALCOHOLIC BEVERAGES:

A. ~~Intoxicating Liquor Licenses: No intoxicating liquor may be present or consumed in the park at any time. The City will not issue licenses for the sale of 3.2 percent malt liquor or intoxicating liquor in City parks.~~

B. ~~Beer~~Alcoholic Beverages in City Parks: ~~Beer~~3.2 percent malt liquor and intoxicating liquor may be present and consumed at an organized activity ~~whenever~~ when it is in the possession of the individuals attending the activity that brought the beverage into the park and consumed by ~~them~~ the individual. ~~Where beer is provided by the responsible person, with or without the charging of an admission price by cash or ticket, the responsible person must be licensed to sell beer on sale in accordance with Title 3, Chapter 2 of this Code, provided, however, that the license shall be issued for a period of no more than twelve (12) hours. (Ord. 61, 9-13-1973)~~

7-1-7: SCHEDULING ACTIVITIES:

A. Administrator's Duties: ~~The City Administrator or their duly authorized representative is responsible for the scheduling of organized activities and athletic or recreational events in the park. Events will be scheduled on a first come, first served basis. In establishing this schedule, and in the assignment of time and location for activities and events, the Administrator shall use the following priorities:~~

- ~~1. First Priority: Athletic and recreational events which are part of the City recreation program.~~
- ~~2. Second Priority: Organized activities.~~
- ~~3. Third Priority: Other recreation events.~~

B. ~~Adherence To Schedule: An event or activity which has been scheduled by the Administrator has first priority on the use of the facilities and time assigned to it. Failure of any group or organization to comply with the directions of the Administrator as to the time and place of a scheduled activity or event is grounds for refusal by the Administrator to schedule similar events for the group or organization in the future. (Ord. 61, 9-13-1973)~~

7-1-8: TIME LIMITS; ~~EXCEPTION:~~

A. General Hours: ~~Except as provided in subsection B, the City park is~~ parks are open to the public between the hours of eight o'clock (8:00) A.M. and ten o'clock (10:00) P.M. of each day. An organized activity may be conducted whenever the park is open. No overnight camping is permitted.

~~B. Scouting Events Exception: Overnight camping by groups under the sponsorship and supervision of Boy Scouts of America, Girl Scouts of America, Camp Fire Girls or similar duly organized scouting organizations is permitted; provided, however, that all other provisions of this Chapter apply to such activities. (Ord. 61, 9-13-1973)~~

B. Parking; Exception: Overnight parking in a parking lot at a City park is prohibited. An exception is made for the parking lot off of Roselawn Avenue at Community Park when the seasonal parking restrictions defined in Section 6-1-6 are in effect. The prohibition on overnight parking goes back into effect twelve hours after the roads have been plowed curb to curb.

7-1-9: PENALTY:

Any person violating the provisions of this Chapter is guilty of a misdemeanor and upon conviction may be subject to penalty as provided in Section 1-4-1 of this Code. (Ord. 61, 9-13-1973; 1996 Code) Each day that a violation continues shall be deemed a separate punishable offense.

SECTION II. This ordinance shall be effective upon its adoption and summary publication in the City's official newspaper. Said publication shall read as follows:

Ordinance 14-01 amends Title 7, Chapter 1 of the Lauderdale Code of Ordinances in order to revise the process to receive permits to use park facilities; allows for private consumption of liquor in City parks; does not allow for the sale of liquor in City parks; and prohibits overnight parking in City parks.

A copy of the full ordinance is available for review at City Hall.

Adopted by the City Council of the City of Lauderdale this 14th day of January, 2014.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

Published by summary in the Roseville Review the 21st day of January, 2014.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 14, 2014

ITEM NUMBER Comm & Mayor Pro Tem

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every year the Council decides who will sit on each committee and appoints a mayor pro tem (in case the Mayor is unable to attend the meeting). The Council also needs to determine the bank signatories for 2014.

OPTIONS:

1. Select a mayor pro tem.
2. Determine who can sign city checks.
3. Fill in the committee assignments.

STAFF RECOMMENDATION:

Motion to appoint _____ as the mayor pro tem, _____ as bank signatories, and adopt committee assignments as discussed.

COUNCIL ACTION:

**CITY OF LAUDERDALE
2014 APPOINTMENTS**

	2013	2014
Acting Mayor	Gaasch	
Bank Signatories	Dains Mac Lean Butkowski	
Building Official: Residential	David Hinrichs	
Building Official: Commercial	Duane Grace	
Data Practices Officer	Butkowski	
LMC	Council: Dains Staff: Butkowski	
Metro Cities	Council: Mac Lean Staff: Butkowski	
Metro I-Net	Staff: Butkowski Staff Alt: Bownik	
MWMO	Karen Gill-Gerbig Alt: Butkowski	
NSCC	Council: Dains Alt: Hawkinson	
PCIC	Council: Grove Council Alt: Mac Lean Staff: Bownik Staff Alt: Butkowski	
Police Liaison	Council: Dains Staff: Butkowski	
RCLLG	Council: Gaasch Alt: Hawkinson	

RC GIS Staff: Bownik
Users Group Staff Alt: Butkowski

SRA Butkowski
 Alt: Bownik

U of M Neighbors Council: Hawkinson
Group Staff: Butkowski

Zoning Bownik
Administrator

City Engineer Stantec

City Civil Attorney Kennedy & Graven

City Pros. Attorney Hughes & Joseph

NOTE: Any councilor may attend LMC, Metro Cities, or RCLLG Meetings.

Committees & Commissions

Acting Mayor: The City Council decides during the first meeting of the year who will act as the mayor pro tem in the mayor's absence.

League of Minnesota Cities (LMC): The City is a LMC member city. The LMC provides the City with many membership services, the two most important being training and representation at the Capitol. The City also purchases insurance through the League's insurance trust. There are many different types of LMC meetings happening year round. They also do many webinars. All council members are able to get involved. The primary duty of the LMC appointee is to vote on the City's behalf at the annual meeting, if present.

Metro Cities: In contrast to the League of Minnesota Cities, Metro Cities represents the interests of cities in the seven county metropolitan area (and shares office space with LMC). They act as lobbyist on behalf of metro cities primarily representing cities before the Metropolitan Council and at the legislature. Meetings are held during the day throughout the year at their office in downtown St. Paul. The primary duty of the Metro Cities appointee is to vote on the City's behalf at the annual meeting, if present.

Metro I-Net: 23 government agencies in Ramsey, Washington, and Anoka counties now use Roseville staff for their IT needs. Representatives from each city meet quarterly or as needed to discuss issues and learn about ongoing improvements to the system.

Mississippi Water Management Organization (MWMO): The City is one member of a joint powers board that manages and monitors the storm water quality in the Middle Mississippi Watershed area. The MWMO covers the southwest part of the city (south of Larpenteur Avenue and west of Eustis Street).

North Suburban Cable Commission (NSCC): The City is one of ten northern suburbs that jointly administer a cable franchise agreement with Comcast. The commission also oversees the operation of the local access stations and the institutional network. The board meets the first Thursday evening of each month at the cable commission office in Roseville.

Parks and Community Involvement Committee (PCIC): PCIC members provide recommendations to the City Council on the development and maintenance of the Community Park and the other open spaces in addition to organizing community events and celebrations. The committee generally meets the first or third Monday of the month at City Hall.

Police Liaison: When needed, the police liaison meets with the St. Anthony Police Chief.

Ramsey County League of Local Governments (RCLLG): Ramsey County cities, school districts, and special districts meet monthly to network and learn through common issues.

Meetings are held in the evening on the third Thursday of the month at alternating locations in Ramsey County. Each meeting is organized around a topic or trainer.

Ramsey County GIS Users Group: Formed in 1995, RCGISUG is comprised of nineteen organizations throughout Ramsey County that create or use GIS data. Although we don't have GIS staff on staff, we are heavy users of the County's online data. The group meets monthly to coordinate the development of new maps and data around the County.

Suburban Rate Authority (SRA): The Suburban Rate Authority consists of several metro communities in a joint powers arrangement. The SRA speaks on behalf of cities as they deal with public utility providers like Xcel Energy and CenterPoint Energy. The group also provides a voice for rate payers when the Public Utilities Commission and utility providers negotiate rate increases and service changes. The committee meets quarterly (third Thursday) in the afternoon at member city locations.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date: January 14, 2014

ITEM NUMBER 2014 Fee Schedule Res.

STAFF INITIAL K.K.

APPROVED BY ADMINISTRATOR

DESCRIPTION :

Staff has recommended the following changes to the 2014 fee schedule:

- Mileage reimbursement rate of \$.56 per mile (a decrease from \$.565)
- Added Non-Domestic Animal Permit—\$10.00
- Fire Call Charge Back— Cost of Fire Services beyond base fire service +Admin. Fee
- Social Room Set-Up and Clean-Up Fees \$100.00 each (increased from \$50.00)
- Business Assistance Application—minimum of \$10,000.00

There were no fees removed from the Fee Schedule for 2014.

OPTIONS:

1. Adopt Resolution 011414B - A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2014.
2. Do not approve or amend the fee schedule (and provide staff direction.)

STAFF RECOMMENDATION:

Motion to adopt Resolution 011414B — A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2014 as presented.

COUNCIL ACTION:

RESOLUTION 011414B

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

A Resolution Establishing License and Permit Fees and Administrative Fees and Fines

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

WHEREAS, the City may also charge for administrative activities and fines. Reasonable charges were included in the 2014 Fee Schedule.

WHEREAS, The Fee Schedule attached and incorporated herein also includes appendices A and B relating to construction permit fees and Appendix C relating to Administrative Fines.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Lauderdale, Minnesota, hereby adopts the 2014 Fee Schedule as attached.

CITY OF LAUDERDALE)
COUNTY OF RAMSEY) ss
STATE OF MINNESOTA)

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, January 14, 2014, as the same appears in the minutes of said meeting on file and of record in City Offices.

ADOPTED by the City Council of Lauderdale this 14th day of January, 2014.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski
City Administrator

CITY OF LAUDERDALE
2014 License and Permit Fees and Administrative Fees and Fines

Schedule of License Fees

3.2 Off-Sale Liquor.....	\$150.00
3.2 On-Sale Liquor	\$300.00
3.2 Temporary On-Sale.....	\$50.00
Cigarettes.....	\$200.00
Animal Registry.....	\$10.00
Non-Domestic Animal Permit.....	\$10.00
Potentially Dangerous Dog	\$50.00
Dangerous Dog.....	\$150.00
Tree Service License.....	\$50.00
Mechanical (HVAC) License.....	\$50.00
Refuse Hauling License.....	\$75.00/truck
Rental Housing License.....	One unit \$30.00..... Two+ units: \$30.00 + \$2.50/unit
Rental Housing Inspection	\$34.00

Schedule of Administrative Fees

Community Room

Resident.....	\$50.00/6 hour block.....\$75.00 All Day...\$100 refundable deposit
Non-Resident & for-profit rentals...\$100.00/6 hour block.....	\$150.00 All Day...\$100 refundable deposit
Set-up fee.....	\$100.00
Clean up fee.....	\$100.00
Employee Time to Search, Retrieve, and Copy Data Practices Requests.....	\$40.00/hour
Specialized Data Practices Requests Filled by Non-Staff	hourly rate/researcher
Copies.....	\$0.25/page
Faxes.....	\$0.50/page
Special Meeting Fee	\$100.00
Copy of Public Meeting (Videotape/DVD).....	\$50.00
Filing of Affidavit for Office.....	\$2.00
NSF Check Return.....	\$25.00
Assessment Search.....	\$20.00/Address
Replacement Recycling Container.....	No Charge
Additional Recycling Containers.....	\$7.00
Fire Call Charge Back.....	Cost of Fire Services beyond Base Service plus \$25.00 adm. fee
False Fire Alarm.....	Cost plus \$25.00 adm. fee
False Security Alarm – 1 st	\$85.00 plus \$25.00 adm. fee
False Security Alarm – 2 nd +.....	\$90.00 plus \$25.00 adm. fee
Fire Prevention Inspection.....	Cost plus \$25.00 adm. fee
Certify delinquent bills to county.....	\$25.00 adm. fee + 8% interest
Administrative Fee.....	\$25.00
T-Shirts.....	\$2.00 - \$5.00
Polo Shirts.....	\$5.00
Lauderdale History Book.....	\$25.00 (\$23.34 + \$1.66 tax)
Historical Video.....	\$8.00 (\$7.47 + \$.53 tax)
Mileage Reimbursement.....	\$.56 per mile
Rental Housing Appeal Filing Fee.....	\$
Sales Tax: Sale of Goods.....	7.125%
Sales Tax: City Purchases.....	6.875%

Schedule of Zoning and Permit Fees

Building Permits.....	See Appendix A
Fence, Driveway, Sidewalk, Retaining Walls	\$50.00
Mechanical Permits	base fee \$40.00... See Appendix B for addtl. fees
Plumbing Permits.....	\$40.00
Plus Fixture Fee (per fixture installed)	\$ 8.00
State Surcharge.....	\$ 5.00
Business Assistance Application.....	minimum of\$ 10,000.00
Bingo / Raffles.....	\$100.00
Right-Of-Way	Street. Excavation \$100.00..... Obstruction \$100.00
Home Occupation.....	\$100.00
Lot Consolidation/Division.....	\$100.00
Variance Application.....	\$150.00
Conditional Use Application.....	\$200.00
Zoning Amendment	\$500+\$1,000 escrow
Sub-division Application	\$500+\$1,000 escrow
Planned Unit Development (PUD).....	\$500+\$1,000 escrow
Service Availability Charge (SAC)	Per Met Council (MCES) Prevailing Rate
Water Access Charge (WAC).....	Per St. Paul Water Services Prevailing Rate
Inspection Fees (outside of business hours).....	\$60.00/hour/2 hr. minimum

Schedule of Administrative Fines

Rental Housing License Violation.....	up to \$1,000.00 per day
Late Submission of Rental Housing License Application and/or Fees.....	\$25.00/day

Schedule of Civil Penalty Fees for Alcohol Violations..... See Appendix C

Fees for Unspecified Requests

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

ATTEST: _____

Heather Butkowski
City Administrator
Lauderdale, Minnesota

Jeff Dains
Mayor
Lauderdale, Minnesota

2014 Civil Penalty Fee Schedule for Alcohol Violations

Type of Violation	1 st	2 nd	3 rd	4 th
1. Commission of a felony related to the licensed activity	Revocation	N/A	N/A	N/A
2. Sale of alcoholic beverages while license is under suspension	Revocation	N/A	N/A	N/A
3. Sale of alcoholic beverages to under-age persons	\$1000 +6 days	18 days	30 days	Revocation
4. After hours sale of alcoholic beverages	\$1000 +6 days	18 days	30 days	Revocation
5. After hours display or consumption of alcoholic beverages	\$1000 +6 days	18 days	30 days	Revocation
6. Refusal to allow city officials to inspect premises	\$1000 +18 days	30 days	Revocation	
7. Failure to take reasonable steps to stop person from leaving premises with alcohol beverages	\$1000 +6 days	18 days	30 days	Revocation

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date January 14, 2014

ITEM NUMBER Draft Tobacco Ordinance

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Following is a revised version of the draft tobacco ordinance with some additional language from the tobacco coalition. At this point, staff is looking for additional feedback from the Council before sending it to the city attorney for review. After the attorney review, staff will send the draft to the two establishments that apply for tobacco licenses each year.

The penalties section was taken from Falcon Height's ordinance. Falcon Heights Staff thought they had the largest penalties in the state for tobacco violations. St. Anthony is at the same point we are in creating an ordinance establishing fines. For first offenses, Roseville charges \$300 to the license holder. As second offense includes a two day suspension and a third offense includes a five day suspension. A number of greater Minnesota cities charge \$75 for first offenses, \$200 for second offenses, and \$250 with some term of suspension for third offenses. East Bethel has fines ranging from \$150 to \$400 dollars along with suspensions that can be "paid down" by employee community service.

The range of penalty options is quite wide, the Council will just need to decide what you feel comfortable imposing on a noncompliant business.

OPTIONS:

STAFF RECOMMENDATION:

CITY OF LAUDERDALE

ORDINANCE NO. 14-01

An Ordinance Amending Section 3-6 of the Code of Ordinances regarding Tobacco and Tobacco-Related Devices and Products.

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

SECTION I. The Lauderdale City Code is amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

CHAPTER 6

CIGARETTES¹ TOBACCO AND TOBACCO-RELATED DEVICES AND PRODUCTS

SECTION:

- 3-6-1: Definitions~~Purpose~~
- 3-6-2: License Required~~Definitions~~
- 3-6-3: License Fee Required
- 3-6-4: Application~~Basis for Denial of License~~
- 3-6-5: Investigation; Issuance~~Prohibited Sales~~
- 3-6-6: Term Of License~~Self-Service Sales~~
- 3-6-7: Separate License Required~~Responsibility~~
- 3-6-8: Display Of License~~Compliance Checks and Inspections~~
- 3-6-9: Penalty~~Exceptions and Defenses~~
- 3-6-10: Violations and Penalties

3-6-1: PURPOSE

The purpose of this Ordinance is to regulate the sale, possession, and use of tobacco, tobacco products, tobacco devices, and electronic delivery devices for the purpose of enforcing and furthering existing laws, to protect minors against the serious effects associated with the illegal use of tobacco, tobacco products, tobacco devices, and electronic delivery devices, and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to smoke as stated in Minnesota Statute 144.391.

3-6-2: DEFINITIONS:

The following words and phrases, as used in this Chapter, shall ~~for the purpose of this Chapter have the meanings~~ respectively ascribed to them in this Section, except in those cases where the context clearly indicates a different meaning:

~~!DEF! CIGARETTE: Any roll for smoking made wholly or in part of tobacco, the wrap or cover of which is made of paper or any other substance or material except tobacco, irrespective of the size or shape, and whether or not such tobacco is flavored, adulterated or mixed with any other ingredient.~~

1. M.S.A. § 461.12.

CIGARETTE PAPER AND CIGARETTE WRAPPER: Any paper or other substance or material, except tobacco, used as a wrapper or cover for a cigarette, as herein defined.

PERSON: Every natural person, firm, partnership, association or corporation.

COMPLIANCE CHECKS: The system the City uses to investigate and ensure that those authorized to sell tobacco, tobacco products, tobacco-related devices, and electronic delivery devices are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of minors as authorized by this ordinance.

INDIVIDUALLY PACKAGED: The practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include but not be limited to single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this definition shall not be considered individually packaged.

INDOOR AREA: All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent.

LOOSIES: The common term used to refer to a single cigarette or any other tobacco product that has been removed from its packaging and sold individually.

MINOR: Any natural person who has not reached the age of 18 years.

MOVABLE PLACES OF BUSINESS: Any form of business operated out of a truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

ELECTRONIC DELIVERY DEVICES: Any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. Electronic delivery device shall include any component part of such a product whether or not sold separately. Electronic delivery device shall not include any product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for tobacco use cessation, harm reduction, or for other medical purposes, and is being marketed and sold solely for that approved purpose.

RETAIL ESTABLISHMENT: Any place of business where tobacco, tobacco products, tobacco-related devices, or electronic delivery devices are available for sale to the general public. The phrase shall include but not be limited to grocery stores, convenience stores, restaurants, and drug stores.

SALE: Any transfer, conditional or otherwise of title or possession. Any transfer of goods for money, trade, barter, or other consideration.

SALE AT RETAIL: All sales except those where the merchandise is sold for the purpose of resale by a person principally engaged in selling merchandise for resale. (Ord. 8, 5-1-1969) !DEFEND!

SMOKING: Inhaling or exhaling smoke from any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product, or inhaling or exhaling vapor from any electronic delivery device. Smoking shall include carrying a lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product intended for inhalation.

TOBACCO or TOBACCO PRODUCTS: Tobacco and tobacco products includes cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

TOBACCO-RELATED DEVICES. Tobacco-related devices includes any tobacco product as well as a pipe, rolling papers, ashtray, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing, or smoking of tobacco or tobacco products.

VENDING MACHINE. Any electric or electronic mechanical device which dispenses tobacco, tobacco products tobacco devices or electronic delivery devices upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product or tobacco-related device.

3-6-23: LICENSE REQUIRED:

A. License Required TOBACCO RETAILER LICENSE REQUIRED: No person shall sell or offer for sale at retail within the City any

~~cigarettes, cigarette paper or cigarette wrappers or in any manner represent or hold himself out as one who sells or offers for sale at retail any cigarettes, cigarette paper or cigarette wrappersto sell any tobacco, tobacco products, tobacco-related devices, or electronic delivery devices without first having obtained a license to do so from the City Council. (Ord. 8, 5-1-1969)~~

~~3-6-3: B. LICENSE FEE:~~

~~A. Annual Fee: The annual license fee shall be as established from time to time by resolution of the City Council. No license shall be issued until the appropriate license fee is paid in full.~~

~~B. Proration: For periods shorter than one year the license fee shall be the full amount. (Ord. 8, 5-1-1969; 1996 Code)~~

~~3-6-4: C. APPLICATION: Every person or business desiring to obtain such a license to sell tobacco, tobacco products, tobacco devices, or electronic delivery devices shall file an application in writing with the City Clerk, which. The application must state the truefull name of the applicant, the applicant's residential and business addresses and telephone numbers, the name under which he shall conduct his businessof the business for which the license is sought, whether such business is that of an individual, sole traderproprietor, firm, partnership, or corporation and the address where ~~such~~the business is to be conducted. Said applicant shall also pay to the Clerk the annual license fee and the Clerk shall issue a receipt therefor. Upon receipt of a completed application and the annual license fee, the City Clerk shall forward the application to the City Council. If the City Clerk determines that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete. (Ord. 8, 5-1-1969)~~

~~3-6-5: D. INVESTIGATION¹; ISSUANCE: The City Clerk shall present ~~said~~the application to the Council and the Council shall order such investigation as it deems necessary. After ~~such~~the investigation, the Council shall grant or deny the application. In the event of the application being granted, the Clerk shall issue the license. If the City Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the City Council's decision as provided in 3-6-10. (Ord. 8, 5-1-1969)~~

~~3-6-6: E. TERM OF LICENSE: The license shall expire on July 1 December 31 following its issuance. (Ord. 8, 5-1-1969)~~

~~1. See also subsection 2-4-2B2 of this Code.~~

3-6-7:F. SEPARATE LICENSE REQUIRED: A license shall permit the licensee to sell ~~cigarettes, cigarette paper or cigarette wrappers at retail~~ tobacco, tobacco products, tobacco devices, or electronic delivery devices at the one location specified in said license. A separate license shall be required for each location. (Ord. 8, 5-1-1969)

G: TRANSFERS: All licenses issued under this section shall be valid only on the premises for which the license was issued and only for the person or business to whom the license was issued. No transfer of any license to another location or person shall be valid without prior approval of the City Council.

H: Movable Place of Business: No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this section.

3-6-8I: DISPLAY OF LICENSE: The license shall be displayed by the licensee in a prominent and conspicuous place at the licensed location ~~so licensed~~. (Ord. 8, 5-1-1969)

J: REVOCATION OR SUSPENSION: Any license issued under this section may be revoked or suspended as provided in Section 11.

K: ISSUANCE AS PRIVILEGE AND NOT A RIGHT: The issuance of a license under this section shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

L: SMOKING PROHIBITED IN TOBACCO RETAIL ESTABLISHMENTS: Smoking shall not be permitted and no person shall smoke within the indoor area of any establishment with a tobacco retailer license. Smoking for the purposes of sampling tobacco, tobacco products, tobacco-related devices, or electronic delivery devices is prohibited.

3-6-4: BASIS FOR DENIAL OF LICENSE:

A. Grounds for denying the issuance or renewal of a license under this chapter include but are not limited to the following:

- i. The applicant is under the age of 18 years.
- ii. The applicant has been convicted within the past five years of any violation of federal, state, or local laws, ordinance provisions, or other regulation relating to tobacco, tobacco products, tobacco-related devices, or electronic delivery devices.
- iii. The applicant has had a license to sell tobacco, tobacco products, tobacco-related devices, or electronic delivery devices revoked within the preceding 12 months of the date of the application.

- iv. The applicant fails to provide any information required on the application, or provides false or misleading information.
- v. The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.

B. Except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the City must deny the license.

C. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

3-6-5: PROHIBITED SALES:

It shall be a violation of this chapter for any person to sell or offer to sell any tobacco, tobacco products, tobacco-related devices, or electronic delivery device as follows:

- a. By means of any type of vending machine.
- b. By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed premise in order to receive tobacco, tobacco products, tobacco-related devices, or electronic delivery devices and whereby there is not a physical exchange of the tobacco, tobacco products, tobacco-related devices, or electronic delivery devices between the licensee, or the licensee's employee, and the customer.
- c. By means of loosies.
- d. Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process. It is not the intention of this provision to ban the sale of lawfully manufactured cigarettes or other tobacco products.

3-6-6: SELF-SERVICE SALES: All tobacco, tobacco products, tobacco-related devices, or electronic delivery devices shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public.

3-6-7: RESPONSIBILITY: All licensees under this chapter shall be responsible for the actions of their employees in regard to the sale of tobacco, tobacco products, tobacco-related devices, or

electronic delivery devices on the licensed premises, and the sale of an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the City from also subjecting the clerk to whatever penalties are appropriate under this chapter, state, or federal law, or other applicable law or regulation.

3-6-8: COMPLIANCE CHECKS AND INSPECTIONS: All licensed premises shall be open to inspection by the City's contracted police department or other authorized city official during regular business hours. From time to time, the City's contracted police department shall coordinate compliance checks by engaging minors over the age of 15 years but less than 18 years to enter the licensed premise to attempt to purchase tobacco, tobacco products, tobacco-related devices, or electronic delivery devices. Minors used for the purpose of compliance checks shall be supervised by city designated law enforcement officers or other designated city personnel. Minors used for compliance checks shall not be guilty of unlawful possession of tobacco, tobacco products, tobacco-related devices, or electronic delivery devices when those items are obtained as part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked.

3-6-9: EXCEPTIONS AND DEFENSES: Nothing in this chapter shall prevent the providing of tobacco, tobacco products, tobacco-related devices, or electronic delivery devices to a minor as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this chapter for a person to have reasonably relied on proof of age as described by state law.

3-6-910: VIOLATIONS AND PENALTIES:

Any person who shall violate any of the provisions of this Chapter shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to penalty as provided in Section 1-4-1 of this Code. (Ord. 8, 5-1-1969; 1996 Code)

Any person, firm, or corporation who violates any provision of this code for which another penalty is not specifically provided, shall, upon conviction, be guilty of a misdemeanor under Minnesota Statute Section 609.03 as it may be amended from time to time by the Minnesota Legislature. The cost of prosecution may be added. A separate offense shall be deemed committed upon each day during which a violation occurs or continues.

A. GENERALLY. The license holder shall be responsible for the conduct of its agents or employees while on the licensed

premises. Any violation of this article shall be considered an act of the license holder for purposes of imposing a civil penalty, license suspension, or revocation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

B. NOTICE OF VIOLATION. Upon the occurrence of a violation, the police department shall inform the city administrator of the violation. The city administrator shall then send to the license holder a written notice of the civil violation. The notice shall advise the license holder of the penalty and the license holder's right to request a hearing regarding the violation of this article.

C. ADMINISTRATIVE CIVIL PENALTIES; LICENSEE: Each license issued hereunder shall be subject to suspension or revocation for violation of any provisions of this chapter or the laws of the State of Minnesota as follows:

- (i) First violation: The first violation of this chapter shall be punishable by a civil penalty of \$500.00.
- (ii) Second violation: A second violation of this chapter within any twenty-four-month period shall be punishable by a civil penalty of \$750.00.
- (iii) Subsequent violation: A third or subsequent violation of this chapter within any twenty-four-month period shall be punishable by revocation of the license plus a civil penalty of \$250.00. Any licensee whose license is revoked under this section shall not be eligible for renewal for a period of two years after the revocation.

D. HEARING: Following receipt of a notice of a violation and penalty issued under this section, the license holder or individual may pay the penalty or request a hearing before the city council. A request for a hearing shall be made by the individual or license holder in writing and filed with the city administrator or designee within ten days of the mailing of the notice of the alleged violation. Following receipt of a written request for hearing, the individual or license holder shall be afforded an opportunity for a hearing before the council.

E. FINDINGS: If after the hearing the license holder or individual is found in violation of this chapter, the council shall impose the penalty.

F. DEFAULT: If the individual or license holder has been provided written notice of the violation and if no request for a hearing is filed within the ten-day period, then the civil penalty, suspension or revocation imposed in this chapter shall take immediate effect by default. The city administrator or designee shall mail notice of the fine, suspension, or revocation to the individual or license holder.

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

Adopted by the city council of the City of Lauderdale this XXnd day of XXXXXXXX, 2014.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

Published in the Roseville Review the XXth day of XXXXXXXX, 2014.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 14, 2014

ITEM NUMBER 2430 Larpenteur Avenue

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Phase II testing was completed by January 3. It was slowed a bit by the cold, cold weather. The lab results should be back later next week. Barring something unforeseen, I should be able to give Ron Batty the go-ahead to get the closing paperwork drafted at that point and I can have the check for the purchase price on the next agenda. As soon as Peer Engineering is able to, they will get the application for the "No Association" letter off to the MPCA. Once that is received back, the closing can happen.

So far, the costs for the testing have been paid by the EPA through the County grant. I was pleasantly surprised to learn the grant covered a hazardous materials survey and the associated testing. I had figured this would be done at the City's expense when the building was torn down. In the end, this has taken longer than I think we and the seller's would have liked but the City can demonstrate it has done its due diligence.

In order to keep the process moving, I need a motion from the Council authorizing Peer Engineering to prepare and submit the application for the No Association letter to the MPCA (paid at City cost) and authorize staff to submit payment to the MPCA for the review of the No Association application (paid at City cost). Peer said the MPCA fee is usually around \$1,000.

OPTIONS:

STAFF RECOMMENDATION:

Motion authorizing Peer Engineering to prepare and submit the application for the No Association letter to the MPCA and authorizing staff to submit payment to the MPCA for the review of the No Association application.

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 14, 2014

ITEM NUMBER City Labs Project

STAFF INITIAL 

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City of St. Anthony plans to apply to be the next CityLabs partner. I included some information from the CityLabs website, but in a nutshell, the selected city will work with faculty and students from five local private colleges on projects that address aspects of sustainability. Since we have partnered in the past, St. Anthony is asking Lauderdale and Falcon Heights if we would like to apply as a consortium of cities. In doing this, the cities could work on needs we share or as individual cities.

CityLabs has worked with the City of St. Paul the past two years. All totaled the partnership equates to about \$100,000 in resources per year. The partner city is asked to cover 20-25% of that cost. St. Anthony envisions that each city would contribute about \$2,000 for each individual project we would like done and share the costs for any projects we do in common. St. Anthony is paying their consultant planner to be the coordinator and pull the grant application together.

Staff from the three cities discussed project ideas. They include things like exploring expanding recycling to businesses and multi-family units. (Lauderdale is the only city that currently does multifamily pick up.) Also, working together to implement the requirements of our new MS4 permits. St. Anthony plans to explore organized recycling; we could join in with them.

During the meeting, I would like to discuss whether the Council thinks this assistance is of value. And if so, what would be your priority projects. I am sure this whole concept is still a little fuzzy/vague to you. I can explain in more detail during the meeting.

OPTIONS:

STAFF RECOMMENDATION:

about citylabs

CityLabs is a faculty-driven, yearlong partnership between the Associated Colleges of the Twin Cities (ACTC) and one partner city in the Twin Cities metropolitan region. During the academic year, experienced faculty and staff take on projects proposed by the city partner, and integrate them into existing courses. This year-long, in-depth collaboration enables the partner to advance its sustainability initiatives through student-focused academic experiences. Our goal is to put the academic resources of ACTC and the civic resources of the Twin Cities to work for each other to create a more sustainable and livable future.

CityLabs is adapted from the the **Sustainable City Year Program (SCYP)** at the University of Oregon. Started in 2009, SCYP is an innovative program that connects existing classes, existing faculty, and existing assignments across multiple disciplines to real-world projects identified by a different city each academic year. The SCYP directors saw that their program was scalable and replicable, and began hosting replication conferences to help other colleges and universities begin to offer their own.

Now, SCYP is joined not only by CityLabs in the Twin Cities, but also by Penn State, the University of Iowa, the University of Minnesota, the University of North Carolina-Chapel Hill, and growing numbers of other colleges and universities across the country and around the world as we all bring to our regions the same focused student attention to sustainability issues. ACTC's CityLabs adaptation is unique: we are the only consortium launching the program, and we are focusing particularly on the ways that undergraduate students in the liberal arts can make significant contributions to resilience and livability in the Twin Cities region.

The New York Times has called SCYP "perhaps the most comprehensive effort by a U.S. university to infuse sustainability into its curricula and community outreach." **CityLabs** members will join SCYP at the University of Oregon in April 2013 for the second replication conference, where we will both share our successes and ideas for growth and refinement, and also continue discussing our growing national (and international) network of colleges and universities assisting local municipalities and organizations advance their sustainability goals.

About ACTC

A consortium of five private liberal arts colleges and universities, ACTC has been dedicated to advancing collaboration and enhancing the academic excellence of our member schools for more than thirty years.

*Augsburg College | Hamline University | Macalester College
St. Catherine University | University of St. Thomas*

Our mission

ACTC advances collaboration, implements sustainable models and methods, and enhances the academic excellence of our member institutions in celebration of the urban liberal arts experience.

Our values

By fostering a cross-institutional culture of collaboration, ACTC builds on the strengths of its member institutions and their efforts to achieve more, together. We aspire to create a positive, collaborative culture that promotes:

- Significant student experiences
- Cross-institutional collaborations
- Faculty engagement
- Community-wide involvement

Learn more about ACTC at www.actc-mn.org (<http://www.actc-mn.org/home/about>).

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2014-15 CityLabs: Request for Proposals

RFP Available Now!

What is CityLabs?

CityLabs is a yearlong partnership between the member institutions of the Associated Colleges of the Twin Cities (ACTC) and one city in the Twin Cities metropolitan region to advance that city's sustainability and livability goals. CityLabs' goal is to put the academic resources of ACTC and the civic resources of the Twin Cities to work for each other—with an eye toward creating a more sustainable and livable future for all.

ACTC students and faculty work in collaboration with staff from a partner city through a variety of multi-disciplinary projects integrated into existing courses. Cities are provided with innovative solutions to nagging problems, students get professional experience working on a real world issue, and the community is rewarded with a more sustainable and livable future.

How Does the Partnership Work?

The city partner identifies their own greatest needs and priorities related to sustainability and transforms them into specific project proposals. CityLabs addresses 10-15 projects during the typical partnership year, matching each project with one or more courses to complete the necessary work. Project work is completed primarily by upper-level undergraduate and graduate students, with direct oversight by faculty members, city staff leads, and CityLabs staff. The city partner supports the effort through dedicated staff time and a local funding contribution.

ACTC embraces an inclusive definition of "sustainability" that encompasses thriving and resilient communities, organizational transparency, economic opportunity, social equity, and healthy environments. Expertise across ACTC is available related to all these dimensions of sustainability. Likewise, CityLabs seeks to provide sustainable solutions to its partners by approaching sustainability from a diverse perspective, drawing from a broad spectrum of academic disciplines. CityLabs projects have been integrated into courses in Art, Biology, Communication Studies, Engineering, English, Environmental Studies and Environmental Science, Geography, Political Science, and Psychology. Additional disciplines can and will be added depending on the project needs outlined in your proposal. CityLabs' work has focused on projects related to energy, water, waste, natural resources, and transportation, among others.

Eligibility

Individual cities and counties, groups of cities, state or city departments and divisions, watershed and transit districts, utility boards, and more are all encouraged to apply. If a consortium of cities, districts, etc., a central entity should take the lead in applying and detail the key stakeholders/partners and the associated projects in their proposal. To minimize travel time and costs, applicants should ideally be located within a two-hour drive of the Twin Cities. Communities located further away from the Twin Cities may be considered if additional funds are contributed for overnight travel costs.

How do we get started?

1. **Let us know that you are interested so we can help!** Contact the Program Director for CityLabs, Jason Maher at 612-799-1260 or jason@actc-mn.org.
2. Review the Application Timeline and the CityLabs Request for Proposals packet. (See below.)
3. Select a date to submit your proposal to be the 2014-2015 CityLabs partner before the February 14, 2014 application deadline.

Jason can help introduce the CityLabs program to application teams, decision makers, and partners. He is available to help brainstorm project ideas and answer questions about the program. CityLabs is about developing strong partnerships between universities and communities and the more we work together during the application process, the better the projects will be.

Application Timeline

- October 28, 2013: ACTC issues request for proposals for CityLabs 2014-2015 partner and begins accepting applications.
- October 2013 – February 2014: The program Director for CityLabs is available for phone conferences and in-person meetings to discuss potential projects, as well as provide informational presentations to city staff, elected officials, or potential partner organizations and agencies. **We strongly suggest that potential CityLabs partners schedule a preliminary phone appointment or in-person visit with CityLabs' Program Director prior to submitting an application.**
- December 2013: Information session for potential CityLabs community partners. (*More information soon!*)
- February 14, 2014 (Valentine's Day): Applications are due to CityLabs by 5:00p.m.
- March 2014: ACTC identifies and notifies its top choice for CityLabs 2014-2015 partner by March 14th.

How to Apply

1. Download the **[CityLabs 2014-15 Request for Proposals packet](http://citylabsatactc.files.wordpress.com/2013/12/citylabs-14-15-rfp-3.pdf)** (<http://citylabsatactc.files.wordpress.com/2013/12/citylabs-14-15-rfp-3.pdf>)
2. Ask for our assistance in completing your application. Simply contact the Program Director for CityLabs, Jason Maher at 612-799-1260 or jason@actc-mn.org to discuss your interest in applying.
3. Complete and submit your proposal by Valentines's Day – February 14, 2014 at 5:00 p.m. ACTC will review proposals and select the 2014–2015 community partner by March 14, 2014.

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