

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, MARCH 26, 2013**  
**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 March 5, 2013 City Council Meeting
  - c. Claims Totaling \$43,269.59
4. **CONSENT**
  - a. February Finances
  - b. PCIC Minutes
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
7. **PUBLIC HEARINGS**

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

8. **DISCUSSION / ACTION ITEMS**
  - a. Proposal for Streetscaping Design
  - b. Fire Service Ordinance
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. Annual Audit Presentation
  - b. Storm Water Pollution Prevention Public Hearing
  - c. Street Sweeping Quotes
  - d. Bench Donation by Croteau Family
  - e. Presentation by Comcast and North Suburban Cable Commission Representatives (April 26)

**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. Draft Animal Ordinance

**13. ADJOURNMENT**

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

Page 1 of 1

March 5, 2013

Mayor Dains called the City Council meeting to order at 7:39 p.m.

Councilors present: Denise Hawkinson, Lara Mac Lean, and Mayor Jeff Dains.

Councilors absent: Mary Gaasch and Roxanne Grove.

Staff present: Heather Butkowski, City Administrator.

**Mayor Dains asked for changes to the meeting agenda. There being none, Councilor Hawkinson moved to approve the agenda. Councilor Mac Lean seconded the motion and it passed unanimously.**

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

**Councilor Hawkinson moved approval of two sets of claims totaling \$82,711.04. Councilor Mac Lean seconded the motion and it passed unanimously.**

*Eagle Scout Project Request by Marc Pederson*

Marc Pederson asked the Council for permission to install wood duck houses along the Lauderdale side of Walsh Lake. He said the project was suggested to him by a resident that was concerned about the amount of duck weed in the lake and wanted to encourage wood ducks to eat the duck weed. The Council thought Pederson's project idea was a good one and offered their support.

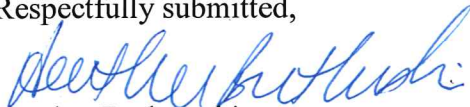
**Councilor Mac Lean moved to support Marc Pederson's Eagle Scout project to install five to seven wood duck houses along the Lauderdale side of Walsh Lake. Councilor Hawkinson seconded the motion and it passed unanimously.**

Agenda items for the March 26 council meeting include animal ordinance revisions and possibly a discussion regarding the redevelopment of the Lauderdale BP site.

The Mayor asked if anyone present wished to address the Council; no one did.

**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 7:50 p.m.**

Respectfully submitted,

  
Heather Butkowski  
City Administrator

**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**March 26, 2013 City Council Meeting**

Payroll

03/15/13 Payroll: Direct Deposit # 501550-501554	\$7,661.22
03/15/13 Payroll: Payroll Liabilities, e-payments #759E-761E	\$6,024.72

Vendor Claims

03/26/13 Claims: Check #'s 21656-21675	\$29,583.65
--	-------------

**SUBTOTAL \$43,269.59**

<b>Total Claims for Approval</b>	<b>\$43,269.59</b>
----------------------------------	--------------------

CITY OF LAUDERDALE

03/15/13 4:04 PM

Page 1

**\*Claim Register©**

031513pyroll

MARCH 2013

Claim Type	Direct				
Claim# 3219	NORTH STAR BANK, CHECKING S	Ck# 000759E	3/15/2013		
Cash Payment	G 101-21701 FEDERAL TAXES		03/15/2013 Payroll		\$1,224.02
	Invoice				
Cash Payment	G 101-21703 FICA WITHHOLDING.		03/15/2013 Payroll		\$1,951.78
	Invoice				
Transaction Date	3/15/2013	NORTH STAR CHE	10100	<b>Total</b>	<b>\$3,175.80</b>
Claim# 3220	PERA	Ck# 000760E	3/15/2013		
Cash Payment	G 101-21704 PERA		03/15/2013 Payroll		\$1,635.00
	Invoice				
Transaction Date	3/15/2013	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,635.00</b>
Claim# 3221	ICMA	Ck# 000761E	3/15/2013		
Cash Payment	G 101-21705 ICMA RETIREMENT		03/15/2013 Payroll		\$1,213.92
	Invoice				
Transaction Date	3/15/2013	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,213.92</b>
	<b>Claim Type</b>	<b>Direct</b>		<b>Tota</b>	<b>\$6,024.72</b>

Pre-Written Check	\$6,024.72
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$6,024.72</b>

CITY OF LAUDERDALE

03/22/13 12:56 PM

Page 1

\*Claim Register©

032613cl

MARCH 2013

<b>Claim Type</b>	<b>Direct</b>				
Claim#	3206	CROIX OIL	Ck# 021657	3/26/2013	
Cash Payment	E 601-49000-212	MOTOR FUELS	2/13	Motor Fuels	\$65.15
	Invoice				
Cash Payment	E 602-49100-212	MOTOR FUELS	2/13	Motor Fuels	\$65.15
	Invoice				
Cash Payment	E 101-43000-212	MOTOR FUELS	2/13	Motor Fuels	\$304.01
	Invoice				
Transaction Date	3/7/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$434.31
Claim#	3207	SUBURBAN RATE AUTHORITY	Ck# 021673	3/26/2013	
Cash Payment	E 101-41100-438	DUES & SUBSCRIPTION	2013	Membership Dues	\$400.00
	Invoice				
Transaction Date	3/11/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$400.00
Claim#	3208	XCEL ENERGY, PARK & GARAGE	Ck# 021674	3/26/2013	
Cash Payment	E 101-43000-383	GAS UTILITIES	2/13	PW and Warming House	\$124.63
	Invoice				
Cash Payment	E 101-45200-383	GAS UTILITIES	2/13	PW and Warming House	\$124.62
	Invoice				
Cash Payment	E 101-43000-381	ELECTRIC	2/13	PW and Warming House	\$95.56
	Invoice				
Cash Payment	E 101-45200-381	ELECTRIC	2/13	PW and Warming House	\$95.55
	Invoice				
Transaction Date	3/11/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$440.36
Claim#	3209	XCEL ENERGY, STREET LIGHTING	Ck# 021675	3/26/2013	
Cash Payment	E 101-43000-380	STREET LIGHT UTILITY	2/13	Street Lights	\$572.45
	Invoice				
Transaction Date	3/11/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$572.45
Claim#	3210	PREMIUM WATERS, INC	Ck# 021667	3/26/2013	
Cash Payment	E 101-41200-208	WATER DELIVERY	2/13	Water Delivery	\$32.80
	Invoice				
Transaction Date	3/11/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$32.80
Claim#	3211	PUBLIC EMPLOYEES INS PROGRA	Ck# 021668	3/26/2013	
Cash Payment	G 101-21706	HEALTH INSURANCE	4/13	Health Benefits	\$2,473.42
	Invoice				
Transaction Date	3/11/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$2,473.42
Claim#	3212	MAMA	Ck# 021664	3/26/2013	
Cash Payment	E 101-41200-308	TRAINING\CONFERENCE	2/13 & 3/13	Luncheons - HB	\$40.00
	Invoice				
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$40.00
Claim#	3213	SPRINT PCS	Ck# 021670	3/26/2013	
Cash Payment	E 601-49000-391	TELEPHONE/PAGERS	2/13	PW Cell Phones	\$18.20
	Invoice				
Cash Payment	E 602-49100-391	TELEPHONE/PAGERS	2/13	PW Cell Phones	\$18.20
	Invoice				
Cash Payment	E 101-43000-391	TELEPHONE/PAGERS	2/13	PW Cell Phones	\$36.41
	Invoice				
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$72.81

## CITY OF LAUDERDALE

03/22/13 12:56 PM

Page 2

## \*Claim Register©

032613cl

MARCH 2013

Claim#	3214	RAMSEY COUNTY, PROP REC & R	Ck# 021669	3/26/2013			
Cash Payment	E 101-43000-313	SNOW & ICE REMOVAL	1/13	Snow plowing		\$2,004.02	
		Invoice					
Cash Payment	E 101-43000-313	SNOW & ICE REMOVAL	2/13	Snow plowing		\$4,928.31	
		Invoice					
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$6,932.33	
Claim#	3215	HUGHES AND JOSEPH	Ck# 021660	3/26/2013			
Cash Payment	E 101-41500-300	LEGAL FEES - PROSECU	2/13	Legal Fees		\$850.00	
		Invoice					
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$850.00	
Claim#	3216	STANTEC	Ck# 021671	3/26/2013			
Cash Payment	E 101-43400-306	CONSULTING FEES		Council and Croix Alley Mtg, and Wetland Conservation		\$1,981.00	
		Invoice					
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,981.00	
Claim#	3217	INTEGRA	Ck# 021661	3/26/2013			
Cash Payment	E 101-41200-391	TELEPHONE/PAGERS	2/13	Fax Line		\$47.40	
		Invoice					
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$47.40	
Claim#	3218	G & K SERVICES	Ck# 021659	3/26/2013			
Cash Payment	E 601-49000-425	CLOTHING	2/13	PW Clothing		\$50.84	
		Invoice					
Cash Payment	E 602-49100-425	CLOTHING	2/13	PW Clothing		\$50.84	
		Invoice					
Transaction Date	3/15/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$101.68	
Claim#	3222	ABDO EICK & MEYERS LLP	Ck# 021656	3/26/2013			
Cash Payment	E 601-49000-301	AUDITING		2012 financial audit		\$1,220.00	
		Invoice					
Cash Payment	E 602-49100-301	AUDITING		2012 financial audit		\$1,220.00	
		Invoice					
Cash Payment	E 101-41500-301	AUDITING		2012 financial audit		\$9,760.00	
		Invoice					
Transaction Date	3/18/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$12,200.00	
Claim#	3223	EUREKA RECYCLING	Ck# 021658	3/26/2013			
Cash Payment	E 203-50000-389	RECYCLING CONTRACT	3/13	Recycling Contract		\$2,270.68	
		Invoice					
Transaction Date	3/18/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$2,270.68	
Claim#	3224	PIONEER PRESS	Ck# 021666	3/26/2013			
Cash Payment	E 101-41200-438	DUES & SUBSCRIPTION	52	Week Subscription		\$195.00	
		Invoice					
Transaction Date	3/18/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$195.00	
Claim#	3225	LMC	Ck# 021663	3/26/2013			
Cash Payment	E 101-41100-308	TRAINING/CONFERENCE	2013	Leadership Conference - MG		\$225.00	
		Invoice					
Transaction Date	3/19/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$225.00	
Claim#	3226	KENNEDY & GRAVEN	Ck# 021662	3/26/2013			

CITY OF LAUDERDALE

03/22/13 12:56 PM

Page 3

**\*Claim Register©**

032613cl

MARCH 2013

Cash Payment Invoice	E 101-41500-305 LEGAL FEES - CIVIL	2/13 Legal Services			\$32.00
Transaction Date	3/21/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$32.00
Claim#	3227	SUBURBAN ACE HARDWARE	Ck# 021672	3/26/2013	
Cash Payment Invoice	E 101-43000-228 MISC REPAIRS MAINT S	1 Mop for City Hall			\$9.39
Transaction Date	3/21/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$9.39
Claim#	3228	NORTH STAR BANK, PETTY CASH	Ck# 021665	3/26/2013	
Cash Payment Invoice	E 101-41200-201 GENERAL SUPPLIES	Tax Forms			\$84.35
Cash Payment Invoice	E 101-41200-203 POSTAGE	PO - Certified Mail			\$6.11
Cash Payment Invoice	E 201-45600-440 MEETING EXPENSES	PCIC Pizza			\$30.00
Cash Payment Invoice	E 101-41200-203 POSTAGE	PO - Certified Mail			\$6.11
Cash Payment Invoice	E 101-41200-203 POSTAGE	PO -Large Envelope			\$4.22
Cash Payment Invoice	E 101-41200-308 TRAINING\CONFERENCE APMP Mtg. - JB & KK				\$30.00
Cash Payment Invoice	E 101-41200-203 POSTAGE	1 Roll of Stamps			\$46.00
Cash Payment Invoice	E 101-41200-442 MISC	Fabric for Men's Room			\$26.46
Cash Payment Invoice	E 101-41200-203 POSTAGE	PO - Mail Envelope			\$4.02
Cash Payment Invoice	E 101-41200-440 MEETING EXPENSES	SRA - Lunch Meeting -HB			\$10.00
Cash Payment Invoice	E 101-41200-331 TRAVEL EXPENSE	Meeting Expenses - HB			\$10.00
Cash Payment Invoice	E 101-43000-442 MISC	PW Truck Washed			\$4.00
Cash Payment Invoice	E 101-41200-203 POSTAGE	PO Certified Mail			\$5.75
Cash Payment Invoice	E 101-41200-331 TRAVEL EXPENSE	Parking - HB			\$6.00
Transaction Date	3/21/2013	Due 0	NORTH STAR CHE	10100	<b>Total</b> \$273.02

Claim Type	Direct	Tota	\$29,583.65
------------	--------	------	-------------

Pre-Written Check	\$29,583.65
Checks to be Generated by the Compute	\$0.00
Total	\$29,583.65



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent                      X    
Public Hearing                       
Discussion                            
Action                                  
Resolution                            
Work Session                       

Meeting Date             March 26, 2013  
ITEM NUMBER            February Finances  
STAFF INITIAL            AB  
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 February 2013. The reports reflect all of the 2012 audit entries.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's finances for February 2013.

**COUNCIL ACTION:**

CITY OF LAUDERDALE

03/12/13 10:21 AM

Page 1

Cash Balances

Current Period: FEBRUARY 2013

FUND Descr	Account	MTD Debit	MTD Credit	Current Balance
<b>CASH</b>				
GENERAL	G 101-10100	\$6,383.59	\$91,780.50	-\$2,695,460.93
COMMUNITY EVENTS	G 201-10100	\$1.84	\$0.00	\$7,229.81
COMMUNICATIONS	G 202-10100	\$3.91	\$7,114.73	\$15,339.43
RECYCLING	G 203-10100	\$27.68	\$2,687.50	\$108,623.76
03 ST/UTIL IMP DEBT SERVICE	G 304-10100	\$40.70	\$0.00	\$159,698.28
CAPITAL IMPROVEMENT STREETS	G 401-10100	\$144.38	\$0.00	\$566,513.69
CAPITAL IMPROVEMENTS	G 402-10100	\$27.72	\$0.00	\$108,748.18
CAPITAL IMPROVE STORM WATER	G 403-10100	\$45.88	\$0.00	\$180,013.17
PARK IMPROVEMENT	G 404-10100	\$73.26	\$0.00	\$287,461.23
TIF-PROJECTS	G 405-10100	\$119.60	\$0.00	\$469,266.06
SEWER IMPROVEMENT	G 407-10100	\$110.68	\$0.00	\$434,283.03
SEWER UTILITIES	G 601-10100	\$12,432.42	\$14,008.76	\$361,498.54
STORM SEWER ENTERPRISE FUND	G 602-10100	\$5,138.05	\$5,773.07	\$65,276.78
<b>Total CASH</b>		\$24,549.71	\$121,364.56	\$68,491.03
<b>PETTY CASH</b>				
GENERAL	G 101-10200	\$0.00	\$0.00	\$400.00
<b>Total PETTY CASH</b>		\$0.00	\$0.00	\$400.00
<b>INVESTMENTS</b>				
GENERAL	G 101-10400	\$844.45	\$0.00	\$3,244,884.60
<b>Total INVESTMENTS</b>		\$844.45	\$0.00	\$3,244,884.60
<b>Grand Total</b>		\$25,394.16	\$121,364.56	\$3,313,775.63

CITY OF LAUDERDALE

03/12/13 10:22 AM

Page 1

\*Revenue Guideline©

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>GENERAL</b>						
Active	R 101-31010 CURRENT AD VALORE	\$488,203.00	-\$198.56	\$0.00	\$488,401.56	-0.04%
Active	R 101-31020 DELINQUENT AD VALO	\$0.00	\$198.81	\$0.00	-\$198.81	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	\$0.00	\$0.00	\$121,912.00	0.00%
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	\$675.00	-\$408.00	140.80%
Active	R 101-32140 HEATING/AC LICENSE	\$600.00	\$300.00	\$100.00	\$300.00	50.00%
Active	R 101-32150 TREE COMPANIES LIC	\$300.00	\$250.00	\$0.00	\$50.00	83.33%
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	\$618.00	\$188.00	\$2,382.00	20.60%
Active	R 101-32210 BUILDING PERMITS	\$6,000.00	\$752.25	\$501.75	\$5,247.75	12.54%
Active	R 101-32211 ZONING PERMIT APPLI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-32225 PLAN REVIEW FEE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-32230 PLUMBING PERMITS	\$700.00	\$48.00	\$0.00	\$652.00	6.86%
Active	R 101-32240 ANIMAL LICENSES	\$250.00	\$140.00	\$70.00	\$110.00	56.00%
Active	R 101-32270 HEATING A/C PERMIT	\$1,000.00	\$199.00	\$40.00	\$801.00	19.90%
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	\$0.00	\$0.00	\$516,153.00	0.00%
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	\$0.00	\$0.00	\$1,198.00	0.00%
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	\$1,220.00	\$410.00	\$2,780.00	30.50%
Active	R 101-34103 ADMINISTRATIVE FEE	\$0.00	\$25.00	\$25.00	-\$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	\$13.08	\$13.08	\$36.92	26.16%
Active	R 101-34110 VARIANCE FEES	\$0.00	\$0.00	\$0.00	\$0.00	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	\$75.00	\$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	\$4,126.30	\$4,126.30	\$32,873.70	11.15%
Active	R 101-36100 SPECIAL ASSESMENT	\$0.00	\$92.18	\$0.00	-\$92.18	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	-\$0.16	\$0.00	\$0.16	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	\$327.99	\$140.03	\$1,672.01	16.40%
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

\*Revenue Guideline©

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 101-36240 SURCHARGES	\$300.00	\$49.50	\$18.50	\$250.50	16.50%
Active	R 101-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36252 LMC INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	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%
	<b>Total GENERAL</b>	<b>\$1,187,216.00</b>	<b>\$9,552.39</b>	<b>\$6,382.66</b>	<b>\$1,177,663.61</b>	<b>0.80%</b>
<b>COMMUNITY EVENTS</b>						
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	\$0.00	\$0.00	\$50.00	0.00%
Active	R 201-34788 DAY IN THE PARK	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
Active	R 201-34789 MUSIC UNDER THE TR	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
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	\$0.00	\$0.00	\$100.00	0.00%
Active	R 201-34793 FUN RUN/WALK	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
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	\$0.00	\$0.00	\$600.00	0.00%
Active	R 201-36211 INVESTMENT INTERES	\$50.00	\$3.62	\$1.84	\$46.38	7.24%
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	\$0.00	\$0.00	\$100.00	0.00%
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%
	<b>Total COMMUNITY EVENTS</b>	<b>\$2,800.00</b>	<b>\$3.62</b>	<b>\$1.84</b>	<b>\$2,796.38</b>	<b>0.13%</b>
<b>COMMUNICATIONS</b>						
Active	R 202-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36211 INVESTMENT INTERES	\$100.00	\$9.45	\$3.91	\$90.55	9.45%
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	\$0.00	\$0.00	\$20,000.00	0.00%
	<b>Total COMMUNICATIONS</b>	<b>\$20,100.00</b>	<b>\$9.45</b>	<b>\$3.91</b>	<b>\$20,090.55</b>	<b>0.05%</b>
<b>RECYCLING</b>						
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	\$340.91	\$0.00	\$34,659.09	0.97%
Active	R 203-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36102 PENALTIES & INTERES	\$0.00	-\$341.26	\$0.00	\$341.26	0.00%
Active	R 203-36211 INVESTMENT INTERES	\$300.00	\$55.13	\$27.68	\$244.87	18.38%
Active	R 203-36250 REFUNDS & REIMBURS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total RECYCLING</b>	<b>\$40,100.00</b>	<b>\$54.78</b>	<b>\$27.68</b>	<b>\$40,045.22</b>	<b>0.14%</b>
<b>TAX INCREMENT DEBT SERVICE</b>						
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%

CITY OF LAUDERDALE

03/12/13 10:22 AM

Page 3

\*Revenue Guideline©

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	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%
<b>Total TAX INCREMENT DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>00 ST/UTIL IMP DEBT SERVICE</b>						
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%
<b>Total 00 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL IMP DEBT SERVICE</b>						
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%
<b>Total 02 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 304-36100 SPECIAL ASSESMENT	\$34,000.00	-\$0.31	\$0.00	\$34,000.31	0.00%
Active	R 304-36102 PENALTIES & INTERES	\$5,000.00	\$0.37	\$0.00	\$4,999.63	0.01%
Active	R 304-36211 INVESTMENT INTERES	\$1,000.00	\$80.08	\$40.70	\$919.92	8.01%
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%
<b>Total 03 ST/UTIL IMP DEBT SERVICE</b>		\$40,000.00	\$80.14	\$40.70	\$39,919.86	0.20%
<b>CAPITAL IMPROVEMENT STREETS</b>						
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	\$276.19	\$144.38	\$1,723.81	13.81%
Active	R 401-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39201 TRANSFER 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%
<b>Total CAPITAL IMPROVEMENT STREETS</b>		\$2,000.00	\$276.19	\$144.38	\$1,723.81	13.81%
<b>CAPITAL IMPROVEMENTS</b>						
Active	R 402-36211 INVESTMENT INTERES	\$400.00	\$38.75	\$27.72	\$361.25	9.69%
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 TRANSFER 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%
<b>Total CAPITAL IMPROVEMENTS</b>		\$400.00	\$38.75	\$27.72	\$361.25	9.69%
<b>CAPITAL IMPROVE STORM WATER</b>						
Active	R 403-36211 INVESTMENT INTERES	\$1,000.00	\$90.27	\$45.88	\$909.73	9.03%
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 TRANSFER 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%
<b>Total CAPITAL IMPROVE STORM WATER</b>		\$1,000.00	\$90.27	\$45.88	\$909.73	9.03%

CITY OF LAUDERDALE

\*Revenue Guideline©

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>PARK IMPROVEMENT</b>						
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	\$136.25	\$73.26	\$863.75	13.63%
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%
<b>Total PARK IMPROVEMENT</b>		\$1,000.00	\$136.25	\$73.26	\$863.75	13.63%
<b>TIF-PROJECTS</b>						
Active	R 405-31050 TAX INCREMENT	\$180,000.00	\$0.01	\$0.00	\$179,999.99	0.00%
Active	R 405-31051 DELINQUENT TAX INC	\$0.00	\$0.00	\$0.00	\$0.00	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	\$235.32	\$119.60	\$1,264.68	15.69%
Active	R 405-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	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%
<b>Total TIF-PROJECTS</b>		\$181,500.00	\$235.33	\$119.60	\$181,264.67	0.13%
<b>SEWER IMPROVEMENT</b>						
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	\$217.78	\$110.68	\$1,782.22	10.89%
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%
<b>Total SEWER IMPROVEMENT</b>		\$52,000.00	\$217.78	\$110.68	\$51,782.22	0.42%
<b>WATER UTILITY</b>						
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%
<b>Total WATER UTILITY</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL CONSTRUCTION</b>						
Active	R 412-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 02 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL CONSTRUCTION</b>						
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%
<b>Total 03 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SEWER UTILITIES</b>						
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%
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	\$181.69	\$92.13	\$1,818.31	9.08%

**CITY OF LAUDERDALE**  
**\*Revenue Guideline©**

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	2013	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
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	\$22,379.18	\$12,340.29	\$219,620.82	9.25%
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%
	<b>Total SEWER UTILITIES</b>	<b>\$244,000.00</b>	<b>\$22,560.87</b>	<b>\$12,432.42</b>	<b>\$221,439.13</b>	<b>9.25%</b>
<b>STORM SEWER ENTERPRISE FUND</b>						
Active	R 602-36211 INVESTMENT INTERES	\$300.00	\$32.90	\$16.64	\$267.10	10.97%
Active	R 602-37300 STORM SEWER FEE	\$61,000.00	\$8,040.28	\$3,172.62	\$52,959.72	13.18%
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%
	<b>Total STORM SEWER ENTERPRISE FUND</b>	<b>\$61,300.00</b>	<b>\$8,073.18</b>	<b>\$3,189.26</b>	<b>\$53,226.82</b>	<b>13.17%</b>
<b>GASB34</b>						
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%
	<b>Total GASB34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
	<b>Report Total</b>	<b>\$1,833,416.00</b>	<b>\$41,329.00</b>	<b>\$22,599.99</b>	<b>\$1,792,087.00</b>	<b>2.25%</b>





**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

03/12/13 10:21 AM

Page 2

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-41200-440 MEETING EXPENS	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-41200-442 MISC	\$500.00	\$120.00	\$120.00	\$0.00	\$380.00	24.00%
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	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41500-101 FULL TIME EMPLO	\$8,035.00	\$1,060.98	\$619.33	\$0.00	\$6,974.02	13.20%
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	\$76.91	\$44.90	\$0.00	\$506.09	13.19%
Active	E 101-41500-122 FICA CONTRIBUTI	\$615.00	\$81.17	\$47.38	\$0.00	\$533.83	13.20%
Active	E 101-41500-131 HEALTH INSURAN	\$1,200.00	\$200.00	\$100.00	\$0.00	\$1,000.00	16.67%
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	\$0.00	\$0.00	\$0.00	\$64.00	0.00%
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	\$850.00	\$850.00	\$0.00	\$17,150.00	4.72%
Active	E 101-41500-301 AUDITING	\$14,000.00	\$2,000.00	\$0.00	\$0.00	\$12,000.00	14.29%
Active	E 101-41500-305 LEGAL FEES - CIVI	\$10,000.00	\$0.00	\$876.25	\$0.00	\$10,000.00	0.00%
Active	E 101-41500-327 OTHER SERV- SE	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
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	\$1,103.89	\$1,103.89	\$0.00	\$12,071.11	8.38%
Active	E 101-42100-319 POLICE CONTRAC	\$602,030.00	\$100,338.31	\$50,169.15	\$0.00	\$501,691.69	16.67%
Active	E 101-42100-320 FIRE CONTRACT	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0.00%
Active	E 101-42100-321 FIRE CALLS	\$16,000.00	\$457.68	\$457.68	\$0.00	\$15,542.32	2.86%
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	\$0.00	\$0.00	\$0.00	\$0.00	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	\$1,097.65	\$1,097.65	\$0.00	-\$697.65	274.41%
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	\$4,027.41	\$2,382.85	\$0.00	\$24,320.59	14.21%
Active	E 101-43000-102 EMPLOYEE OVERT	\$3,000.00	\$345.20	\$345.20	\$0.00	\$2,654.80	11.51%
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	\$317.03	\$197.80	\$0.00	\$1,955.97	13.95%
Active	E 101-43000-122 FICA CONTRIBUTI	\$2,398.00	\$356.60	\$219.55	\$0.00	\$2,041.40	14.87%
Active	E 101-43000-131 HEALTH INSURAN	\$4,800.00	\$799.22	\$415.56	\$0.00	\$4,000.78	16.65%
Active	E 101-43000-151 WORKERS COMP	\$1,442.00	\$0.00	\$0.00	\$0.00	\$1,442.00	0.00%
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	\$126.78	\$126.78	\$0.00	\$2,873.22	4.23%
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	\$129.68	\$0.00	-\$129.68	0.00%

**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

03/12/13 10:21 AM

Page 3

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	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	\$117.18	\$117.18	\$0.00	\$1,882.82	5.86%
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	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	E 101-43000-314 STREET SWEEPIN	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-43000-317 TREE SERVICE	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.00%
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	\$349.12	\$130.00	\$0.00	\$1,150.88	23.27%
Active	E 101-43000-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-362 PROPERTY INSUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$642.52	\$657.94	\$0.00	\$5,857.48	9.88%
Active	E 101-43000-381 ELECTRIC	\$3,200.00	\$307.75	\$307.75	\$0.00	\$2,892.25	9.62%
Active	E 101-43000-382 WATER	\$100.00	\$0.00	\$36.28	\$0.00	\$100.00	0.00%
Active	E 101-43000-383 GAS UTILITIES	\$3,000.00	\$511.83	\$511.83	\$0.00	\$2,488.17	17.06%
Active	E 101-43000-384 REFUSE DISPOSAL	\$3,000.00	\$504.92	\$328.28	\$0.00	\$2,495.08	16.83%
Active	E 101-43000-391 TELEPHONE/PAGE	\$500.00	\$88.89	\$88.89	\$0.00	\$411.11	17.78%
Active	E 101-43000-402 CITY TRUCK REPAI	\$3,000.00	\$293.12	\$293.12	\$0.00	\$2,706.88	9.77%
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	\$25.00	\$0.00	\$0.00	-\$25.00	0.00%
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	\$4,419.55	\$2,592.58	\$0.00	\$29,260.45	13.12%
Active	E 101-43400-104 TEMP EMPLOYEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-121 PERA CONTRIBUTI	\$2,442.00	\$320.44	\$187.97	\$0.00	\$2,121.56	13.12%
Active	E 101-43400-122 FICA CONTRIBUTI	\$2,576.00	\$375.59	\$216.62	\$0.00	\$2,200.41	14.58%
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	\$879.13	\$431.56	\$0.00	\$4,520.87	16.28%
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	\$0.00	\$0.00	\$0.00	\$1,338.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-43400-306 CONSULTING FEE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-43400-308 TRAINING\CONFER	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$0.00	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	\$102.90	\$2.90	\$0.00	\$497.10	17.15%
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	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-101 FULL TIME EMPLO	\$45,985.00	\$5,239.07	\$3,077.03	\$0.00	\$40,745.93	11.39%
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	\$4,272.75	\$1,957.50	\$0.00	\$1,727.25	71.21%
Active	E 101-45200-121 PERA CONTRIBUTI	\$2,899.00	\$379.87	\$223.12	\$0.00	\$2,519.13	13.10%
Active	E 101-45200-122 FICA CONTRIBUTI	\$3,518.00	\$757.67	\$399.96	\$0.00	\$2,760.33	21.54%

**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

03/12/13 10:21 AM

Page 4

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-45200-131 HEALTH INSURAN	\$6,960.00	\$1,035.26	\$510.06	\$0.00	\$5,924.74	14.87%
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	\$0.00	\$0.00	\$0.00	\$1,271.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
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	\$18.29	\$18.29	\$0.00	\$681.71	2.61%
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	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
Active	E 101-45200-371 NON-RESIDENT RE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-45200-381 ELECTRIC	\$500.00	\$111.08	\$111.08	\$0.00	\$388.92	22.22%
Active	E 101-45200-382 WATER	\$200.00	\$0.00	\$175.79	\$0.00	\$200.00	0.00%
Active	E 101-45200-383 GAS UTILITIES	\$1,000.00	\$133.15	\$133.15	\$0.00	\$866.85	13.32%
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	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
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	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
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%
Active	E 101-45300-101 FULL TIME EMPLO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-121 PERA CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-122 FICA CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-131 HEALTH INSURAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$2,866.50	\$2,866.50	\$0.00	\$21,133.50	11.94%
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%







**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

03/12/13 10:21 AM

Page 8

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	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%
<b>Total TIF-PROJECTS</b>		\$574,000.00	\$0.00	\$0.00	\$0.00	\$574,000.00	0.00%
<b>SEWER IMPROVEMENT</b>							
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%
<b>Total SEWER IMPROVEMENT</b>		\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
<b>WATER UTILITY</b>							
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%
<b>Total WATER UTILITY</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL CONSTRUCTION</b>							
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%
<b>Total 02 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SEWER UTILITIES</b>							
Active	E 601-49000-101 FULL TIME EMPLO	\$28,134.00	-\$2,221.31	\$2,164.64	\$0.00	\$30,355.31	-7.90%
Active	E 601-49000-102 EMPLOYEE OVERT	\$12,000.00	\$1,280.22	\$808.24	\$0.00	\$10,719.78	10.67%
Active	E 601-49000-121 PERA CONTRIBUTI	\$2,910.00	\$359.75	\$215.52	\$0.00	\$2,550.25	12.36%
Active	E 601-49000-122 FICA CONTRIBUTI	\$3,070.00	\$399.55	\$238.15	\$0.00	\$2,670.45	13.01%
Active	E 601-49000-131 HEALTH INSURAN	\$4,536.00	\$893.49	\$450.15	\$0.00	\$3,642.51	19.70%
Active	E 601-49000-151 WORKERS COMP	\$2,783.00	\$0.00	\$0.00	\$0.00	\$2,783.00	0.00%
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	\$27.17	\$27.17	\$0.00	\$672.83	3.88%
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	\$250.00	\$0.00	\$0.00	\$1,450.00	14.71%
Active	E 601-49000-304 ENGINEERING	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
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	\$192.60	\$99.21	\$0.00	\$6,807.40	2.75%
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	\$0.00	\$0.00	\$0.00	\$1,800.00	0.00%
Active	E 601-49000-362 PROPERTY INSUR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$14.51	\$0.00	\$100.00	0.00%
Active	E 601-49000-387 WATER TREATME	\$120,000.00	\$29,577.75	\$9,859.25	\$0.00	\$90,422.25	24.65%
Active	E 601-49000-391 TELEPHONE/PAGE	\$300.00	\$44.44	\$44.44	\$0.00	\$255.56	14.81%
Active	E 601-49000-402 CITY TRUCK REPAI	\$400.00	\$36.64	\$36.64	\$0.00	\$363.36	9.16%
Active	E 601-49000-425 CLOTHING	\$1,000.00	\$50.84	\$50.84	\$0.00	\$949.16	5.08%
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%
<b>Total SEWER UTILITIES</b>		\$227,833.00	\$31,491.14	\$14,008.76	\$0.00	\$196,341.86	13.82%
<b>STORM SEWER ENTERPRISE FUND</b>							
Active	E 602-49100-101 FULL TIME EMPLO	\$32,114.00	-\$2,035.20	\$2,470.74	\$0.00	\$34,149.20	-6.34%

**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

03/12/13 10:21 AM

Page 9

Current Period: FEBRUARY 2013

		2013	2013	FEBRUARY	Enc	2013	% of
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 602-49100-102 EMPLOYEE OVERT	\$5,000.00	\$533.44	\$336.77	\$0.00	\$4,466.56	10.67%
Active	E 602-49100-121 PERA CONTRIBUTI	\$2,691.00	\$343.30	\$203.53	\$0.00	\$2,347.70	12.76%
Active	E 602-49100-122 FICA CONTRIBUTI	\$2,839.00	\$380.52	\$223.99	\$0.00	\$2,458.48	13.40%
Active	E 602-49100-131 HEALTH INSURAN	\$4,944.00	\$832.86	\$412.65	\$0.00	\$4,111.14	16.85%
Active	E 602-49100-151 WORKERS COMP	\$2,262.00	\$0.00	\$0.00	\$0.00	\$2,262.00	0.00%
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	\$27.17	\$27.17	\$0.00	\$672.83	3.88%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-301 AUDITING	\$1,700.00	\$250.00	\$0.00	\$0.00	\$1,450.00	14.71%
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 602-49100-327 OTHER SERV- SE	\$2,500.00	\$33.99	\$17.51	\$0.00	\$2,466.01	1.36%
Active	E 602-49100-352 PUBLIC INFO NOTI	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 602-49100-361 GENERAL LIABILIT	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0.00%
Active	E 602-49100-391 TELEPHONE/PAGE	\$300.00	\$44.44	\$44.44	\$0.00	\$255.56	14.81%
Active	E 602-49100-402 CITY TRUCK REPAI	\$400.00	\$36.64	\$36.64	\$0.00	\$363.36	9.16%
Active	E 602-49100-425 CLOTHING	\$1,000.00	\$50.84	\$50.84	\$0.00	\$949.16	5.08%
Active	E 602-49100-438 DUES & SUBSCRIP	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
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%
<b>Total STORM SEWER ENTERPRISE FUND</b>		<b>\$69,350.00</b>	<b>\$498.00</b>	<b>\$3,824.28</b>	<b>\$0.00</b>	<b>\$68,852.00</b>	<b>0.72%</b>
<b>GASB34</b>							
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%
<b>Total GASB34</b>		<b>\$0.00</b>	<b>-\$37,792.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$37,792.37</b>	<b>0.00%</b>
<b>Report Total</b>		<b>\$2,416,321.00</b>	<b>\$274,309.19</b>	<b>\$116,072.89</b>	<b>\$0.00</b>	<b>\$2,142,011.81</b>	<b>11.35%</b>



ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u>    X    </u>	MEETING DATE <u>March 26, 2013</u>
Special <u>          </u>	
Public Hearing <u>          </u>	ITEM NUMBER <u>PCIC Minutes</u>
Report <u>          </u>	
Discussion/Action <u>          </u>	STAFF INITIAL <u>Jim</u>
Resolution <u>          </u>	
Work session <u>          </u>	APPROVED BY ADMINISTRATOR <u>          </u>

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

Attached are the minutes from the Park & Community Involvement Committee meeting of March 18, 2013.

**OPTIONS:**

- 1) Approve as consent item.
- 2) Remove from consent for discussion.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

**COUNCIL ACTION:**



**MINUTES**  
**MONDAY, MARCH 18, 2013**  
**PARK & COMMUNITY INVOLVEMENT COMMITTEE**

---

1. CALL TO ORDER           6:35 p.m.
2. ROLL CALL

Members Present: Trygve Hansen, Monica Gallagher, April Brandt,  
Annie Downing, Nate Downing, Matt Eisenschenk,  
Members Absent: Marilyn Smith, Susie Zahratka  
Staff & Council Present: Jim Bownik, Roxanne Grove  
Others Present: Nadia Simons

3. APPROVAL OF THE AGENDA

Brandt motioned to approve the agenda, second by A. Downing. Motion carried unanimously.

4. APPROVAL OF MINUTES OF DECEMBER 3, 2012 MEETING

Gallagher motioned to approve the minutes, second by N. Downing. Motion carried unanimously.

5. REPORTS

A. Welcome New Members

The Committee welcomed the new members and thanked them for their interest in helping the City plan community events and parks and open space improvements.

6. DISCUSSION/ACTION

A. Elect Chairperson

Gallagher opened the discussion about electing a committee chairperson. She inquired about Hansen's interest in remaining in that role. Bownik reported that Hansen indicated it is fine to rotate the chairperson to someone else if someone expressed interest. Gallagher then asked if anyone was interested in the role and opened the floor for nominations. Based on the discussion, Gallagher motioned to nominate Eisenschenk for committee chairperson, second by Brandt. Motion carried unanimously. Gallagher then motioned to close the nominations and cast a unanimous vote electing Eisenschenk as committee chairperson. Motion carried unanimously.

3/18/13

PCIC Minutes

The Committee congratulated Eisenschenk as the new committee chairperson and thanked Hansen upon his arrival for his service as the chair of the committee since January 2010.

Hansen resumed the meeting.

B. City-Wide Garage Sale Planning #1/1 (Saturday, May 18)

Bownik reported on the City-Wide Garage Sale event, which is always the third Saturday in May. Hansen suggested new signage for the event, since the current signs are in need of replacement. After some discussion, A. Downing and N. Downing offered assistance with new signs. Gallagher also suggested promoting upcoming events and volunteer opportunities on the garage sale listings.

C. June & July Music Under the Trees Planning #1/2

Bownik reported on the Music Under the Trees event. The Committee discussed the music licensing issue. After considerable discussion, the Committee recommended not obtaining licenses again this year for public performance of copyrighted music. It was also recommended to contact the musicians from last year because they play their own music or music that is in the public domain. Brandt offered assistance with booking the musicians.

7. OTHER BUSINESS

A. Park Improvements

Hansen asked if there is any unfinished business with the playground improvements. Bownik reported the improvements are complete. However, the donated bench swing is scheduled to be moved to Skyview Park this spring.

Hansen asked if there has been discussion of any other possible park projects. Bownik reported that there has been some discussion about replacing the warming house with a new community building. The idea was discussed most recently because of the recreation programs Roseville hosts in the summer. The building is not ideal for the programs because it is not air conditioned and is not well suited for indoor projects. Ideas were discussed for financial partners, possible grant opportunities, size and location, and what type of uses are needed. Uses discussed include skating, recreation programs, a community room, and bathrooms. Gallagher offered assistance researching foundations for grant opportunities.

8. SET PRELIMINARY AGENDA FOR NEXT MEETING

Hansen read the preliminary agenda for the next meeting.

3/18/13  
PCIC Minutes

9. SET DATE FOR NEXT MEETING

The committee meets on Mondays at 6:30 p.m. The next meeting will be Monday, June 3 at 6:30 p.m.

10. ADJOURNMENT

Hansen motioned to adjourn the meeting, second by Gallagher. Motion carried unanimously and adjourned at 7:43 p.m.

Respectfully submitted,

Jim Bownik  
Assistant City Administrator  
PCIC Staff Liaison

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date March 26, 2013  
ITEM NUMBER Larpenteur / Eustis Discussion  
STAFF INITIAL AB  
APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

Since the February 12 council meeting, staff sent letters to the property owners along the first block of the Eustis/Malvern Street alley. I received calls from four property owners, one email, and two people attended the March 4 Open House. Their comments are attached. I primarily heard from people who own property along the southern end of the alley. As you will see, the input was mixed.

Based on the February 12 discussion, I also sent a letter to Croix Oil highlighting some of the steps they would have to take to prepare a variance request and eventually construction plans (attached). Croix Oil has been in contact with Ramsey County about their access options and will be working on the project after some of their other Circle K transitions are completed.

City consultant Paul Bilotta will also be at the meeting to present Stantec's proposal for streetscape design.

**OPTIONS:**

- Discuss the alley feedback. If the Council absolutely knows it isn't interested in changing the use of the alley, I will let Croix Oil know. Otherwise, the Council can wait to hear the specifics of their variance request before making a decision.
- Review the streetscaping proposal prepared by Stantec. If the Council would like to proceed with having a design prepared, a motion to approve Phase 1 of the proposal would be required.

**STAFF RECOMMENDATION:**

**COUNCIL ACTION:**

**Cathy Harrington, 1707 Eustis Street**

Cathy does not support closing the eastern portion of the alley. She said she exits that way the vast majority of the time. She is concerned that it will be harder to get in and out of the alley when you have more than one person trying to use the alley. She also mentioned that exiting the alley during the winter was difficult because the alley gets slippery. I explained to her that the alleys aren't salted but scraped to the extent possible.

**Jody Steffen, 1719 Eustis Street**

Jody said she would be supportive of removing the asphalt alley and replacing it with vegetation. She is not supportive of a sidewalk through the alleyway. She felt that would encourage more walkers through the alley which can be unnerving and causes dogs to bark. She understands the sidewalk was suggested to help those that don't feel comfortable walking on Eustis Street. She felt proper width parking lanes on one side of Eustis Street with a walking/biking lane on the other would solve that problem. She was concerned about access for the garbage haulers and suggested a properly sized turning point for trucks if the alley pavement is improved (and the curbing behind BP taken out).

**Paavo Taipale – 1698 Malvern**

Paavo is concerned about the access for garbage trucks as well. I know from talking with him in the past that garbage trucks have damaged the siding on his garage and cracked the corner of his paved driveway. The same type of damage happens on the lot across from him as trucks turn that way too. He doesn't care whether the eastern portion of the alley is a walkway or not.

**Jenna Zark – 1715 Eustis Street (via email)**

"Greetings, Heather, unfortunately I cannot attend the town meeting about the alley between Malvern and Eustis Streets but I live at 1715 Eustis Street and would suffer greatly if I could not use the alley at the eastern portion of the "T" to drive out to work. Cars are often parked in such a way that I need to get in and out by using different exits or entrances to the alley. I am afraid it would severely impact me just during the morning hours when I need to get to work on time.

Please do NOT cut off my entrance/exit options and please do NOT create a pedestrian area. Please consider those of us that NEED to get to work on time!!!!"

**Pat and Charles Mason – 1699 Eustis and 2439 Larpenteur Avenue**

Pat is concerned that the existing fence (separating their Larpenteur Avenue property from the BP station) is not sturdy enough. She wants the City to require better fence construction. I asked her what she thought of vegetative screening. As she has seen others use it effectively, she was accepting of the idea. She didn't have a lot to say about changing the alley access. She liked the idea of a sidewalk but said she doesn't live there so she may not be the best judge. I asked her if the garbage trucks posed a problem for 1699 Eustis as it does for her neighbor across the alley. She didn't suggest that was a problem for them.

**Adam Jorgenson – 1731 Eustis Street**

Adam attended the meeting at City Hall. He supports the City's efforts to bring more of a presence to Lauderdale, including the idea to repurpose the alley to encourage the rebuilding of the gas station. He said the loss of the alley would not be a detriment to him.

**Brian Malzer – Lauderdale Wellness Center, 2443 Larpenteur Avenue**

Brian also attended the meeting at City Hall. He supports the City's efforts to spark changes on Larpenteur Avenue. He was concerned that the home next to BP was not acquired for redevelopment. He encouraged the Council to be involved with getting that property for redevelopment. He is concerned that the sidewalk on Larpenteur is too narrow making it uncomfortable for pedestrians to walk on. He said keeping pedestrian access in the alley would be important for people trying to access the new convenience store (and avoiding Larpenteur Avenue).

# *City of Lauderdale*

*The Island in the Metro*

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

February 21, 2013

Mark Ogren  
Paul Muilenberg  
1749 South Greeley Street  
PO Box 15  
Stillwater, MN 55082

Dear Mark and Paul,

The Lauderdale City Council met on February 12 to review the landscaping diagrams we previously shared with you and to discuss many of the items we have been discussing including the alley behind your building and opportunities to improve Larpenteur Avenue. The City Council is excited about your project and looks forward to seeing plans submitted. The goal of this letter is to clarify the process and summarize many of the items we have talked about and provide you direction on the rebuilding process, to the extent I am able, to facilitate you moving forward as quickly as possible.

Letters were mailed to the residents that live on the east side of Malvern Street and the west side of Eustis Street to let them know the City Council is considering changing the use of the alley right-of-way to provide you the option of using part of the alley to meet the City's zoning requirements for screening. Residents will be able to provide feedback by email and at City Hall but we are also planning a one-hour "open house" where residents can discuss the concept with Paul Bilotta and myself. That meeting is scheduled for 7:00 p.m. – 8:00 p.m. on Monday, March 4 at City Hall. You are welcome to attend but you are not required to.

As you would be using part of the alley right-of-way for vegetative screening, we would need to draft an agreement spelling out that privilege and addressing any liability concerns. As part of this, the City Attorney advised that Croix Oil should have an Owners and Encumbrances Report prepared for the portion of alley proposed to be repurposed. If you would like the City Attorney to arrange for this, I can get a cost estimate for you.

As we discussed on the phone, city staff would like to process all of your variances at one time if you think you would be able to prepare the request. The application requires a summary of the proposed variances and the "practical difficulties" questions need to be answered. From my understanding, your application could include variances from the rear-yard setback, required parking spaces, signage, and approval for vegetative screening.

- With regard to a variance for the rear yard setback, city staff would need a diagram showing the location of the building in relation to the setbacks being requested.
- With regard to parking, city staff would need to know the amount of retail space in the



# *City of Lauderdale*

## *The Island in the Metro*

new store and a diagram showing the number of and location of the parking spaces you plan to have.

- With regard to signage, city staff would need to know the location and size of the signage and what the signs will have on them.
- With regard to the vegetative screening, staff would need a plan showing the location and species you intend to plant along the northern and western property lines and describe how they will provide sufficient screening for the adjacent properties. We also need to know where you plan to locate and how you plan to enclose your garbage/recycling containers.

Once the City receives your variance request, staff has 15 days to review it for completeness. Obviously, we try to do this as quickly as we can. Once the application is considered complete, staff is required to give 10-days mailed notice of the request to adjacent neighbors letting them know of the date and time of the public hearing in which the City Council is taking public comment. At that meeting, staff will summarize your request for the City Council. You will then be given an opportunity to present the request to the City Council before they open the public hearing. If no further research or discussion is required, the City Council can act on the variance request during that meeting. Staff will draft a resolution summarizing their decision for adoption at the next meeting but that doesn't preclude you from moving ahead with the project if they have voted on the request.

As we also discussed, the City Council would like to have some city identification at the Eustis Street / Larpenteur Avenue intersection. Since you plan to put a monument sign near that intersection, the City would be interested in discussing a way to do that jointly. If that works with your plans, let city staff know when it would be an appropriate time to discuss further.

As we have also discussed, you will need to get approvals from Ramsey County and the Rice Creek Watershed District (RCWD). Ramsey County will look at your access points since Eustis Street and Larpenteur Avenue are county roads. They will also likely look at the location of signage to ensure it doesn't obstruct the views of traffic along the county roads. The watershed district will look at your plan and determine if you will need to meet any storm water requirements. RCWD may have grants for your storm water mitigation efforts, so please let city staff know if there is a way we can help with that.

As I also mentioned when we spoke, the City Council asked the city's engineering firm to prepare a proposal for streetscaping along Larpenteur Avenue from TH280 to Eustis Street (north side). Staff will update you as plans for this unfold.

Finally, Duane Grace, the City's commercial building official, will be reviewing your construction plans (building, mechanical, electrical, lighting, and plumbing) and working with your architect. I think they have been in contact in the past. Your contractors can apply for permits and drop off plans at City Hall.

# *City of Lauderdale*

## *The Island in the Metro*

I apologize for being wordy, in summary, the next steps are to:

- Meet with the neighbors about the repurposing of the alley (March 4)
- Review your site plan and process your variance request
- Prepare an agreement regarding the use of the alley
- Get Ramsey County approvals
- Get Rice Creek Watershed District approvals
- Apply for building permits
- Develop streetscaping plan (City)

Please, don't hesitate to contact me. I look forward to working with you through the rebuilding process.

Sincerely,

Heather Butkowski  
City Administrator

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

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

Re: A proposal for streetscape design

We are pleased to submit this proposal to assist the City of Lauderdale with preparing concept designs for the Larpenteur Avenue Streetscape. The streetscape treatments in this important gateway area have a great deal to do with shaping the character of Lauderdale, forming an armature for redevelopment and strengthening connections to the surrounding community.

Key items of our project understanding are as follows:

Larpenteur Avenue and the Highway 280 Bridge were reconstructed recently. The City of Lauderdale has already selected light fixtures for the bridge that should be used in the new streetscape. The new streetscape will consider creative ways to utilize the existing recently constructed concrete walks.

- Stantec will assist the City of Lauderdale with the design of streetscape improvements for Larpenteur Avenue generally between Highway 280 and Carl Streets. Our intent is to prepare a concept plan for the overall area and then prepare a demonstration project that focuses on the north side of Larpenteur Avenue between Malvern and Eustis Streets. The costs for a streetscape for an area the size of the proposed first phase could range from \$90,000 to over \$200,000 depending on the materials and components included in the design.
- Stantec will work closely with City and Ramsey County representatives to coordinate the design and construction documents.
- Construction of the streetscape is anticipated to occur during the 2013 construction season.

We have outlined a work program that responds to our understanding of the project and the objectives of the project. We believe our methodology will produce a meaningful, cost-effective and responsive plan for the project area. The proposed work program is outlined in the sequence in which the tasks are proposed to be performed. Our intent is to tailor the work tasks to meet your needs and budget. The following tasks are proposed at the concept plan level to assist in policy level decision making, but does not include detailed design or construction documents.

Our services will be provided in the following phases:

- Phase 1: Master Plan and Schematic Design for Demonstration Area
- Phase 2: Design Development Phase Services
- Phase 3: Construction Document Phase Services
- Phase 4: Bidding Phase Services
- Phase 5: Construction Phase Services

Stantec representatives will also provide project management services throughout all phases, attend meetings and presentations for city approvals as outlined below:

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

Although we have provided cost estimates for all phases of the project for planning purposes, phases 2 – 5 are provided as ranges. This is because the consulting costs will be dependent on the complexity of the elements chosen in the schematic design process in Phase 1. At the conclusion of Phase 1, the cost estimates will be revised to account for the actual concept chosen.

**PHASE 1: SCHEMATIC DESIGN SERVICES**

The first phase of the streetscape construction will be associated with the Croix Oil project and adjacent properties on the north side of Larpenteur Avenue between Eustis and Malvern Streets. The concept would set a tone that then could be extended to other sites on the corridor and Eustis Street as they redevelop. Of course, each additional site would be looked at individually, but the initial concept would be created with the thought that it would establish design concepts that could be extended throughout the corridor and establish a unique character for the City of Lauderdale.

**TASK 1.01 – PROJECT KICKOFF MEETING WITH CLIENT**

We will have an initial meeting with the Client to discuss project design objectives, timing, meetings, contacts, and any questions or concerns before proceeding with the project.

Deliverables: Meeting minutes and any changes to the project schedule diagram

**TASK 1.02 – BACKGROUND DATA/REVIEW/BASE MAPPING**

We will assemble base map information suitable for preliminary design services.

**TASK 1.03 – SITE REVIEW MEETING WITH CLIENT**

We will meet with a Client representative to review the current condition of the site.

Deliverables: Photographs of existing conditions and meeting notes

**TASK 1.04 – PRELIMINARY STREETScape MASTER PLAN**

A master plan will be developed to illustrate the various streetscape treatments utilized throughout the project area.

Deliverables: A master plan, sections and plan enlargements that illustrate the proposed streetscape treatments

**TASK 1.05 – CONSTRUCTION COST ESTIMATE**

An initial cost estimate will be generated for the entire streetscape master plan area.

Deliverables: Cost estimate spreadsheet for all phases of the streetscape

**TASK 1.06 – PROGRESS MEETING TO PRESENT PRELIMINARY MASTER PLAN DESIGN**

This meeting will be conducted to present the analysis, preliminary design alternatives and cost estimates. Feedback from the Client will define a preferred direction for the plan and streetscape elements.

Deliverables: Supporting graphics from the above tasks

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

**TASK 1.07 – REVISE PRELIMINARY MASTER PLAN**

Based on the feedback from the previous meeting, we will refine the designs into a preferred alternative and cost estimates before the next meeting.

Deliverables: Revised estimates and graphics (this information will guide future phases of the project)

**TASK 1.08 –PROGRESS MEETING TO PRESENT FINAL MASTER PLAN DESIGNS**

We will present the preferred master plan and design elements to the Client, focusing on the phasing and cost estimates. The first phase of construction will be defined at this meeting.

Deliverables: Revised estimates and graphics

**PHASE 2: DESIGN DEVELOPMENT FOR PHASE ONE OF THE STREETScape CONSTRUCTION**

This phase will focus on working with the Client and County representatives to refine the selection of materials, detailed drawings and specifications needed of the respective streetscape components for the first phase of construction. Following is an outline of the tasks for the design development phase:

**RESPONSIBILITIES & SERVICES**

**TASK 2.01** Administer the project work and coordinate with Client Project Manager and design team to develop the design. Confirm program with Client.

**TASK 2.02** Update the estimated cost of construction, program and areas and submit in a table format showing comparisons to original Proposal. Value engineer as needed to maintain project cost.

**TASK 2.03** During DD, the site design is refined, the plans, sections, elevations, etc. are drawn to scale, principal dimensions and materials are noted, and the civil, structural and electrical components are located. Identify utility needs for the project, and investigate the availability of needed services.

- Meet with the Client Project Manager, city staff to review project status

**TASK 2.04** Update the project schedule to include:

- Long lead times
- Review times
- Quality control review times (estimate approx. 1 month review time and 2 wks. to incorporate changes)
- Construction phasing

**TASK 2.05** Recommend the extent of site survey and soil boring locations.

**TASK 2.06** Schedule and conduct meetings to present, confirm and finalize material finish selections with Client Project Manager.

**TASK 2.07** The Design Development drawings, specifications, and cost estimate will be presented to the City Council for approval.

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



---

**INSTRUMENTS OF SERVICE / DELIVERABLES**

TASK 2.11 Meeting minutes

TASK 2.12 DD submittal shall include the following: (drawings in AutoCAD format; printed data in MSWord compatible format), materials schedule

- Preliminary Project Manual with outline specifications for all disciplines including bidding requirements, conditions of the contract, etc.
- Preliminary drawings and/or photos of streetscape components such as paving, furniture, lighting, signs, monuments, railings, kiosks, and plant materials
- Civil plans showing any new or increased utilities, hydrants, manholes, etc.
- Statements that the existing utility infrastructure systems have/do not have sufficient capacity to support the added/upgraded systems that are proposed for the project
- Catalog cut-sheets of finishes
- Selection of alternates for bidding
- City approval

TASK 2.13 Written request identifying independent construction testing services required

**PHASE 3: CONSTRUCTION DOCUMENTS PHASE SERVICES**

This phase includes completing a bidable and buildable construction document package, including plans, details, and specifications.

**RESPONSIBILITIES & SERVICES**

TASK 3.01 Continue to administer the project work and coordinate with Client Project Manager and design team to finalize the design

TASK 3.02 Update and confirm program, scope, cost and schedule with Client Project Manager

TASK 3.03 Obtain & review Client review comments on submittal documents and incorporate comments into CDs

TASK 3.04 Review progress of documents in meeting with Client Project Manager at 50% and 90% stage of completion

TASK 3.05 Prepare final drawings, specifications, conditions of the contract and bidding requirements based on approved DD documents and in sufficient detail for bidding and construction of the project

TASK 3.06 Review specifications and provide designs to obtain more competitive bidding

TASK 3.07 Prepare final code analyses of the Code Record and Code Plan(s), if appropriate

TASK 3.08 Finalize the estimated cost of construction - value engineer as required to maintain allocated and approved budget

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

- TASK 3.09 Identify construction testing needs and communicate to the Client Project Manager. Quality assurance testing shall be indicated in each specification division; defining the type of test and method; test frequency; test pass/fail tolerance; and action required for failed tests.
- TASK 3.10 Obtain from the Client Project Manager and edit the City's Division 00 Sections and related construction contract forms to be included in the Project Manual. Assign a section number and list the documents in the table of contents.
- TASK 3.11 Coordinate a Pre-bid conference. Attend and document the conference.
- TASK 3.12 Certify Drawings for bidding and construction

**INSTRUMENTS OF SERVICE / DELIVERABLES**

- TASK 3.13 Meeting minutes
- TASK 3.14 Letter response that all DD review comments have been incorporated into the documents. Provide written explanation for any review comments not incorporated into the documents. Confirm elements, scope, cost and schedule.
- TASK 3.15 Updated Schematic Design and Design Development Instruments of service/deliverables. Updates to program areas, scope, cost and schedule are to be a tabulated comparison. Submit 50% and 90% complete documents.
- TASK 3.16 Written responses to regulatory/legal reviews or inquiries
- TASK 3.17 Include sustainable design elements/products incorporated into the project
- TASK 3.18 Edit the City's Division 00 front end documents (Advertisement for Bids, Bid Proposal Forms, etc.)
  - Bid date, time, place
  - Substantial & completion date/liquidated or actual damages
  - Alternates and unit prices
  - % of targeted group goal requirement
  - Builders risk insurance requirement
  - Advertisement for bids: (Consultant shall edit in coordination with Client Project Manager. Include pre-bid conference date/time/location.
- TASK 3.19 Include all design professionals' CERTIFICATION SIGNATURES on drawings and on a signature sheet in the Project Manual.
- TASK 3.20 – City Council Presentation  
The final drawings, specifications, and cost estimate will be presented to the City Council for approval.

**PHASE 4: BIDDING PHASE SERVICES**

Stantec will be responsible for the bidding and construction management phases of the streetscape. Stantec will assist the City by providing the following services:

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

**RESPONSIBILITIES & SERVICES**

- TASK 4.01** Accurate and complete construction documents prepared in order to receive accurate bids with a minimum of change orders. Approval for bidding will be dependent upon:
- The appropriate level of completion of contract documents and
  - Estimated cost of construction being in conformance with the allocated construction cost.
- TASK 4.02** Prepare and submit advertisements for bids. Coordinate with Client Project Manager. Schedule a pre-bid conference for publishing in the ad for bids;
- TASK 4.03** Print and distribute drawings and specifications to prospective bidders, owner, and code officials
- TASK 4.04** Receive requests for and distribute bid sets to contractors, sub-contractors and builders exchanges. Monitor the number of requests for bid sets. Contact contractors in the project area to increase interest in the project.
- TASK 4.05** Respond to contractor inquiries, review manufacturer/supplier requests for prior approvals/substitutions with Client Project Manager
- TASK 4.06** Coordinate and conduct a pre-bid conference
- TASK 4.07** Attend bid opening, review bids and provide Client with written recommendation to award or not to award the contract to a particular bidder
- TASK 4.08** Prepare and submit to the Client complete sets of documents (including Project Manual) that include all addenda, changes or clarifications that were made/issued during the bidding period

**INSTRUMENTS OF SERVICE / DELIVERABLES**

- TASK 4.09** Provide the Client Project Manager and the agency/facility copies of all addenda that document bidding activity
- TASK 4.10** Prebid conference notice and agenda. Prepare and distribute conference minutes.
- TASK 4.11** Submit the following complete sets of drawings and specifications, which adequately and accurately describe the construction project.
- Each builders exchange, Dodge Reports, Construction reporting companies
  - Local/municipal code official
  - Others as required for project review/approval
- TASK 4.12** Respond, in writing, to review comments received from, Fire Marshal, Department of Health, Local Code Authority, Pollution Control Agency, or other regulatory authorities
- TASK 4.13** Submit written bid award recommendation to Client Project Manager after bids are posted





---

**PHASE 5: CONSTRUCTION PHASE SERVICES**

**RESPONSIBILITIES & SERVICES**

- TASK 5.01 Schedule and conduct a pre-construction conference
- TASK 5.02 Administer the construction contract according to the terms, conditions, and provisions of the contract documents. Interpret the requirements of the contract documents. Advise the Client concerning performance of the Contractor. Respond to Contractor questions.
- TASK 5.03 Represent, advise, and consult with the Client. Communicate with construction contractors on behalf of Client.
- TASK 5.04 Observe construction & keep Client informed of progress. Evaluate and record work progress. Perform construction observation visits at times appropriate to the stage of the work. Provide site visits and necessary work in order to interpret and clarify designs to the contractor. Immediately inform Client of any nonconforming work.
- TASK 5.05 Monitor events (weather, material delivery, etc.) that may prompt a delay in the project. Validate Contractor delay claims.
- TASK 5.06 Review and certify Contractor's periodic (monthly) pay requests.
- TASK 5.07 Schedule and conduct recurring and special construction progress, status, and coordination meetings.
- TASK 5.08 Prepare documentation for all clarifications and changes in the construction work. Record reason for change on the supplemental agreement using the following categories:
- Consultant coordination
  - Client's request
  - Unforeseen conditions
  - Value added quality
- TASK 5.09 Maintain changes for electronic Drawings of Record
- TASK 5.10 Conduct two inspections to determine dates of substantial and final completion of the construction

**INSTRUMENTS OF SERVICE / DELIVERABLES**

- TASK 5.11 Meeting notice and agenda and minutes
- TASK 5.12 Issue clarifications, responses to RFI's and/or RFPs as required to achieve the intent of the design
- TASK 5.13 Construction observation reports document work progress relative to the schedule. Distribute a schedule of site visits by subconsultants.
- TASK 5.14 Notify the Client of any claims related to additional time or cost submitted by the contractor. Review & recommend any time extension claims. Make interpretations and recommendations

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



Stantec

to the Client on additional costs, delay claims, time extensions, nonconforming work, and stop work notice. Respond to contractor regarding these issues.

- TASK 5.15 Review all substitution requests with the owner
- TASK 5.16 Timely response & return of contractor shop drawings and submittals
- TASK 5.17 Submit contractor's request for payment after being certified by Consultant A/E of Record.
- TASK 5.18 Verify receipts of closeout submittals prior to approving final payment to the contractor.
- TASK 5.19 Prepare Supplemental Agreements to the construction contract. Verify pricing submitted by Contractor is detailed with units of material and labor.
- TASK 5.20 Prepare and issue: Proposal Requests (PR's). Supplemental Instructions (SI's). Supplemental Agreements (SA's) (change orders)
- TASK 5.21 Final inspection punch list & Certificate of Substantial Completion
- TASK 5.22 Updated electronic specifications and drawings of record
- TASK 5.23 Drawings & Documents to be submitted for this phase (CD) are the same SD, DD, CD submittals only with all information finalized

**ESTIMATED FEES**

Following is a cost estimate for the tasks outlined in the proposed scope of work. Our intent is to tailor the scope of work to your needs and budget, and to work with City staff and existing information to minimize costs. We will strive to keep costs down, and undertake only that work that has been discussed with and approved by the City. Costs for Phase one is outlined below. A range of costs is listed below for Phases 2 through 5. The actual costs for these phases will be determined when the scope of the streetscape design and construction is more clearly defined.

Phase	Estimated Fee	Basis of Compensation
Phase 1: Schematic Design	\$8,000	Estimated Hourly
Phase 2: Design Development	\$6,000 to \$12,500	
Phase 3: Construction Documents	\$15,000 to \$20,000	
Phase 4: Bidding	\$1,500 to \$2,500	
Phase 5: Construction Services	\$4,500 to \$7,500	

**REIMBURSABLE EXPENSES**

Consultant will be reimbursed for all direct expenses relating to the professional services described above according to the Standard Rate Schedule below. These expenses may include drafting and art supplies, mileage, postage, delivery charges, photography and reproduction charges, fax, long distance phone, and other

**PROPOSAL**

**LAUDERDALE STREETScape DESIGN PROPOSAL**

March 20, 2013



**Stantec**

typical and normal expenses associated with this type of planning work. Any unusual or large expenses will be approved in advance.

**ADDITIONAL SUPPORT SERVICES**

If authorized by the Client, the Consultant may provide the following Supplemental Services on an hourly basis unless otherwise negotiated with the City.

1. Attendance and assistance with public meetings and hearings in excess of those noted in Basic Services.
2. Providing any other service not otherwise included in Basic Services or not customarily furnished in accordance with generally accepted professional technical practice.

We are very excited to be considered for on-going work in the City of Lauderdale and to be working with the City staff toward a successful project.

If you have any questions about the proposal or its terms and conditions, please let us know.

Respectfully,

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in black ink, appearing to read "Geoff Martin", written over a large, stylized circular mark.

Geoff Martin, A\$LA  
Senior Landscape Architect  
Tel: (651) 967-4545  
Fax: (651) 636-1311  
geoff.martin@stantec.com


A handwritten signature in black ink, appearing to read "V. Paul Bilotta", written in a cursive style.

Paul Bilotta, AICP  
Senior Planner  
Tel: (651) 967-4572  
Fax: (651) 636-1311  
paul.bilotta@stantec.com

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date March 26, 2013  
ITEM NUMBER Fire Call Charge Backs  
STAFF INITIAL   
APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

As we discussed in December, the fire department is called upon to clean up after motor vehicle accidents and respond to spills and utility work accidents such as gas main breaks. This happened in August when a gas line near Brandy Chase was hit by a contractor working for Qwest. The City can require reimbursement for these sorts of fire service calls if it has an ordinance in place. The Council began discussing the types of calls you would seek reimbursement for. I think the consensus was for utility work that goes awry and chemical spills (but not the clean up of vehicle fluids released during motor vehicle accidents). The goal of the Council was to ensure compensation from non-property owners as Lauderdale residents and businesses already pay for fire services through their property taxes. Section 5-10-3 of the draft ordinance goes beyond what the Council discussed to include motor vehicle accidents. I put the language in the draft to cover all calls except those for a fire so the Council can decide in what areas you want to scale back.

**OPTIONS:**

Discuss the draft ordinance. If it is getting close to being completed, staff will ask the city attorney to review.

**STAFF RECOMMENDATION:**

CITY OF LAUDERDALE

**ORDINANCE NO. 13-X**

An Ordinance amending Title 5 of the Code of Ordinance by adding a new chapter 10 regarding Fees for Fire Services.

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

SECTION 1. The Lauderdale City Code is amended by adding the following new chapter:

CHAPTER 10

FEES FOR FIRE SERVICES

SECTION

5-10-1: PURPOSE

5-10-2: DEFINITION

5-10-3: PARTIES AFFECTED

5-10-4: FIRE SERVICE FEE

5-10-5: BILLING AND COLLECTION

5-10-6: APPLICATION OF COLLECTIONS TO BUDGET

5-10-1: PURPOSE:

This ordinance is adopted for the purpose of authorizing the City of Lauderdale to charge for fire service as authorized by Minnesota Statutes Sections 366.011, 366.012, and 415.01.

5-10-2: DEFINITIONS:

As used in this Chapter, the following words and terms shall have the meanings ascribed to them:

FIRE SERVICES: means any deployment of firefighting personnel and/or equipment to extinguish a fire or perform any preventative measure in an effort to protect equipment, life, or property in an area threatened by fire. It also includes the deployment of firefighting personnel and/or equipment to provide fire suppression, rescue, extrication, spill cleanup and containment, motor vehicle accident traffic control and clean up, and any other services for which the City's contracted fire department is called on to provide.

FIRE SERVICE CHARGE: means the charge imposed by the City for fire services provided. The charge is based upon the charge for the service as determined by the City's contracted fire department.

MOTOR VEHICLE: means any self-propelled vehicle designed and originally manufactured to operate primarily upon public roads and highways. It includes semi-trailers but it does not include snowmobiles, manufactured homes, all-terrain vehicles, or park trailers.

FIRE PROTECTION CONTRACT: means a contract between the City of Lauderdale and its contracted fire service provider.

5-10-3: PARTIES AFFECTED:

The person, firm, partnership, association, corporation, company, or organization of any kind which receives fire services as a result of a motor vehicle accident including, but not limited to, vehicle fires, vehicle extractions, vehicle fluid spills and responses to damage caused by vehicles to power or gas lines and other hazardous situations caused by an accident.

The person, firm, partnership, association, corporation, company, or organization of any kind which receives fire services as a result of damage to utilities, including but not limited to, cable, electrical, and gas lines.

The person, firm, partnership, association, corporation, company, or organization of any kind which receives fire services as a result of toxic or non-toxic chemical spills whether located on public or private property.

5-10-4: FIRE SERVICE FEE:

The cost of fire services will be billed per the rate charged by the City's contracted fire department plus an administrative fee as set forth by the City Council from time to time.

5-10-5: BILLING AND COLLECTION:

A. Parties requesting and receiving fire services as defined in Section 5-10-3 shall be billed by the City. If the party receiving fire services did not request the fire services but the fire department personnel in charge determined the fire service to be necessary, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire service charge not covered by a party's insurance remains a debt of the party receiving the fire services.

B. Fee Imposed: Upon receipt of a report that fire services were rendered, the City shall notify by mail the fire service user of the fee for the fire service. The fire service user shall have thirty (30) days after receipt of the notice to pay the fee required by this Section. If the fire service charge remains unpaid, the City will send a notice of delinquency. If the fire service charge remains unpaid 30 days after the notice of delinquency is sent to the recipients of the service or the recipient's representative or estate, the City may use any lawful means allowed to a private party for the collection of the unsecured delinquent debt. The party receiving the fire service shall be

liable for all collection costs incurred by the City including, but not limited to, reasonable attorney fees and court costs.

D. If the fire service charge remains unpaid 30 days after the notice of delinquency, the City Council may certify the unpaid fire service charge to the county auditor in which the recipient of the fire services owns real property for collection with property taxes on or before October 15 of each year. The county auditor is responsible for remitting to the city all charges collected on behalf of the City. The City must give the property owner notice of its intent to certify the unpaid fire service charge by September 15.

#### 5-10-6: APPLICATION OF COLLECTIONS TO BUDGET

All collected fire service charges will be city funds and used to offset the expenses incurred by the City for providing fire services.

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

Adopted by the City Council of the City of Lauderdale this XX<sup>th</sup> day of April, 2013.

---

Jeffrey Dains, Mayor

ATTEST:

---

Heather Butkowski, City Administrator

Published in the Roseville Review this XX<sup>th</sup> day of April, 2013.

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date March 26, 2013

ITEM NUMBER Animal Control Ordinance

STAFF INITIAL DB

APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Council took public comment regarding the animal control ordinance in January and February. Since then, staff incorporated council members' comments and ideas into the existing ordinance. In areas where there might not have been consensus, I drafted language that I thought would be a compromise. Let me know if you think I am way off, we will keep tweaking until the Council is satisfied with the ordinance. A very rough draft is attached. Formatting and internal citations will be updated after the content is nearly completed.

There are a number of sections that need to be further refined.

1. Licenses:

Very few people license their pets. Staff issued nine cat licenses in the last year; six were issued to Luther Seminary students (the school requires them to get the license to keep pets in student housing). Staff issued 29 dog licenses since last June; 13 were issued to Seminary students. Many of the others sought licenses after receiving violation notices regarding their pets. In short, very few people license their pets. Many register their new puppies but subsequent licenses are rare. The Council has a couple of options:

1. Keep licensing as is. This means issuing licenses to those who request them but not actively ensuring regular licensing.
2. Put more resources into tracking pets within the City (send out reminder notices).
3. Create an alternative licensing system. For example, Roseville created a licensing system that rewards those that invest in microchipping and sterilization and offers lifetime licenses. A copy of their fee schedule is attached.

There are pros and cons to each option. Keeping things as they are wouldn't add additional cost to the City but it doesn't achieve its purpose. City resources could be put into tracking pet licenses. That would likely include investing in a software tracking program that would help automate the process. The Council could increase the cost of the license to cover the costs.



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

I think there is a lot of value in coming up with a licensing system that residents will buy into. It seems residents license their dogs because they want them returned if they run away. Cities license animals due to concerns about rabies and public health. Ideally, we can come up with a licensing method that makes sense. I included information on Roseville's lifetime license on page 10.

### **Chickens:**

On page 11 begins a new section on chickens. It includes a prohibition on roosters. I tried to balance the comments regarding limits versus managing chickens on a nuisance basis. As drafted, the ordinance would allow residents to have a yet to be determined number of chickens without City approval or permit. If a resident desired more than that number they would need to get neighbor consent and council approval. As I indicated before, I am just throwing out ideas. Most cities limit by number so this would be a new licensing method.

On page 12 starts a list of provisions that I would appreciate feedback on. The first is location of coops requiring they be five feet from property lines as that is the standard for ancillary structures in the zoning ordinance. Next, I assume the Council would still want to control the sale of the eggs and chickens through its home based business ordinance. Finally, I suggest prohibiting the visible slaughtering of chickens. Cities are really all over the map on the slaughtering issue.

### **Bees:**

On page 13 begins a new section on bees. Instead of being prohibited, in the new ordinance bees would require neighbor consent, a public hearing, and Council permission. This is in addition to the other provisions Councilors suggested regarding fencing and training.

### **Additional Changes:**

I made a number of additional changes based on Council discussion and language I saw in other ordinances that I thought would improve Lauderdale's. The last section regarding dangerous dogs has not yet been revised. For the benefit of the police, I thought it would make sense to adopt how St. Anthony and Falcon Heights handle dangerous dogs. However, their ordinances are very different. Chief Ohl encourages the Council to adopt St. Anthony's version. St. Anthony prohibits dangerous dogs in the City. If someone wants to have or keep a dangerous dog, they need Council permission. If granted, the owner follows the provisions provided in state law regarding fencing and insurance.

Falcon Heights does not ban dangerous dogs but owners must follow state law with regard to how they are kept. Challenges to dangerous dog designations are heard by a hearing officer. It can, but doesn't have to be, a professional hearing officer. In one case, they asked Colleen Callahan to be the hearing officer.

The discussions to date have been very good. We will just need to spend the next couple of meetings further refining the ordinance.



You are here: [Home](#) > [For Residents](#) > [Pet Licenses](#)

## Pet Licenses

Stop by City Hall and get your dogs and cats licensed. It's easy to do, and it helps ensure your pet's health and safety. Stop by the front desk at City Hall during business hours to get a license. Bring proof that your dog or cat has been vaccinated (and sterilized or microchipped if applicable) and fill out a [license application](#).

### License Fees

Two year	\$35	Lifetime license	\$150
Two year microchipped only	\$25	Lifetime license microchipped only	\$100
Two year sterilized only	\$10	Lifetime license sterilized only	\$30
Two year sterilized and microchipped	\$5	Lifetime license sterilized and microchipped	\$5

If you have three or four dogs, you'll need a [Multiple Dog License](#) and written approval from at least 75% of your immediate neighbors.

City code requires pet owners to clean up and properly dispose of all messes left by your dog or cat when off your property. Animal feces can contaminate City lakes. Please be a responsible pet owner and clean up after your pet.

Your dog or cat must be on a leash if not on your property. Your dogs can be off-leash at the Reservoir Woods Dog Park located on the north side of Larpenteur, east of Dale Street. Dogs without leashes and dog owners can exercise on two soft trail areas. A portion of the area is handicapped accessible.

Stray pets whose owners cannot be reached are taken to the Brighton Vet Clinic at 2615 Mississippi Street, New Brighton. Animals are usually kept for 7 to 10 days. Call 651-636-1063 if you think your pet may have been taken to the clinic. If you see a stray animal, contact Roseville Animal Control at 651-792-7235.

- Cable Channel 16
- City Code
- City Newsletter
- Contact City Staff
- Donating and Volunteering
- Education
- Election Information
- Garbage
- Housing
- How To Get Around Town
- Jobs
- Library
- Maps of Roseville
- New Resident Information
- News Update
- Next Door
- Ordinances Commonly Asked About
- Ordinances - Recent
- Parks
- Pet Licenses
- Places of Worship
- Resource Directory
- Public Notices
- Recycling
- Tree Policies and Programs
- Utility Billing

CITY OF LAUDERDALE

ANIMAL CONTROL<sup>1</sup>

SECTION:

- 5-3--1: Definitions
- 5-3--2: Enforcement
- 5-3--3: Exemptions
- 5-3--4: Non-Domesticated and Farm Animals
  - 5-3--4-1: Permit Required
  - 5-3--4-2: Application; Fees
  - 5-3--4-3: Hearing
  - 5-3--4-4: Term Of Permit; Renewal
  - 5-3--4-5: Revocation
  - 5-3--4-6: Home Occupation
  - 5-3--4-7: Penalty
- 5-3--5: Dogs And Cats
  - 5-3--5-1: License And Registration; Exceptions
  - 5-3--5-2: Vaccination Required
  - 5-3--5-3: Licensing Procedures
- 5-3--6: Regulations
- 5-3--7: Impoundment
- 5-3--8: Rabies Control
- 5-3--9: Biting Animals To Be Quarantined
- 5-3-10: Potentially Dangerous Dogs
- 5-3-11: Dangerous Dogs
- 5-3-12: Destruction of Dangerous Dogs
- 5-3-13: Penalty

5-3-1: DEFINITIONS:

As used in this Chapter, except as otherwise provided, the following terms shall have the respective meanings ascribed to them:

ANIMAL CONTROL AUTHORITY: ~~m~~Means an agency of the state, county, municipality ~~or city~~, or other governmental subdivision of the state, which is responsible for animal control operations in its jurisdiction.

ANIMAL, DOMESTIC: Animals commonly accepted as domesticated household pets. Unless otherwise defined, such animals shall include dogs, cats, caged birds, gerbils, hamsters,

---

<sup>1</sup> M.S.A. §§ 18.021 et seq., chapters 356 and 347, §§ 561.07, 609.227, and 609.605.

ferrets, mice, rats, guinea pigs, chinchillas, domesticated rabbits, fish, non-poisonous, non-venomous or non-constricting reptiles or amphibians.

ANIMAL, NON-DOMESTIC: Those animals commonly considered to be naturally wild and not naturally trained or domesticated, or which are commonly considered to be inherently dangerous to the health, safety, and welfare of people. Unless otherwise defined, such animals shall include:

- A. AnyAll members of the large cat family (family felidae) including, but not limited to, lions, tigers, cougars, bobcats, leopards, cheetahs, ocelots, servals, and jaguars, but excluding domesticated house-cats or cats recognized as a domestic breed, registered as a domestic breed, and shown as a domestic breed by a national or international multibreed cat registry association.
- B. AnyAll naturally wild members of the canine family (family canidae) including, but not limited to, wolves, foxes, coyotes, dingoes, and jackals, but excluding domesticated dogs or dogs recognized as a domestic breed, registered as a domestic breed, and shown as a domestic breed by a national or international multibreed dog registry association.
- C. Any hybrid or crossbreeds between a domesticated animal and a non-domesticated animal, such as the crossbreed between a wolf and a dog.
- D. Any member or relative of the rodent family, including, but not limited to, any skunk (whether or not descended), raccoon, or squirrel, but excluding those members otherwise defined or commonly accepted as domesticated pets as Animal, Domestic above.
- E. Any poisonous, venomous, constricting or inherently dangerous member of the reptile or amphibian families, including but not limited to, rattlesnakes, boa constrictors, pit vipers, crocodiles and alligators.

F. Any other animal which is not explicitly listed above but which can be reasonably defined by the terms of this subpart, including, but not limited to, bears, deer, monkeys and game fish.

G. All nonhuman primates, including, but not limited to, lemurs, monkeys, chimpanzees, gorillas, orangutans, marmosets, lorises, and tamarins.

H. All other animals defined as regulated by Minnesota Statutes 346.155, as may be amended from time to time.

ANIMAL, FARM: Those animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, such animals shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (male chickens, turkeys), fowl (ducks, geese), swine (pigs, including Vietnamese pot-bellied pigs), goats, bees other than honeybees, llamas, alpacas, and other animals associated with a farm, ranch or stable.

APIARY: The assembly of one or more colonies of bees in a single location.

AT LARGE: An unattended animal on public property; or an unattended animal on private property without the consent of the property owner.

BEEKEEPER: A person who owns or has charge of one or more colonies of bees.

CAT: Any domesticated feline animal, male or female, whole or neutered.

CHICKENS OR HEN CHICKENS: Female, domesticated fowl belonging to the Gallus gallus domesticus subspecies kept for the production of eggs.

CHICKEN COOP: A temporary structure for housing chickens which is made of wood or similar materials that provides shelter from the elements.

CHICKEN RUN: An enclosed outside yard for keeping chickens.

COLONY: An aggregate of bees consisting principally of workers, but having, when perfect, one queen and at times drones, brood, combs, and honey.

~~Any dog that has committed any of the acts set forth below~~  
Means any dog that has:

- A. Without provocation, inflicted substantial bodily harm on a human being on public or private property; ~~or~~
- B. Killed a domestic animal without provocation while off the owner's property; or
- C. Been found to be a ~~potentially dangerous dog~~, and after the owner has been ~~notified~~notice that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.

DOG: Any domesticated canine animal, male or female, whole or neutered.

ELECTRONICALLY TAGGED ANIMAL: A pet that has been implanted with a microchip or other electronic device that uniquely identifies the animal and its owner when the device is scanned.

~~Bodily injury which creates a high probability of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily harm.~~  
Has the meaning given it under Minnesota Statutes, section 609.02, subdivision 8, as may be amended from time to time.

HEARING OFFICER: An impartial employee appointed by the City, or an impartial employee retained by the City, to conduct a hearing under this Ordinance.

HIVE: The receptacle inhabited by a colony that is manufactured for that purpose.

HONEYBEES: Means at all stages of life of the common domestic honey bee, apis mellifera (African subspecies and Africanized hybrids are not allowed).

~~PROPER ENCLOSURE: means securely confined indoors or outdoors in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the animal. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which a door or window screens are the only obstacle that prevent the animal from exiting.~~

OWNER: Any person, firm, corporation, organization, or department processing, harboring, keeping, having an interest in, or having care, custody, or control of an animal.

~~POTENTIALLY DANGEROUS DOG: Any dog that has committed any of the acts set forth below~~Means any dog that:

- A. When unprovoked, inflicts bites on a human or domestic animal on public or private property;
- B. When unprovoked, chases or approaches a person, including a person on a bicycle, upon the streets, sidewalks or any public or private property, other than the dog owner's property, in an apparent attitude of attack; or
- C. Has a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

PROPER ENCLOSURE: Means securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the animal. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which a door or window screens are the only obstacles that prevent the animal from exiting.

PROVOCATION: Means an act that an adult could reasonably expect may cause a dog to attack or bite.

RESTRAINED: On a leash of not more than six feet (6') in length and in the custody of a person of sufficient age to adequately control the animal; in a vehicle; or confined to the owner's property by enclosure or fencing (including electronic fencing); or absolute voice command or signal if in the presence of the owner.

ROOSTER: Male, domesticated fowl belonging to the Gallus gallus domesticus subspecies.

SERVICE ANIMALS: A service animal is an animal specifically trained to assist a person with disabilities.

STERILIZED ANIMAL: An animal that has been spayed or neutered.

SUBSTANTIAL BODILY HARM: Bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the function of any bodily member or organ, or which causes a fracture of any bodily member. (Ord. 12, 7-27-1993) Has the meaning give it under Minnesota Statutes, section 609.02, subdivision 7a, as may be amended from time to time.

5-3-2: ENFORCEMENT:

A. Animal Control Officer; Law Enforcement Agency: The provisions of this Chapter shall be enforced by an Animal Control Officer and/or the members of the City's law enforcement agency which has a contract for such duties with the City.

B. Interference: No person shall, in any manner, interfere with or hinder an Animal Control or law enforcement officer in the discharge of their duties.

C. Right Of Entry: For the purpose of discharging the duties imposed by this Chapter, any Animal Control Officer and/or law enforcement officer is empowered to enter upon private property. (Ord. 12, 7-27-1993)

5-3-3: EXEMPTIONS:

The following provisions of this Chapter shall not apply in the following circumstances:



A. Unless specified herein, the provisions of this Chapter shall not apply to animals used or confined at hospitals, clinics, or businesses operated by licensed veterinarians.

B. Section 5-3-5-2 relating to vaccination requirements shall not apply to any animal belonging to a nonresident of the City and kept within the City for not longer than thirty (30) days, provided all such animals shall, at all times while in the City, be restrained by the owner.

C. Sections 5-3-10 and 5-3-11 relating to dangerous dogs and potentially dangerous dogs shall not apply to dogs under the control of a law enforcement officer.

D. Subsections 5-3-6A and 6C shall not apply to raptors possessed by licensed falconers holding valid State and Federal Falconry Permits so long as the conditions of the permit are being satisfied. (~~Ord. 12, 7-27-1993~~)

E. Section 5-3-4 shall not apply to ~~licensed kennels, pet stores, or veterinary clinics.~~ (~~Ord. 84, 11-19-1985~~)

5-3-4: NON-DOMESTIC AND FARM ANIMALS:

5-3-4-1: PERMIT REQUIRED:

It shall be unlawful to keep or maintain a non-domesticated or farm animal without first having obtained a permit therefore. ~~It shall also be unlawful to keep or maintain more than two (2) rabbits, chinchillas, or guinea pigs without first having obtained a permit therefore. All of the aforementioned are hereinafter referred to as "animals".~~ (~~Ord. 84, 11-19-1985~~)

5-3-4-2: PERMIT APPLICATION; FEE:

A. Application: Any person desiring a permit required by Section 5-3-4-1 to keep or maintain a non-domesticated or farm animal shall make application to the City Council.

B. Required Information: The application shall contain the name and address of the applicant; the address of the premises upon which the animal ~~are~~ is to be kept; the number, species and, except in the case of bees, the, and sex of such the animal; a description of the animal's enclosure and its location on the property; and a statement regarding any

property damage or physical injuries caused by ~~such~~the animal or animals in the past.

C. Additional Information: The City Council may also require submission of such additional information or material as it deems necessary or convenient to administer this Section.

D. Initial And Renewal Permit Fees: The applicant shall pay to the City Administrator such initial permit fee and renewal permit fee as shall be established from time to time by Council resolution.

E. Hearing Date; Notice Of Hearing: Upon submission of the initial application, the City Administrator shall set a date for a hearing on the application before the City Council and shall notify the owners of all properties located within two hundred feet (200') of the subject premises of the date and time of the hearing. (Ord. 84, 11-19-1985)

5-3-4-3: HEARING:

A. Testimony And Evidence: At the hearing scheduled on the application, the City Council may take such testimony or receive such documents or information as it deems appropriate.

B. Potential Hazard Or Nuisance: No permit shall be issued if the City Council finds that such animal or animals, because of their number, size, proximity to other properties, history of vicious or destructive actions, or inherent characteristics are, or are likely to, become either a nuisance or a hazard to the public health or safety.

~~C. Bees: In the case of bees, no permit shall be issued unless the hive or hives are to be located at least three hundred feet (300') from any other property. (Ord. 84, 11-19-1985)~~

5-3-4-4: TERM OF PERMIT; RENEWAL:

Permits shall be valid until December 31 of the year of issuance and shall be renewed annually. Applications for renewal must be received 45 days prior to the end of the current license to allow processing of the renewal. Renewals require the same notification and hearing process described in Sections 5-3-4-2 and 5-3-4-3. (Ord. 84, 11-19-1985; 1996 Code)

5-3-4-5: REVOCATION:

The City Council may revoke a permit prior to its expiration if it finds that the terms or conditions of the permit have been violated or if the animal or animals have become either a public nuisance or a hazard to the public health or safety. Nothing herein shall be construed to prohibit or constrain any action allowed by law designed to prevent the spread of disease or the imminent damage to persons or property caused by such animal or animals. (Ord. 84, 11-19-1985)

5-3-4-6: HOME OCCUPATION:

Nothing contained in Section 5-3-4 shall be construed as permitting anyone to keep or maintain animals for breeding, sale, or as a part of a business, unless otherwise licensed or permitted. (Ord. 84, 11-19-1985)

~~5-3-4-7: PENALTY:~~

~~Any person who violates the provisions of Section 5-3-4 shall be guilty of a misdemeanor and shall be subject to penalty as provided in Section 1-4-1 of this Code. (Ord. 84, 11-19-1985; 1996 Code)~~

5-3-5: DOGS AND CATS:

5-3-5-1: LICENSE AND REGISTRATION; EXCEPTIONS:

All dogs and cats within the City shall be licensed, except the following:

- A. Dogs and cats less than six (6) months of age;
- B. Dogs and cats whose owners are temporary visitors within the City for thirty (30) days or less in a calendar year; and
- C. Dogs being used by law enforcement officers. (Ord. 12, 7-27-1993)

5-3-5-2: VACCINATION REQUIRED:

It shall be unlawful for any dog or cat owner to keep or maintain any dog or cat older than six (6) months of age unless it has been vaccinated with an anti-rabies vaccine by

a licensed veterinarian. ~~No license or license renewal shall be issued except upon compliance with this Section. (Ord. 12,772-27-1993; 1996 Code)~~

5-3-5-3: LICENSING PROCEDURES:

A. Application: Except as herein provided, within thirty (30) days after acquiring possession of a dog or cat five (5) months or older, the owner of the dog or cat shall make application for a dog or cat license. The application shall be on forms provided by the City Administrator. The applicant shall also present proof of vaccination to the City Administrator prior to the issuance or renewal of a license.

B. License Fee: The license fee for each dog or cat must be submitted with the application. The fee will be established by City Council resolution.

C. Term Of License: A license shall be issued for a period of time not to exceed the expiration date of the rabies vaccination.

D. Lifetime License: Lifetime pet licenses shall be issued by the City for sterilized and electronically tagged animals. In addition to the provisions established in 5-3-5-3-E, the applicant for a lifetime license shall show proof of sterilization and electronic tagging from the veterinarian that performed the service. The applicant will also provide the unique tagging number assigned to the animal. As a condition to continued validity of a lifetime license, the owner will submit to the City a copy of the updated rabies vaccination within sixty (60) days of the date of administration of the vaccine.

DE. Issuance: Upon completion of the application form, receipt of the license fee and receipt of the proof of vaccination, the City Administrator shall cause a dog or cat license to be issued to the applicant for a particular dog or cat.

EF. Receipt And Tags: The City Administrator shall cause a license fee receipt to be issued to the applicant along with a metallic tag. The applicant shall cause the tag to be affixed permanently by a metal fastening device to the collar of the licensed dog or cat in such a manner that the tag may be easily observed.

FG. Duplicate Tag: If a tag is lost, a duplicate may be issued by the City Administrator upon presentation of a receipt showing payment of the initial license fee and upon payment of an additional fee for each duplicate tag.

GH. Change Of Address: An applicant who has obtained a dog or cat license shall notify the City Administrator of applicant's address changes within the corporate limits of the City within ~~ten~~thirty (~~10~~30) days of any address change.

HI. Counterfeit Tags: No person shall counterfeit or attempt to counterfeit the dog or cat license tags. (~~Ord. 12, 7-27-1993~~)

5-3-6: CHICKENS

5-3-6-1: Purpose:

It is recognized that the ability to cultivate one's own food is a sustainable activity that can also be a rewarding past time. Therefore, it is the purpose of this section to permit the keeping and maintenance of hen chickens in a clean and sanitary manner that is not a nuisance to or detrimental to the public health, safety, and welfare of the community.

5-3-6-2: Limits:

It is unlawful for any person to keep or harbor more than XX hen chickens on any residentially zoned property without a permit. No permit is required for owners maintaining less than XX chickens. No permit will be issued for the keeping of a rooster on any premises. The keeping of other poultry is prohibited.

5-3-6-3: Permitting Process:

A. Application: Any person desiring a permit for more than XX chickens shall make application to the City Council. The application shall contain the name and address of the applicant, the address of the premises upon which the chickens are to be kept, the number of chickens desired, a site plan showing the location and size of the proposed chicken coop and run, and a description of how the chickens will be managed to prevent them from becoming a

nuisance. The application must also include written consent from XXX% of the owners of privately or publicly owned real estate within XX (XX) feet of the property on which the chickens will be kept.

B. Hearing: Once city staff deems an application complete, the City Administrator shall set a date for a hearing on the application at a City Council meeting. At the hearing, the City Council may take testimony or receive information it deems appropriate.

C. Permit Issuance: The Council may deny a permit request, issue the permit as requested, or issue the permit with conditions.

D. Term of Permit; Renewal: Permits are valid for X years. Applications for renewal must be received 45 days prior to the end of the current permit to allow processing of the renewal. Renewals require the same neighbor consent and hearing process described in Sections 5-3-6-X and 5-3-6-X.

E. Non-Renewal: If the City Council does not renew a permit, the owner will have XX (XX) days to remove the hens from the property.

5-3-6-4: Additional Provisions:

Whether or not a permit is required, the following provisions apply.

A. Enclosures: Chicken coops and chicken runs shall be kept no less than five (5) feet from all property lines. They shall only be located in rear yards. Chicken coops are not allowed to be located in any part of the home. Coops shall be constructed and maintained in a workmanlike manner, shall be rodent proof, and shall not be made of scrap, waste board, sheet metal, or similar materials.

B. Cleanliness and Nuisances: All premises on which chicken hens are kept shall be clean from filth, garbage, and free of any substance which attracts rodents. The coop and its surrounding shall be cleaned frequently enough to control odor. Manure shall not be allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible on another property.

3. Food Storage: All grain and food stored for the use of the hens shall be kept in a rodent proof container.

4. Sale of Eggs, Chicks, and Chickens: Nothing contained in Section 5-3-X shall be construed as permitting anyone to keep or maintain chickens for breeding, sale, or as a part of a business, unless otherwise licensed or permitted by the City.

5. Slaughtering: The slaughter of chickens for consumption shall not be performed out-of-doors.

6. Disposal: Dead chickens must be disposed of according to the Minnesota Board of Animal Health rules which require chicken carcasses to be disposed of as soon as possible after death, usually within forty-eight (48) to seventy-two (72) hours. Legal forms of chicken carcass disposal include offsite burial, offsite incineration or rendering, or offsite composting.

5-3-7: KEEPING OF BEES:

5-3-7-1: PURPOSE:

The purpose of this Section is to establish certain requirements for beekeeping within the City to avoid issues that might otherwise be associated with beekeeping in populated areas.

5-3-7-2: PERMIT APPLICATION; FEE:

A. Application: Any person desiring a permit required by Section 5-3-4-X to keep or maintain bees shall make application to the City Council.

B. Required Information: The application shall contain the name and address of the applicant; the address of the premises upon which the hives would be kept; the number of hives; a description of the hives, and their location on the property. Applications will not be accepted if a valid permit has been granted for hives within XXX feet of the applicant's lot. The application must also include written consent from XXX% of the owners of privately or publicly owned real estate within XX (XX) feet of the property on which the hives will be kept. By signing the permit application, the beekeeper acknowledges that he or she shall defend and indemnify the City against any all claims arising out of keeping bees on the premises.

C. Initial And Renewal Permit Fees: The applicant shall pay to the City Administrator such initial permit application fee and renewal application permit fee as shall be established from time to time by Council resolution.

D. Hearing: Once city staff deems an application complete, the City Administrator shall set a date for a hearing on the application at a City Council meeting. At the hearing, the City Council may take testimony or receive information it deems appropriate to administer this section.

E. Permit Issuance: The Council may deny a permit request, issue the permit as requested, or issue the permit with conditions.

F. Permit Conditions: Permits are non-transferable and do not run with the land. A permit constitutes a limited license granted to the beekeeper by the City and in no way creates a vested zoning right.

G. Training Required: Beekeeping training is required for the beekeeper prior to issuance of an initial beekeeping permit by the City. The applicant must provide one of the following:

1. A certificate of completion from a honeybee keeping course from the University of Minnesota or

2. A letter from a beekeeping instructor at the University of Minnesota or similar institution that states the permit applicant has gained through other means a substantially similar knowledge base to one that could be gained through appropriate beekeeping courses at the University of Minnesota.

H. Term of Permit; Renewal: Permits are valid for X years. Applications for renewal must be received 45 days prior to the end of the current permit to allow processing of the renewal. Renewals require the same neighbor consent and hearing process described in Sections 5-3-6-X and 5-3-6-X.

I. Non-Renewal: If the City Council does not renew a permit, the owner will have XX (XX) days to remove the hives from the property.



5-3-6-4: Additional Provisions:

A. Limit: No person is permitted to keep more than two colonies on any residential lot within the City. The beekeeper must live on the apiary lot.

B. Cleanliness and Nuisances:

1. Honey bee colonies shall be kept in hives with removable frames, which must be kept in sound and usable condition.

2. Each beekeeper shall maintain his beekeeping equipment in good condition, including keeping the hives painted if they have been painted but are peeling and flaking, and securing unused equipment from weather, theft, vandalism, or occupancy by swarms.

3. Each beekeeper must ensure that a convenient source of water is available within twenty feet of each colony at all times that the colonies remain active outside the hive.

4. Each beekeeper must ensure that no wax comb or other material that might encourage robbing by other bees is left upon the grounds of the apiary lot. Such materials shall be stored in sealed container or placed within a building or other vermin-proof container.

C. Fencing: Each hive shall be enclosed with privacy fencing six (6) feet in height. The Council may waive the fencing requirement if the apiary lot has a fully enclosed privacy fence at least five (5) feet in height.

D. Sale of Honey and Wax Comb: Nothing contained in Section 5-3-X shall be construed as permitting anyone to sell honey or honeycombs unless otherwise licensed or permitted by the City.

5-3-68: REGULATIONS:

A. Confinement: Except as hereinafter otherwise provided, the owner of an animal within the City shall cause such animal to be confined to the individual's property by adequate caging, fencing, or leash. A dog may be confined to the owner's property by ~~or absolute voice command or signal~~ in the presence of the owner. Animals not controlled as defined will be considered at large.

B. Female In Estrus: The owner of a female ~~dog or cat~~ animal in heat shall confine such animal to the owner's property or any veterinary hospital/clinic, in such manner that ~~such female dog or cat~~ the animal cannot come into contact with other animals, except for intentional breeding purposes.

C. Leash Required: The owner of an animal within the City shall cause such animal to be restrained by a leash, chain or a cord of not more than six feet (6') in length and in the custody of a person of sufficient age to adequately control the animal at all times while in a public place including but not limited to school yards, playground, parks, or streets.

D. Permissible Return of Unrestrained Animal: If a licensed animal is found at large and its owner can be identified and located, the animal need not be impounded, but may be taken to the owner. Even if the animal is returned to the owner, proceedings may be taken against the owner for violations of this Chapter, including but not limited to, the issuance of criminal or administrative citations as provided in XXXXX.

DE. Noise and Nuisances: The owner of any animal within the City shall be responsible for preventing the animal from becoming a nuisance. A nuisance shall be defined as:

- a) barking, baying, crying, mewing, chirping, or howling in any manner, which can be heard by any person, including the Animal Control or any law enforcement officer, from a location outside of the building or premises where the animal is being kept for an unreasonable length of time. For the purposes of this ordinance, "unreasonable" means repeated noise from the animal over at least a five (5) minute period of time with one (1) minute or less lapse of time between each animal noise during the five (5) minute period.
- b) an animal that damages property, plantings, or structures.
- c) an animal that runs at large or habitually trespasses on any property other than that of its owner.

d) an animal that deposits fecal matter on property other than the owners unless it is cleaned up as provided below. If the case of cats, this includes feline spraying.

EF. Feces: Cleaning up litter: It is the responsibility of the owner, keeper, or other person in control of an animal to clean up any droppings of the animal and to dispose of the droppings in a sanitary manner.

~~1. The owner of an animal shall be responsible for cleaning up any feces of the animal and disposing of such feces in a sanitary manner.~~

~~2. The owner of an animal shall not permit such animal to be on public property or the private property of another without having in the owner's immediate possession, a device for the removal of feces and a proper receptacle on the property of such animal owner.~~

F. Care Of Animals: The owner of an animal within the City shall provide saidthe animal with sufficient, wholesome food and water; proper shelter and protection from weather; veterinary care when needed to prevent suffering; and with humane care and treatment.

G. Abuse: No person shall beat, torment, or otherwise abuse an animal or cause or permit an animal fight.

H. Number Allowed: No person shall allow residentially zoned property to be used for maintaining more than two (2) like domestic animals over six (6) months of age except as provided in XXXX and XXXX regarding bees and chickens.

I. Guard Dog Warning Signs: A person who uses a dog for security purposes within the City shall post a warning notice at the entrance of the premises. (Ord. 12, 7-27-1993; 1996 Code)

#### 5-3-7: IMPOUNDMENT:

A. Seizure: Subject to the provisions of this Section, animals found in violation of this Chapter may be seized by the Animal Control Officer, impounded in a designated animal shelter, and confined therein in a humane manner for

a period of not more than five (5) business days or until claimed by the animal's owner, if allowable, whichever occurs first. Seizure, impoundment, and destruction of dogs that have inflicted substantial or great bodily harm on a human being without provocation shall be governed by Section 5-3-12.

1. Entry Of Private Dwellings: Animal Control Officers are not authorized to enter private dwellings without a warrant for the purpose of seizing animals.

2. Notice Of Seizure: Before seizing an animal from the private property of its owner, the Animal Control Officer shall make a reasonable attempt, taking into consideration the time of day and nature of the violation, to notify the owner that the animal is being seized because it was observed by the Animal Control Officer to be in violation of the provisions of this Chapter.

3. Written Notice: When an animal is seized from the private property of its owner and the Animal Control Officer has been unable to notify the owner of the reason for seizing the animal, the Animal Control Officer shall leave a written notice affixed to the dwelling unit, in a conspicuous manner, indicating the day and time the animal was seized; the reason for seizing the animal; and the address of the shelter where the animal can be found.

4. Notice Of Impoundment: Immediately upon impounding the animal, reasonable efforts shall be made to notify the owner and inform the owner of the animal's confinement and the procedures for release of the animal to the owner.

B. Redemption: An animal which is not redeemed within five (5) business days after impounding may be disposed of in any manner provided by law. Any animal which is not claimed by the owner or sold, shall be euthanized and disposed of in a sanitary manner by the Animal Control Officer or the impounding facility.

C. Title: The title of all animals seized and held at the animal shelter may be transferred to the Humane Society or other animal shelter identified by the Animal Control Officer or their designee after the legal detention period has expired and the animals have not been claimed by their owners.

D. Impoundment Fees: Any animal, with the exception of a non-domesticated animal or farm animal being maintained without a permit, impounded hereunder may be reclaimed by the owner of such the animal within five (5) business days after such impoundment. Before the owner shall be permitted to recover possession of the animal, the owner shall pay the Animal Control Officer all required fees and costs of impoundment. (Ord. 12, 7-27-1993)

5-3-9: Nuisances and Complaints:

Any person aggrieved by an animal nuisance may make a written complaint to the Animal Control Officer, or such other persons designated by the City Administrator, stating the acts complained of, the name and address of the owner of the animal, and the name and address of the person making the complaint. The Animal Control Officer shall then notify the person owning or keeping the animal and shall order the nuisance abated. If the nuisance is not abated within the time given, a charge may be made against the owner or keeper of the animal and any person found to have violated the provisions of this Section shall be guilty of a misdemeanor.

5-3-108: RABIES CONTROL:

A. State Law Adopted: The Minnesota Health Laws and Regulations are hereby adopted in cases of rabid animals which have bitten any person or animals suspected of being rabid.

B. Duty Of Physician To Report: It shall be the duty of every physician to report to the City the names and addresses of persons treated for bites inflicted by animals together with other information helpful in rabies control.

C. Duty Of Veterinarian To Report: It shall be the duty of every licensed veterinarian to report to the City his or her diagnosis of any animal observed by him or her as a rabies suspect.

D. Issuance Of Proclamation: Whenever the prevalence of rabies or hydrophobia renders such action necessary to protect the public health, safety and welfare, the Mayor shall issue a proclamation ordering every person owning or in possession of a dog to confine it securely to other

premises unless it is muzzled so that it cannot bite. No person shall violate this proclamation. (Ord. 12, 7-27-1993)

5-3-9: BITING ANIMALS TO BE QUARANTINED:

Whenever an animal has bitten a person, or whenever a known or suspected rabid animal is picked up by the Animal Control Officer ~~or law enforcement officer~~, such the animal shall be confined for a minimum of ten (10) days as follows:

A. Confinement At Owner's Residence: Upon proof of a current rabies vaccination, the owner of the animal may, with the consent of the Animal Control Officer, quarantine the animal at the owner's residence provided that such animal shall not be permitted to come in contact with other animals or persons and, provided further that the animal shall be muzzled and on a leash not to exceed four feet (4'), and in control of a competent person when taken from the place of confinement for sanitation purposes.

B. Confinement At Animal Shelter Or Veterinary Clinic: If no proof of a current rabies vaccination is provided, or if the Animal Control Officer does not consent to confinement of the animal to the owner's residence, the animal shall be quarantined at ~~the~~ an animal shelter or a licensed veterinary clinic at the expense of the owner.

C. Permission To Remove Required: A quarantined animal shall not be removed from the place of confinement without the written permission of the Animal Control Officer.

D. Confinement Enclosure: A quarantined animal shall be confined in an enclosure constructed of materials suitable to prevent the animal from escaping. All openings to the enclosure shall be locked at all times and the animal shall not be removed from the enclosure unless the animal is muzzled on a leash not exceeding four feet (4') in length and in control of a competent person. (Ord. 12, 7-27-1993)

5-3-10: POTENTIALLY DANGEROUS DOGS:

A. Additional Fee And Proof Of Insurance: The owner of a potentially dangerous dog shall pay an additional annual fee as determined by Council resolution and shall provide

the City Administrator annually with proof of liability insurance which covers damages that may be caused by such dog.

B. Confinement of a Potentially Dangerous Dog: a dog that is determined to be a potentially dangerous dog must be kept in a proper enclosure at all times. If outside, it must be confined to the owner's premises and be wearing a muzzle.

C. Referral to Animal Behavioral Specialist: a dog determined to be a potentially dangerous dog may be evaluated by a professional animal behaviorist. The owner may provide to the City at the time of license a report by such animal behaviorist. If the report states that the dog has been rehabilitated, the dog may no longer be classified as potentially dangerous and is not subject to the requirements of this section.

#### 5-3-11: DANGEROUS DOGS:

A. Dangerous Dogs: any person who has a dog that has been classified as a dangerous dog pursuant to this ordinance or pursuant to Minnesota Statute Section 347.50, subdivision 1, must:

1. Obtain a certificate of registration from the Animal Control Authority. A certificate of registration may be issued when the owner provides sufficient evidence that: a) a proper enclosure exists for the dangerous dog and a posting on the premises with a clearly visible warning sign, including a warning symbol to inform children that there is a dangerous dog on the ~~premises~~property; b) a surety bond issued by a surety company authorized to conduct business in this state in a form acceptable to the Animal Control Authority in the sum of at least ~~\$50,000~~300,000, payable to any person injured by the dangerous dog, or a policy of liability insurance issued by an insurance company authorized to conduct business in this state in the amount of at least ~~\$50,000~~300,000, insuring the owner ~~and his or her property~~ for any personal injuries inflicted by the dangerous dogs; c) the owner has paid an annual fee that is established by the City Council, in addition to any regular dog licensing fees, to obtain a certificate of registration for a dangerous dog under this section; and d) the owner has microchip identification

implanted in the dangerous dog as required by Minnesota Statute, Section 347.515.

2. Dangerous Dog Designation Review. Beginning six months after a dog is declared a dangerous dog, pursuant to Minnesota Statute Section 347.51, subdivision 3 (a), an owner may request annually that the Animal Control Authority review the designation of the dangerous dog. The owner must provide evidence that the dog's behavior has changed due to the dog's age, neutering, environment, completion of obedience training that includes modification of aggressive behavior, or other factors. If the dog's behavior has changed, the Animal Control Authority may rescind the dangerous dog classification.

5-3-12: DESTRUCTION OF DANGEROUS DOGS:

Procedure. The Animal Control officer, after having determined that a dog has inflicted substantial or great bodily harm on a human being without provocation, shall proceed in the following manner:

1. The Animal Control officer shall cause one owner of the dog to be notified in writing personally or by mail that the dog is dangerous and may order the dog seized or make such orders as deemed proper. The owner shall be notified as to dates, times, places, and parties bitten, and shall be given 14 days to appeal the order by requesting in writing an appeal hearing before the City Council for a review of this determination.
  - a. If no appeal is filed by the owner with the City Council, the orders issued shall stand or the Animal Control Officer may order the dog destroyed.
  - b. If an owner requests a hearing for determination as to the dangerous nature of the dog, the hearing shall be held before the City Council, which shall set the date for the hearing not more than three weeks after demand for the hearing. The records of Animal Control shall be admissible for consideration by the City Council without



further foundation. After considering all evidence pertaining to the temperament of the dog, the City Council shall make an order as it deems proper. The City Council may order that the Animal Control officer take the dog into custody for destruction, if such dog is not currently in custody. If the dog is ordered into custody for destruction, the owner shall immediately make the dog available to the Animal Control officer.

- c. No person shall harbor a dog after it has been found by the City to be dangerous and ordered into custody for destruction.

Stopping an Attack. If any law enforcement officer is witness to an attack by a dog upon a person or another animal, the officer may take whatever means the officer deems appropriate to bring the attack to an end and prevent further injury to the victim.

5-3-13: PENALTY:

Any violation of this Chapter is a misdemeanor. Each day on which such violation continues shall constitute a separate offense. (Ord. 12, 7-27-1993)

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

Adopted by the City Council of the City of Lauderdale this XXth day of XXXX, 2013.

\_\_\_\_\_  
Jeffrey Dains, Mayor

ATTEST:

\_\_\_\_\_  
Heather Butkowski, City Administrator

Published in the Roseville Review this Xth day of XXXX, 2013.