

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, JANUARY 10, 2012
LAUDERDALE CITY HALL, 1891 WALNUT STREET

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the December 13, 2011, City Council Meeting
 - c. Claims and Bond Payment Totaling \$208,436.18
4. **CONSENT**
 - a. November Finances
 - b. \$1,500 donation from Chinese Christian Church – Resolution 011012A
 - c. 2012 Rental Housing Licenses
 - d. 2012 Business Licenses
 - e. 2012 City Council Meeting Schedule
 - f. 2012 Designation of Official Newspaper
 - g. 2012 Investment Policy
 - h. Designating Official Depository and Investment Institutions for 2012 - Resolution 011012B
 - i. Collateral Pledge Update from North Star Bank
 - j. Recreation Agreement with Falcon Heights
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Snow Commotion
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. 2012 Committee Appointments & Mayor Pro Tem
 - b. 2012 Fee Schedule – Resolution 011012C
 - c. Back Up Snow Plowing
 - d. Eustis Street Winter Parking

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADDITIONAL ITEMS

11. SET AGENDA FOR NEXT MEETING

- a. Alley Parking Ordinance

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.

13. ADJOURNMENT

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

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December 13, 2011

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

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

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

Mayor Dains asked for changes to the meeting agenda. The Mayor added city staff appreciation to the agenda. **Councilor Hawkinson moved to approve the agenda as amended. Councilor Grove seconded the motion and it passed unanimously.**

Councilor Grove moved to approve the November 22, 2011, City Council meeting minutes. Councilor Gaasch seconded the motion and it passed unanimously.

Councilor Hawkinson moved approval of the claims totaling \$99,516.09. Councilor Gaasch seconded the motion and it passed unanimously.

Councilor Gaasch moved the consent agenda acknowledging October finances and PCIC minutes and approving 2012 licenses, Resolution 121311A applying for the 2012 SCORE grant, warming house attendant hires, and transfer of the City's prosecuting services to Hughes and Costello. Councilor Mac Lean seconded the motion and it passed unanimously.

Butkowski presented information on the proposed 2012 budget and levy. The projected 2012 General Fund budget was \$1,178,253 resulting in a 31.21% city tax rate. The projected special revenue fund revenues totaled \$603,157 with anticipated special revenue fund expenditures of \$533,096. The proposed property tax levy for 2012 was \$598,152, a three percent increase over 2011. Fiscal Disparities will buy down \$101,159 of that amount leaving a local property tax levy of \$496,993. Due to the elimination of the Market Value Homestead Credit (MVHC) and shifts in market value, the three percent levy increase resulted in a 12.3% city tax increase on median value homes. A median value home would see an overall tax increase of \$157. Butkowski then explained for the audience how the money is spent by department.

Mayor Dains opened the public hearing on the proposed budget and levy at 7:45 p.m. No one present wished to address the Council. Mayor Dains closed the public hearing at 7:46 p.m.

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
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The Council discussed the proposed levy. They articulated that approving the increase was difficult but would contribute to the long-term viability of Lauderdale. The Mayor reiterated that the 3% levy increase would generate \$15,000-\$18,000 dollars but the more dramatic change in taxes was the result of the Legislature's elimination of the Market Value Homestead Credit Program.

Councilor Hawkinson moved to adopt the 2012 city budget and Resolution 121311B – a resolution levying taxes for 2011 payable in 2012 in the amount of \$598,152. Councilor Mac Lean seconded the motion and it passed unanimously.

Bownik addressed the Council regarding the 2012 sewer and recycling rates. Due to a reduction in the cost to treat sewage and revenue sharing from the recycling hauler, staff does not recommend increasing the recycling or sanitary sewer rates for 2012. Due to increasing stormwater management costs and the desire to set aside money for future stormwater system improvements, staff recommends increasing the stormwater rate by 12.5% or \$1.16 per quarter per home.

Councilor Gaasch moved to adopt Resolution 121311C – a resolution establishing 2012 storm sewer rates, sanitary sewer rates, and recycling rates. Councilor Mac Lean seconded the motion and it passed unanimously.

As previously discussed, Bonestroo was absorbed by Stantec. Stantec is asking the City Council to assign all existing contracts in the name of Bonestroo to Stantec.

Councilor Hawkinson moved to assign all existing contracts in the name of Bonestroo to Stantec. Councilor Gaasch seconded the motion and it passed unanimously.

Butkowski explained that the City would have to comply with GASB standard 54 by the end of the year. The standard requires the Council to adopt a new fund balance policy and a resolution defining the purpose of revenue in the Community Events, Communication, and Recycling Funds.

Councilor Mac Lean moved to adopt the updated Fund Budget Policy and Resolution 121311D – a resolution committing specific revenue sources and confirming restrictions for specified purposes in special revenue funds. Councilor Grove seconded the motion and it passed unanimously.

Mayor Dains said the Council annually offers staff a day off over the holidays in appreciation for their work throughout the year. The Council discussed what terms the day off could be taken under.

LAUDERDALE CITY COUNCIL
MEETING MINUTES
Lauderdale City Hall
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Councilor Hawkinson moved to allow staff to take a day off in appreciation for their work throughout the year between now and January 31. Councilor Mac Lean seconded the motion and it passed unanimously.

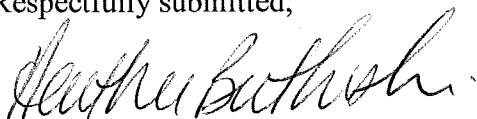
Butkowski reviewed the preliminary agenda for the next meeting, which included parking revisions in addition to the items the Council must address at the first meeting of each year.

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

The Mayor asked if anyone present wished to address the Council. No one addressed the Council.

There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Grove seconded the motion and it carried. The meeting adjourned at 8:07 p.m.

Respectfully submitted,



Heather Butkowski
City Administrator

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

January 10, 2012 City Council Meeting

Payroll

12/23/11 Payroll:	Direct Deposit # 501279-501291	\$8,586.84
12/30/11 Payroll:	Direct Deposit #501292-296	\$4,273.66
01/06/12 Payroll:	Direct Deposit #501297-501304	\$3,813.91
12/23/11 Payroll:	Payroll Liabilities, e-payments #613E-615E	\$5,932.97
12/30/11 Payroll:	Payroll Liabilities, e-payments #616E-618E, 624E	\$3,605.04
01/06/12 Payroll:	Payroll Liabilities, e-payments #621E-623E	\$2,999.19

Vendor Claims

01/10/12 Claims:	Check #'s 21019-21056, e-payment #620E	\$179,224.57
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SUBTOTAL \$208,436.18

Total Claims for Approval

\$208,436.18

CITY OF LAUDERDALE

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***Claim Register©**

122311pyroll

DECEMBER 2011

Claim Type	Not Working				
Claim#	2418	NORTH STAR BANK, CHECKING S	Ck# 000613E	12/28/2011	
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/09/11 Payroll	\$1,775.24
		Invoice			
Cash Payment	G 101-21701	FEDERAL TAXES		12/09/11 Payroll	\$1,203.26
		Invoice			
Transaction Date	12/28/2011	Due 0	NORTH STAR CHEC	10100	Total \$2,978.50
Claim#	2419	PERA	Ck# 000614E	12/28/2011	
Cash Payment	G 101-21704	PERA		12/23/11 Payroll	\$1,558.17
		Invoice			
Transaction Date	12/28/2011	Due 0	NORTH STAR CHEC	10100	Total \$1,558.17
Claim#	2420	ICMA RETIREMENT TRUST - 457	Ck# 000615E	12/28/2011	
Cash Payment	G 101-21705	ICMA RETIREMENT		12/23/11 Payroll	\$1,396.30
		Invoice			
Transaction Date	12/28/2011	Due 0	NORTH STAR CHEC	10100	Total \$1,396.30
	Claim Type	Not Working		Total	\$5,932.97

Pre-Written Checks	\$5,932.97
Checks to be Generated by the Compute	\$0.00
Total	\$5,932.97

CITY OF LAUDERDALE

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***Claim Register©**

123011pyroll

DECEMBER 2011

Claim Type	Not Working				
Claim#	2421	NORTH STAR BANK, CHECKING S	Ck# 000616E	12/30/2011	
Cash Payment	G 101-21701	FEDERAL TAXES		12/30/2011 Payroll	\$518.87
		Invoice			
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/30/2011 Payroll	\$783.09
		Invoice			
Transaction Date	12/30/2011	Due 0	NORTH STAR CHEC	10100	Total \$1,301.96
Claim#	2422	ICMA RETIREMENT TRUST - 457	Ck# 000624E	1/6/2012	
Cash Payment	G 101-21705	ICMA RETIREMENT		12/30/11 Payroll	\$127.00
		Invoice			
Transaction Date	12/30/2011	Due 0	NORTH STAR CHEC	10100	Total \$127.00
Claim#	2423	PERA	Ck# 000617E	12/30/2011	
Cash Payment	G 101-21704	PERA		12/30/11 Payroll	\$794.86
		Invoice			
Transaction Date	12/30/2011	Due 0	NORTH STAR CHEC	10100	Total \$794.86
Claim#	2424	MN DEPARTMENT OF REVENUE	Ck# 000618E	12/30/2011	
Cash Payment	G 101-21702	STATE WITHHOLDING		12/11 State Withholding	\$1,381.22
		Invoice			
Transaction Date	12/30/2011	Due 0	NORTH STAR CHEC	10100	Total \$1,381.22
	Claim Type	Not Working		Total	\$3,605.04

Pre-Written Checks	\$3,605.04
Checks to be Generated by the Compute	\$0.00
Total	\$3,605.04

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501300	000000002	HINRICHS, DAVID C	1	BI-WEEKLY	\$587.80	1/6/2012	Outstanding
501301	000000005	HUGHES, JOSEPH A	1	BI-WEEKLY	\$858.17	1/6/2012	Outstanding
501298	000000011	BOWNIK, JAMES	1	BI-WEEKLY	\$797.44	1/6/2012	Outstanding
501297	000000101	DUBORD, ANDREW	1	BI-WEEKLY	\$165.26	1/6/2012	Outstanding
501299	000000007	BUTKOWSKI-HINRICHS, HE	1	BI-WEEKLY	\$962.48	1/6/2012	Outstanding
501304	000000018	SAX, JOE	1	BI-WEEKLY	\$29.72	1/6/2012	Outstanding
501303	000000023	SAX, DERRICK	1	BI-WEEKLY	\$174.15	1/6/2012	Outstanding
501302	000000027	KELLY, KEVIN	1	BI-WEEKLY	\$238.89	1/6/2012	Outstanding
					<u>\$3,813.91</u>		

CITY OF LAUDERDALE

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***Claim Register©**

010612pyroll

JANUARY 2012

Claim Type	Not Working				
Claim#	2446	NORTH STAR BANK, CHECKING S	Ck# 000621E	1/6/2012	
Cash Payment	G 101-21703	FICA WITHHOLDING.	01/06/2012	Payroll	\$860.82
	Invoice				
Cash Payment	G 101-21701	FEDERAL TAXES	01/06/2012	Payroll	\$414.10
	Invoice				
Transaction Date	1/6/2012	Due 0	NORTH STAR CHEC	10100	Total \$1,274.92
Claim#	2447	ICMA RETIREMENT TRUST - 457	Ck# 000622E	1/6/2012	
Cash Payment	G 101-21705	ICMA RETIREMENT	01/06/2012	Payroll	\$982.76
	Invoice				
Transaction Date	1/6/2012	Due 0	NORTH STAR CHEC	10100	Total \$982.76
Claim#	2448	PERA	Ck# 000623E	1/6/2012	
Cash Payment	G 101-21704	PERA	01/06/2012	Payroll	\$741.51
	Invoice				
Transaction Date	1/6/2012	Due 0	NORTH STAR CHEC	10100	Total \$741.51
	Claim Type	Not Working		Total	\$2,999.19

Pre-Written Checks	\$2,999.19
Checks to be Generated by the Compute	\$0.00
Total	\$2,999.19

CITY OF LAUDERDALE
***Check Detail Register©**

DECEMBER 2011

		Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING				
Paid Chk#	021023	12/21/2011	BOWNIK, JIM	
E 101-41200-331	TRAVEL EXPENSE	\$7.04		Expense 11/4-12/16/11
	Total BOWNIK, JIM	\$7.04		
Paid Chk#	021024	12/21/2011	HOME DEPOT CRC	
E 101-45200-228	MISC REPAIRS MAINT SUPPLIE	\$58.16		Hockey Replacement Boards
	Total HOME DEPOT CRC	\$58.16		
Paid Chk#	021025	12/21/2011	INTEGRA	
E 101-41200-391	TELEPHONE/PAGERS	\$44.58		11/11 Fax Line
	Total INTEGRA	\$44.58		
Paid Chk#	021026	12/21/2011	KELLY, KEVIN	
E 101-41200-331	TRAVEL EXPENSE	\$47.02		9/2/2011 to 12/14/2011 Mileage
	Total KELLY, KEVIN	\$47.02		
Paid Chk#	021027	12/21/2011	NORTH STAR BANK, CHECKING STMT	
E 201-45600-440	MEETING EXPENSES	\$28.00		PCIC pizza
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$41.15		cleaning supplies
	Total NORTH STAR BANK, CHECKING STMT	\$69.15		
Paid Chk#	021028	12/21/2011	PREMIUM WATERS, INC	
E 101-41200-208	WATER DELIVERY	\$25.77		replacement check - 11/11 water servic
	Total PREMIUM WATERS, INC	\$25.77		
Paid Chk#	021029	12/21/2011	RAMSEY COUNTY, PROP REC & REV	
E 101-43000-313	SNOW & ICE REMOVAL	\$1,012.94		11/11 Plowing
	Total RAMSEY COUNTY, PROP REC & REV	\$1,012.94		
Paid Chk#	021030	12/21/2011	SPRINT PCS	
E 101-43000-391	TELEPHONE/PAGERS	\$36.23		11/11 PW Cell Phones
E 602-49100-391	TELEPHONE/PAGERS	\$18.12		11/11 PW Cell Phones
E 601-49000-391	TELEPHONE/PAGERS	\$18.11		11/11 PW Cell Phones
	Total SPRINT PCS	\$72.46		
Paid Chk#	021031	12/21/2011	SUBURBAN ACE HARDWARE	
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$35.04		Rope/Spring Snaps & Fasteners
	Total SUBURBAN ACE HARDWARE	\$35.04		
Paid Chk#	021032	12/21/2011	XCEL ENERGY, PARK & GARAGE	
E 101-43000-381	ELECTRIC	\$28.39		11/11 PW & Warming House Util
E 101-45200-381	ELECTRIC	\$28.39		11/11 PW & Warming House Util
E 101-43000-383	GAS UTILITIES	\$63.72		11/11 PW & Warming House Util
E 101-45200-383	GAS UTILITIES	\$63.72		11/11 PW & Warming House Util
	Total XCEL ENERGY, PARK & GARAGE	\$184.22		
	10100 NORTH STAR CHECKING	\$1,556.38		

CITY OF LAUDERDALE
***Check Detail Register©**

DECEMBER 2011

	Check Amt	Invoice	Comment
Fund Summary			
		10100 NORTH STAR CHECKING	
101 GENERAL	\$1,492.15		
201 COMMUNITY EVENTS	\$28.00		
601 SEWER UTILITIES	\$18.11		
602 STORM SEWER ENTERPRISE FUND	\$18.12		
	<u>\$1,556.38</u>		

CITY OF LAUDERDALE

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***Claim Register©**

121311FR2012

DECEMBER 2011

Claim Type	Not Working				
Claim#	2409	POSTMASTER - NEWSLETTER	Ck# 021022	12/13/2011	
Cash Payment	E 101-41200-203	POSTAGE	1Q2012 Newsletter Postage		\$450.00
		Invoice			
Transaction Date	12/7/2011	Due 0	NORTH STAR CHEC 10100	Total	\$450.00
Claim#	2410	AVENET, LLC	Ck# 021019	12/13/2011	
Cash Payment	E 202-49500-307	COMPUTER SERVICES	2012 Web Hosting		\$500.00
		Invoice			
Transaction Date	12/7/2011	Due 0	NORTH STAR CHEC 10100	Total	\$500.00
Claim#	2411	MINNESOTA POLLUTION CONTRO	Ck# 021021	12/13/2011	
Cash Payment	E 601-49000-308	TRAINING\CONFERENCE	2012 Collection System Operators Conference - DH		\$300.00
		Invoice			
Cash Payment	E 601-49000-308	TRAINING\CONFERENCE	2012 Collection System Operators Conference - JH		\$300.00
		Invoice			
Transaction Date	12/7/2011	Due 0	NORTH STAR CHEC 10100	Total	\$600.00
Claim#	2412	MET-COUNCIL ENVIRONMENTAL S	Ck# 021020	12/13/2011	
Cash Payment	E 601-49000-387	WATER TREATMENT SE	1/12 Wastewater Treatment		\$9,765.51
		Invoice			
Transaction Date	12/7/2011	Due 0	NORTH STAR CHEC 10100	Total	\$9,765.51
	Claim Type	Not Working		Total	\$11,315.51

Pre-Written Checks	\$11,315.51
Checks to be Generated by the Compute	\$0.00
Total	\$11,315.51

CITY OF LAUDERDALE
***Check Detail Register©**

DECEMBER 2011

		Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING				
Paid Chk#	021033	12/31/2011	AFSCME	
	G 101-21709	UNION DUES	\$119.10	12/11 Union Dues
		Total AFSCME	\$119.10	
Paid Chk#	021034	12/31/2011	AHDN ATTORNEYS	
	E 101-41500-355	MISC PRINTING/PROCESS SER	\$69.52	12/11 Legal Processing Fees
	E 101-41500-300	LEGAL FEES - PROSECUTING	\$850.00	12/11 Legal Fees
		Total AHDN ATTORNEYS	\$919.52	
Paid Chk#	021035	12/31/2011	CITY OF FALCON HEIGHTS	
	E 101-42100-321	FIRE CALLS	\$445.26	12/11 Fire Call
		Total CITY OF FALCON HEIGHTS	\$445.26	
Paid Chk#	021036	12/31/2011	CITY OF ROSEVILLE	
	E 101-45200-371	NON-RESIDENT REIMBURSEM	\$1,080.00	2011 rec program reimbursement
		Total CITY OF ROSEVILLE	\$1,080.00	
Paid Chk#	021037	12/31/2011	EUREKA RECYCLING	
	E 203-50000-389	RECYCLING CONTRACTOR	\$1,992.81	12/11 Recycling Contract
		Total EUREKA RECYCLING	\$1,992.81	
Paid Chk#	021038	12/31/2011	GOPHER STATE ONE-CALL	
	E 101-43400-386	GOPHER STATE ONE CALL	\$14.50	12/11 Locates
		Total GOPHER STATE ONE-CALL	\$14.50	
Paid Chk#	021039	12/31/2011	RAMSEY COUNTY, PROP REC & REV	
	E 101-43000-313	SNOW & ICE REMOVAL	\$1,210.91	12/11 Plowing
	E 101-42100-318	911 Dispatch	\$801.70	12/11 911 Dispatch
	E 101-42100-442	MISC	\$8.96	12/11 800 MHz radio licenses
		Total RAMSEY COUNTY, PROP REC & REV	\$2,021.57	
Paid Chk#	021040	12/31/2011	STANTEC	
	E 101-43400-306	CONSULTING FEES	\$720.00	12/11 Zoning Code Update
		Total STANTEC	\$720.00	
Paid Chk#	021041	12/31/2011	XCEL ENERGY, CITY HALL	
	E 101-43000-383	GAS UTILITIES	\$323.90	12/11 City Hall Utilities - Gas
	E 101-43000-381	ELECTRIC	\$213.19	12/11 City Hall Utilities - Electric
		Total XCEL ENERGY, CITY HALL	\$537.09	
Paid Chk#	021042	12/31/2011	XCEL ENERGY, STREET LIGHTING	
	E 101-43000-381	ELECTRIC	\$58.92	12/11 Bridge Lights
		Total XCEL ENERGY, STREET LIGHTING	\$58.92	
		10100 NORTH STAR CHECKING	\$7,908.77	

CITY OF LAUDERDALE

***Check Detail Register©**

DECEMBER 2011

Check Amt Invoice Comment

Fund Summary

10100 NORTH STAR CHECKING

101 GENERAL	\$5,915.96	
203 RECYCLING	\$1,992.81	
	<hr/>	
	\$7,908.77	

CITY OF LAUDERDALE
***Check Detail Register©**

JANUARY 2012

	Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING			
Paid Chk# 000620E	1/4/2012	US BANK, DEBT SERVICES	
E 304-47400-601	BOND PRINCIPAL	\$100,000.00	2003A Bond Payment
E 304-47400-611	BOND INTEREST	\$6,952.50	2003A Bond Interest
Total US BANK, DEBT SERVICES		\$106,952.50	
Paid Chk# 021043	1/10/2012	BUSINESS FORMS AND ACCOUNTING	
E 101-41200-201	GENERAL SUPPLIES	\$143.40	500 Checks
total BUSINESS FORMS AND ACCOUNTING		\$143.40	
Paid Chk# 021044	1/10/2012	CITY OF FALCON HEIGHTS	
E 101-42100-320	FIRE CONTRACT	\$16,483.73	2012 readiness to serve
Total CITY OF FALCON HEIGHTS		\$16,483.73	
Paid Chk# 021045	1/10/2012	CITY OF ROSEVILLE	
E 101-41200-391	TELEPHONE/PAGERS	\$95.40	1/12 phone service
E 101-41200-306	CONSULTING FEES	\$398.75	1/12 IT services
Total CITY OF ROSEVILLE		\$494.15	
Paid Chk# 021046	1/10/2012	CITY OF ST ANTHONY	
E 101-42100-319	POLICE CONTRACT	\$49,672.42	1/12 Police Contract
Total CITY OF ST ANTHONY		\$49,672.42	
Paid Chk# 021047	1/10/2012	DONALD SALVERDA & ASSOCIATES	
E 101-41200-308	TRAINING\CONFERENCES	\$425.00	The Effective Management Program
Total DONALD SALVERDA & ASSOCIATES		\$425.00	
Paid Chk# 021048	1/10/2012	DRIVER & VEHICLE SERVICES	
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$16.00	'99 Ford Truck Vehicle Registration
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$16.00	'06 Ford Truck Vehicle Registration
Total DRIVER & VEHICLE SERVICES		\$32.00	
Paid Chk# 021049	1/10/2012	ICMA	
E 101-41200-438	DUES & SUBSCRIPTIONS	\$638.21	2012 HB Membership Dues
Total ICMA		\$638.21	
Paid Chk# 021050	1/10/2012	KONICA MINOLTA	
E 101-41200-401	COPIER CONTRACT	\$211.24	1/12 Copier Contract
Total KONICA MINOLTA		\$211.24	
Paid Chk# 021051	1/10/2012	MCFOA	
E 101-41200-438	DUES & SUBSCRIPTIONS	\$35.00	KK 2012 Membership Dues
Total MCFOA		\$35.00	
Paid Chk# 021052	1/10/2012	METRO CITIES	
E 101-41200-438	DUES & SUBSCRIPTIONS	\$1,055.00	2012 dues
Total METRO CITIES		\$1,055.00	
Paid Chk# 021053	1/10/2012	PUBLIC EMPLOYEES INS PROGRAM	

CITY OF LAUDERDALE
***Check Detail Register©**

JANUARY 2012

	Check Amt	Invoice	Comment
G 101-21706 HEALTH INSURANCE	\$2,357.02		1/12 Health Benefits
Total PUBLIC EMPLOYEES INS PROGRAM	\$2,357.02		
<hr/>			
Paid Chk# 021054 1/10/2012 RAMSEY COUNTY, PROP REC & REV			
G 101-21706 HEALTH INSURANCE	\$429.15		1/12 insurance benefits
E 101-41200-355 MISC PRINTING/PROCESS SER	\$25.00		1/12 insurance benefits processing
Total RAMSEY COUNTY, PROP REC & REV	\$454.15		
<hr/>			
Paid Chk# 021055 1/10/2012 RAPIT PRINTING			
E 101-41200-201 GENERAL SUPPLIES	\$110.34		3 Boxes of City Logo Window Envelope
Total RAPIT PRINTING	\$110.34		
<hr/>			
Paid Chk# 021056 1/10/2012 WASTE MANAGEMENT			
E 101-43000-384 REFUSE DISPOSAL	\$160.41		1/12 Refuse Disposal - Public Works
Total WASTE MANAGEMENT	\$160.41		
10100 NORTH STAR CHECKING	\$179,224.57		

Fund Summary

10100 NORTH STAR CHECKING	
101 GENERAL	\$72,272.07
304 03 ST/UTIL IMP DEBT SERVICE	\$106,952.50
	\$179,224.57

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012

ITEM NUMBER November Finances

STAFF INITIAL

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month I provide the Council with an updated copy of the city's finances. Following are the numbers for November.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the city's finances for November 2011.

COUNCIL ACTION:

GENERAL FUND REVENUE

	2009	2010	2011	2011	2012
	Actual	Actual	Adopted	Nov. 30, 2011	Proposed
CITY LEVIED TAXES					
31010 Current Ad Valorem	425,397	411,088	470,047	268,382	496,993
31020 Delinquent Ad Valorem	3,534	1,841	-	10,406	-
31040 Fiscal Disparities	101,843	109,600	110,683	107,957	101,159
SUB TOTAL PROPERTY TAXES	530,775	522,528	580,730	386,745	598,152
STATE AIDE					
33401 Local Government Aide	557,218	516,153	519,747	258,077	516,153
33405 PERA Rate Increase Aide	1,198	1,198	1,198	599	1,198
33406 Market Value Home Credit	28,839	101	(31,811)	-	-
TOTAL STATE AIDE	587,255	517,452	489,134	258,676	517,351
LICENSES AND FEES					
32110 3.2 Alcohol License	150	150	150	-	150
32120 Cigarette License	200	600	400	-	400
32130 Garbage Hauler Licenses	1,170	1,275	750	1,125	1,000
32140 HVAC Licenses	890	1,453	600	850	600
32150 Tree Company License	140	700	300	300	300
32180 Rental License Fee	3,366	4,091	3,000	862	3,000
32240 Animal Licenses	290	390	250	370	250
34101 City Hall/Park Rental	3,945	4,955	2,500	6,495	4,000
43103 Administrative Fee	83	-	200	-	-
34105 Sale of Publications	-	-	-	-	-
34109 Copies	61	51	50	-	50
34114 Advertising sales	-	50	-	75	-
34115 Miscellaneous Revenue	-	-	-	-	-
TOTAL LICENSES AND FEES	10,295	13,715	8,200	10,077	9,750
REVENUE OTHER					
36100 Special Assessments	9,677	20,918	-	45,304	-
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	2,182	1,485	-	4,965	-
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	-	-	-	-	-
36211 Investment Interest	11,018	6,492	7,000	6,916	6,000
36230 Donations	-	3,000	-	-	-
36231 Dog Park Donations	50	10	-	25	-
36240 State Surcharge - Construction Permits	539	336	250	426	300
36250 Refunds and Reimbursements	3,511	1,140	-	-	-
36252 LMCIT Insurance Dividend	2,905	3,015	-	-	-
36255 Miscellaneous	-	-	-	23	-
39101 Sales Fixed Assets	1	-	-	-	-
TOTAL OTHER REVENUE	29,882	36,396	7,250	57,659	6,300
PUBLIC SAFETY	40,547	41,330	34,500	44,688	38,500
PLANNING & INSPECTIONS	20,487	13,674	10,600	13,449	8,200
TRANSFERS FROM OTHER FUNDS	-	-	-	-	-

GENERAL FUND REVENUE

	2009	2010	2011	2011	2012
	Actual	Actual	Adopted	Nov. 30, 2011	Proposed
TOTAL GENERAL FUND REVENUE	1,219,241	1,145,095	1,130,414	771,293	1,178,253

GENERAL FUND EXPENDITURES

Legislative	22,634	24,481	26,193	24,245	27,563
Administrative	168,728	144,697	157,366	127,000	163,030
Audit, Elections, and Legal Services	6,234	46,958	48,857	38,190	52,873
Public Safety					
Police	582,567	585,398	605,287	549,164	613,695
Fire	35,529	29,232	32,500	31,669	35,500
Prosecution	11,545	-	-	-	-
Public Works	92,877	86,632	105,044	78,763	101,724
Planning & Inspections	22,568	46,241	56,322	37,208	52,620
Parks and Recreation	71,716	63,978	64,845	56,463	65,248
Development	1,235	1,648	14,000	5,882	26,000
EXPENDITURES BEFORE TRANSFERS	1,015,633	1,029,264	1,110,414	948,584	1,138,253
Contingency	-	-	20,000	-	20,000
Transfers Out	31,000	112,594	-	-	20,000
TOTAL GENERAL FUND EXPENDITURES	1,046,633	1,141,858	1,130,414	948,584	1,178,253

<u>LEGISLATIVE (41100)</u>		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
EXPENDITURES						
Personnel						
103	Part-time employees	13,200	13,200	13,200	12,100	13,200
122	FICA	1,010	1,010	1,010	926	1,010
151	Workers Comp	59	118	103	98	103
	Subtotal Personnel	14,269	14,328	14,313	13,124	14,313
General Operations						
201	General Supplies	-	39	-	100	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	84	-	-	-	-
305	Legal Fees	-	500	-	-	-
308	Training and Conferences	-	930	2,000	1,634	3,000
331	Travel	24	72	130	337	500
352	Public Notices	292	391	700	634	700
361	General Liability	5,228	5,331	6,000	5,556	6,000
438	Dues and Subscriptions	2,671	2,695	2,800	2,756	2,800
439	Special Events	-	-	-	-	-
440	Meeting Expenses	66	196	250	104	250
442	Miscellaneous Expenses	-	-	-	-	-
	Subtotal General Operations	8,365	10,153	11,880	11,121	13,250
Capital Equipment						
530	Furniture and Equipment	-	-	-	-	-
538	Computer software and Equipment	-	-	-	-	-
	Subtotal Capital Equipment	-	-	-	-	-
	TOTAL LEGISLATIVE EXPENSE:	22,634	24,481	26,193	24,245	27,563

ADMINISTRATION & FINANCE (41200)		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	102,536	90,954	93,081	78,809	99,551
104	Temp. employees	-	-	-	-	-
121	PERA	6,836	6,470	6,748	5,699	7,217
122	FICA	8,004	7,297	7,121	6,312	7,616
131	Benefits (health, dental, etc)	9,272	10,116	11,340	9,499	12,150
142	Unemployment Benefits	-	55	-	110	-
151	Workers Compensation	559	965	726	712	796
	Subtotal Personnel	127,206	115,857	119,016	101,141	127,330
General Operations						
201	General Supplies	1,731	1,899	2,200	596	1,500
203	Postage	1,817	2,626	4,000	2,076	3,500
208	Water cooler water	303	277	450	269	400
301	Auditing	12,904	-	-	-	-
305	Legal contract - Civil	3,567	-	-	-	-
306	Consulting fees (IT Support)	5,440	5,440	5,500	4,987	6,000
307	Computer Services (Banyon)	1,560	1,561	1,600	1,561	1,600
308	Training and conferences	1,004	772	2,000	1,295	2,000
309	Newspaper - Roseville Review	-	-	-	-	-
327	Other Services	-	-	-	96	400
331	Travel Expenses	929	765	1,200	657	1,000
352	Public information and notices	726	662	1,500	689	1,000
353	Newletter Printing	2,469	2,438	4,000	2,508	3,000
354	Phonebook Printing	-	-	-	-	-
355	Miscellaneous printing & process	285	1,000	1,200	245	500
361	General liability	4,652	4,955	5,300	5,113	5,500
391	Telephones/Fax (City Hall)	1,769	1,666	2,000	1,503	2,000
401	Copier	379	1,349	2,800	2,633	3,000
404	Computer Repair/Maintenance	-	-	-	-	-
409	Other equipment repair	-	-	-	-	-
438	Dues and Subscriptions	1,474	2,491	3,000	1,476	2,600
440	Meeting Expenses	85	159	100	53	200
442	Miscellaneous expenses	78	779	500	101	500
	Subtotal General Operations	41,172	28,840	37,350	25,859	34,700
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	351	-	1,000	-	1,000
	Subtotal Capital	351	-	1,000	-	1,000
	TOTAL EXPENSES	168,728	144,697	157,366	127,000	163,030

AUDITING, ELECTIONS, AND LEGAL SERVICES (41500)		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	3,724	12,440	6,952	9,460	9,899
104	Temp. employees	968	2,242	-	-	2,500
121	PERA	239	869	504	651	535
122	FICA	296	974	532	732	565
131	Benefits (health, dental, etc)	198	1,486	840	1,160	900
151	Workers Compensation	35	105	54	57	74
	Subtotal Personnel	5,461	18,116	8,882	12,060	14,473
General Operations						
201	General Supplies	-	512	-	-	300
300	Legal Services - Prosecution	-	10,032	12,000	8,500	12,000
301	Auditing	-	12,880	14,000	13,576	14,000
305	Legal Services - Civil	-	4,581	12,000	3,404	10,000
327	Other Services	586	432	800	426	700
331	Travel Expenses	-	-	75	-	-
352	Public information & Notices	96	-	100	-	500
355	Miscellaneous Fees	-	406	1,000	224	700
409	Other equipment and repair	-	-	-	-	-
440	Meeting expenses	91	-	-	-	200
442	Miscellaneous expenses	-	-	-	-	-
	Subtotal General Operations	774	28,842	39,975	26,130	38,400
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	6,234	46,958	48,857	38,190	52,873

PUBLIC SAFETY (42100)		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
REVENUE						
34202	False Fire Alarm	424	-	500	-	500
34203	Fire Inspection Fee	-	-	1,000	-	1,000
34205	Fire Call Reimbursement	1,252	-	-	-	-
35101	Court Fines (including traffic tickets)	38,872	41,330	33,000	44,688	37,000
	TOTAL REVENUE	40,547	41,330	34,500	44,688	38,500
EXPENDITURES						
General Operations						
305	Legal Fees - Prosecution	10,152	-	-	-	-
355	Miscellaneous fees - Printing	1,392	-	-	-	-
	Subtotal Prosecution	11,545	-	-	-	-
318	911 Dispatch	-	-	9,620	8,017	12,126
319	Police Contract	578,250	578,595	590,167	540,986	596,069
360	General Liability	-	-	5,000	-	5,000
391	Telephone/Pager	-	-	-	-	-
442	Miscellaneous Exp.	4,317	6,803	500	161	500
	Subtotal Police	582,567	585,398	605,287	549,164	613,695
320	Fire Contract	18,630	17,826	18,000	17,685	18,000
321	Fire Calls	16,475	11,186	13,000	13,761	16,000
322	False Fire Alarms	424	219	500	223	500
323	Fire Inspections	-	-	1,000	-	1,000
	Subtotal Fire	35,529	29,232	32,500	31,669	35,500
	TOTAL EXPENSES	629,641	614,630	637,787	580,833	649,195

PUBLIC WORKS (43000)		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	44,294	31,244	27,248	28,414	28,066
102	Overtime/On-Call	2,191	3,030	3,000	2,304	3,000
121	PERA	3,004	2,573	2,193	2,223	2,252
122	FICA	3,516	2,920	2,314	2,466	2,377
131	Benefits (health, dental, etc)	4,702	4,162	4,200	4,124	4,500
151	Workers Compensation	2,097	3,549	2,526	2,487	1,429
	Subtotal Personnel	59,804	47,477	41,481	42,018	41,624
General Operations						
202	Permanent Supplies	-	305	-	676	500
212	Motor Fuels	1,587	2,500	2,200	2,868	3,000
213	Lubricants and other fluids	-	-	-	46	-
225	Landscaping Materials	15	-	963	21	-
226	Signs	-	-	-	-	-
227	Tools and Equipment	-	-	-	-	-
228	Miscellaneous Repairs & Supplies	1,008	457	1,500	2,182	2,000
304	Engineering Contract	-	337	3,000	-	1,000
308	Training and conferences	165	165	400	165	400
313	Snow and Ice Removal Contact	5,207	11,268	15,000	9,218	15,000
314	Street Sweeping Contract	5,062	5,026	6,000	2,045	6,000
317	Tree Service	3,214	3,642	10,000	3,441	10,000
324	Alley Repair	-	-	1,000	-	1,000
327	Other Services/ Floor Maintenance	356	328	3,000	1,364	1,500
328	Street Repair	-	-	500	-	-
380	Electricity - Street Lighting	6,168	5,896	6,400	5,651	6,400
381	Electricity	2,457	3,067	3,400	2,578	3,200
382	Water	69	63	100	52	100
383	Gas Utilities	3,075	2,674	4,000	2,036	3,500
384	Refuse Disposal	1,189	1,481	1,600	1,639	3,000
391	Telephone/Pagers	534	488	500	325	500
402	Truck repair and Maintenance	2,968	1,363	3,800	2,427	3,000
426	Machinery rental	-	-	-	-	-
442	Miscellaneous	-	96	200	12	-
	Subtotal General Operations	33,073	39,154	63,563	36,745	60,100
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
538	Land	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	92,877	86,632	105,044	78,763	101,724

		2009	2010	2011	2011	2012
<u>PLANNING & INSPECTIONS (43400)</u>		Actual	Actual	Adopted	As of Nov. 30	Proposed
REVENUE						
	Other					
32210	Building Permits	11,688	9,163	7,000	8,636	5,000
32211	Zoning Permit Applications	1,210	700	200	850	500
32225	Plan Review	4,692	1,488	2,000	1,559	1,000
32230	Plumbing Permits	1,236	1,248	600	704	700
32270	HVAC Permits	1,410	975	800	1,600	1,000
32280	Street Excavation	100	100	-	100	-
34110	Variance Fee	150	-	-	-	-
34112	Conditional Use Permit	-	-	-	-	-
34113	Zoning Amendment	-	-	-	-	-
	TOTAL REVENUE	20,487	13,674	10,600	13,449	8,200
EXPENDITURES						
Personnel						
101	Full-time employees	14,686	27,923	31,308	22,955	32,444
121	PERA	963	1,966	2,270	1,629	2,352
122	FICA	1,169	2,330	2,395	1,940	2,482
131	Benefits (health, dental, etc)	1,110	3,409	4,410	3,195	4,725
151	Workers Compensation	207	1,224	1,339	1,319	1,317
	Subtotal Personnel	18,136	36,852	41,722	31,038	43,320
General Operations						
201	General Supplies	-	-	-	-	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	173	219	500	272	300
306	Consulting Fees	452	8,015	10,000	4,508	5,300
308	Training and conferences	450	450	500	500	500
312	Building Inspector	2,408	35	2,500	-	2,000
327	Other Services	-	-	-	-	-
331	Travel Expenses	-	-	-	-	-
355	Miscellaneous Printing	-	-	-	-	-
386	Gopher State One Call	531	422	600	435	600
442	Miscellaneous expenses	-	10	-	175	200
443	Surcharge Report	419	239	500	280	400
	Subtotal General Operations	4,432	9,389	14,600	6,170	9,300
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	22,568	46,241	56,322	37,208	52,620

<u>PARKS AND RECREATION (45200)</u>		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	51,253	41,317	37,855	36,950	38,932
104	Temp. employees	3,555	4,403	6,000	4,043	6,000
121	PERA	3,431	2,960	2,744	2,670	2,823
122	FICA	4,322	3,747	3,355	3,296	3,437
131	Benefits (health, dental, etc)	5,102	4,946	5,880	5,006	6,300
151	Workers Compensation	260	1,309	1,161	1,147	1,256
	Subtotal Personnel	67,923	58,682	56,995	53,112	58,748
General Operations						
201	General Supplies	127	45	200	263	300
202	Permanent Supplies	89	32	200	107	200
225	Landscaping Materials	-	-	500	-	100
228	Miscellaneous Repairs & Maintenance.	191	144	250	-	250
317	Tree Service	-	-	-	-	-
370	Park and Rec Expenses	700	700	700	700	700
371	Non-Resident Reimbursment	429	1,137	1,000	528	1,300
381	Electric	439	477	700	397	500
382	Water	172	173	300	86	200
383	Gas Utility	801	617	1,200	571	1,000
384	Refuse	-	-	-	-	-
391	Telephones and Pagers	-	20	100	21	50
403	Mower repair	-	1,275	1,500	-	1,000
412	Warming House Repair	-	33	100	-	100
427	Porta Potty Rental	767	630	800	363	500
442	Miscellaneous	78	13	300	315	300
	Subtotal General Operations	3,793	5,296	7,850	3,351	6,500
Capital Expenditures						
550	Other Improvements	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	71,716	63,978	64,845	56,463	65,248

<u>DEVELOPMENT (48100)</u>		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
REVENUE						
	Other	-	-	-	-	-
	TOTAL REVENUE	-	-	-	-	-
EXPENDITURES						
General Operations						
306	Consulting Fees	1,235	1,648	14,000	5,882	26,000
442	Miscellaneous expenses	-	-	-	-	-
	Subtotal General Operations	1,235	1,648	14,000	5,882	26,000
	TOTAL EXPENSES	1,235	1,648	14,000	5,882	26,000

		2009	2010	2011	2011	2012
<u>CONTINGENCY (45300)</u>		Actual	Actual	Adopted	<u>As of Nov. 30</u>	Proposed
REVENUE						
	Other	-	-	-	-	-
	TOTAL REVENUE	-	-	-	-	-
EXPENDITURES						
General Operations						
444	CONTINGENCY FUNDS	-	-	20,000	-	20,000
710	OPERATING TRANSFERS	-	-	-	-	-
	Subtotal General Operations	-	-	20,000	-	20,000
	TOTAL EXPENSES	-	-	20,000	-	20,000

TRANSFERS OUT (45400)		2009	2010	2011	2011	2012
		Actual	Actual	Adopted	As of Nov. 30	Proposed
REVENUE						
	Other	-	-	-	-	-
	TOTAL REVENUE	-	-	-	-	-
EXPENDITURES						
732	Transfers to 302	31,000	-	-	-	-
733	Transfers to 303	-	-	-	-	-
734	Transfers to 304	-	-	-	-	-
741	Transfers to 401	-	56,297	-	-	-
742	Transfers to 402	-	-	-	-	20,000
743	Transfers to 403	-	-	-	-	-
744	Transfers to 404	-	56,297	-	-	-
745	Transfers to 405	-	-	-	-	-
Total Transfers		31,000	112,594	-	-	20,000

2011 LAUDERDALE BUDGET

SUMMARY OF FUNDS 201 - 602

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2011 As of Nov. 30	2012 Proposed
Total Revenues						
201 Community Events Fund	3,642	4,874	4,830	3,050	3,682	2,850
202 Communications Fund	22,431	22,837	20,942	20,500	15,193	20,300
203 Recycling Fund	41,362	41,967	41,061	41,000	40,733	40,800
302 2000 Imp Debt Fund	48,013	20,524	-	-	-	-
303 2002 Imp Debt Fund	41,424	35,459	31,652	-	-	-
304 2003 Imp Debt Fund	64,834	59,143	50,924	47,500	42,592	43,907
401 Street Improvement Fund	14,760	10,331	5,421	6,000	5,062	4,500
402 General Capital Impr. Fund	4,320	2,184	1,143	1,500	803	1,000
403 Storm Water Impr. Fund	6,048	4,473	2,346	3,000	1,906	1,800
404 Park Improvement Fund	108,725	3,946	118,570	2,000	11,287	1,200
405 TIF Project Fund	162,370	165,052	180,089	139,000	165,235	163,000
407 Sewer Improvement Fund	11,277	81,628	5,660	5,500	4,598	4,000
601 Sewer Utility Fund	229,104	234,715	242,590	245,000	226,479	244,300
602 Storm Water Utility Fund	69,192	49,142	54,092	50,700	52,176	55,500
Revenue Before Transfers	827,502	736,274	759,320	564,750	569,746	583,157
Transfers		291,329	612,594	-	68,381	20,000
Total Revenues	827,502	1,027,604	1,371,914	564,750	638,127	603,157
Total Expenditures						
201 Community Events Fund	4,329	3,616	3,616	3,550	3,301	3,450
202 Communications Fund	15,374	29,277	29,277	29,669	19,487	30,715
203 Recycling Fund	23,391	32,079	32,079	34,275	19,954	34,431
302 2000 Impr. Debt Fund	122,080	455,481	455,481	-	-	-
303 2002 Impr. Debt Fund	150,256	145,798	145,798	526,950	526,936	-
304 2003 Impr. Debt Fund	118,608	116,350	116,350	116,205	116,429	113,130
401 Street Improvement Fund	69,213	12,189	12,189	-	-	-
402 General Capital Impr. Fund	90,000	-	-	31,000	29,714	35,000
403 Storm Water Impr. Fund	32,316	-	-	-	-	-
404 Park Improvement Fund	81,110	6,735	6,735	44,000	30,945	20,000
405 TIF Project Fund	738	747	747	1,000	1,095	1,000
407 Sewer Improvement Fund	-	-	-	-	-	-
601 Sewer Utility Fund	212,687	228,570	228,570	243,629	182,025	226,612
602 Storm Water Utility Fund	36,424	43,293	43,293	66,000	34,976	68,758
Expenditures Before Transfers	956,526	1,074,134	1,074,134	1,096,278	964,862	533,096
Tranfers		260,329	500,000	-	68,381	
Total Expenditures	956,526	1,334,463	1,574,134	1,096,278	1,033,243	533,096
Surplus/(deficit)	(129,025)	(306,860)	(202,220)	(531,528)	(395,116)	70,061

Community Events Fund 201

DEPT. 45600	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2011 As of Nov. 30	2012 Proposed
BEGINNING BALANCE	3,486	2,800	4,058	5,638	5,638	5,138
REVENUES:						
34785 Fun Run / Walk	-	-	-	100	-	-
34786 Winter Event	609	396	33	-	31	-
34787 Garage Sale	-	50	-	50	-	50
34788 Day in the Park	1,683	1,904	3,219	1,500	2,046	1,500
34789 Music under the trees	-	448	434	400	469	400
34790 Other Events - March Dance	-	-	-	-	-	-
34791 Pop Sales	-	-	-	-	-	-
34792 T-Shirt Sales	150	330	97	100	137	100
34795 Halloween Donations	779	825	854	700	844	600
36211 Investment Interest	129	121	69	100	62	100
36230 Donations	-	30	-	-	-	-
36255 Misc.	293	769	124	100	93	100
Total Revenues	3,642	4,874	4,830	3,050	3,682	2,850
EXPENDITURES:						
201 General Supplies	-	5	-	-	-	-
202 Permanent Supplies	43	100	-	100	40	100
368 Fun Run / Walk	-	-	100	100	446	500
369 Music Under the Trees	535	200	600	400	400	400
370 Other Events - March Dance	-	-	-	-	-	-
373 T-Shirts	353	-	-	-	-	-
375 Winter Event	1,011	192	250	250	150	250
376 Garage Sale	34	-	-	-	-	-
377 Day in the Park	1,500	1,800	1,400	1,800	1,294	1,300
378 Night Out	103	119	150	150	119	150
379 Halloween Event	496	518	450	500	692	550
437 Sales Tax	-	-	-	-	-	-
430 Misc.	-	491	-	-	-	-
440 Meeting Expenses	254	191	300	250	160	200
Total Expenditures	4,329	3,616	3,250	3,550	3,301	3,450
Fund Balance Gain/Loss	(686)	1,258	1,580	(500)	381	(600)
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	2,800	4,058	5,638	5,138	6,019	4,538

Communications Fund 202

DEPT. 49500		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		36,667	43,724	37,284	33,712	33,712	24,543
REVENUES:							
36253	Franchise Fees	21,278	21,632	20,576	20,000	14,902	20,000
36250	Refunds & Reimbursements		262	-	-	-	-
36211	Investment Interest	1,153	942	366	500	291	300
33600	Grants		-	-	-	-	-
Total Revenues		22,431	22,837	20,942	20,500	15,193	20,300
EXPENDITURES:							
101	Reg. Full Time Employees	6,230	6,307	10,678	15,360	9,226	16,046
121	PERA Contributions	473	426	752	1,114	660	1,163
122	FICA Contributions	593	510	869	1,175	754	1,228
131	Group Insurance	618	576	1,191	2,100	1,170	2,250
151	Workers Comp	-	27	86	120	124	128
Personnel costs		7,913	7,846	13,576	19,869	11,934	20,815
201	General Supplies	-	5	85	100	37	-
202	Permanent Supplies	-	-	-	-	-	-
307	Web Hosting	444	444	444	600	500	600
327	Other Service	1,993	3,501	2,837	2,800	2,128	3,000
329	Cable Franchise Fee	5,023	5,069	5,214	5,300	4,888	5,300
530	Furniture and Equipment	-	12,411	2,358	1,000	-	1,000
Operating Costs		7,460	21,430	10,938	9,800	7,553	9,900
Total Expenditures		15,374	29,277	24,514	29,669	19,487	30,715
Fund Balance Gain/Loss		7,057	(6,440)	(3,572)	(9,169)	(4,294)	(10,415)
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		43,724	37,284	33,712	24,543	29,418	14,128

Recycling Fund 203

DEPT. 50000		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		60,029	78,000	87,889	98,106	98,106	104,831
REVENUES:							
36100	Recycling Fee	34,698	35,215	35,113	35,000	34,937	35,000
36102	Penalties & Interest	71	62	35	-	63	-
33622	SCORE Grant	4,758	4,866	4,926	5,000	4,750	5,000
36211	Investment Interest	1,811	1,824	987	1,000	971	800
36255	Other	24	-	-	-	12	-
Total Revenues		41,362	41,967	41,061	41,000	40,733	40,800
EXPENDITURES:							
101	Reg. FT Employees	3,545	2,949	5,687	5,606	5,066	5,774
121	PERA Contributions	283	201	400	406	368	419
122	FICA Contributions	356	244	478	429	434	442
131	Group Insurance	362	256	625	840	687	900
151	Workers Comp	-	8	42	44	49	46
Personnel costs		4,546	3,658	7,232	7,325	6,604	7,581
202	Permanent Supplies	-	-	95	100	-	-
327	Other Service	339	339	332	350	332	350
389	Recycling Contract	18,506	28,082	23,185	26,500	13,018	26,500
Operating Costs		18,845	28,421	23,611	26,950	13,350	26,850
Total Expenditures		23,391	32,079	30,843	34,275	19,954	34,431
Fund Balance Gain/Loss		17,971	9,889	10,218	6,725	20,779	6,369
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		78,000	87,889	98,106	104,831	118,885	111,200

2002 Improvements Debt Service Fund 303

DEPT. 47300	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE	392,169	283,338	172,999	458,555	458,555	(0)
REVENUES:						
36102 Penalties & interest	7,839	6,587	2,759	-	-	-
36211 Investment Interest	8,670	4,063	1,730	-	-	-
36100 Special Assessments	24,916	24,809	27,163	-	-	-
Total Revenue	41,424	35,459	31,652	-	-	-
EXPENDITURES:						
601 Bond Principal	115,000	115,000	120,000	515,000	515,000	-
611 Bond Interest	34,609	30,153	25,363	11,500	11,436	-
621 File Maintenance Charges	647	645	733	450	500	-
Total Expenditures	150,256	145,798	146,095	526,950	526,936	-
Fund Balance Gain/Loss	(108,831)	(110,339)	(114,443)	(526,950)	(526,936)	-
39200 Transfers In	-	-	400,000	-	68,381	-
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	283,338	172,999	458,555	(68,395)	(0)	(0)

2003 Improvements Debt Service Fund 304

DEPT. 47400		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		478,218	424,444	367,236	404,217	404,217	335,512
REVENUES:							
36102	Penalties & interest	12,852	10,458	4,535	9,000	6,772	6,907
36211	Investment Interest	12,784	8,690	4,484	4,000	3,231	3,000
36100	Special Assessments	39,197	39,995	41,906	34,500	32,589	34,000
Total Revenues		64,834	59,143	50,924	47,500	42,592	43,907
EXPENDITURES:							
601	Bond Principal	95,000	95,000	95,000	100,000	100,000	100,000
611	Bond Interest	22,961	20,705	18,211	15,405	15,405	12,330
621	File Maintenance Charges	647	645	733	800	1,024	800
Total Expenditures		118,608	116,350	113,944	116,205	116,429	113,130
Fund Balance Gain/Loss		(53,775)	(57,207)	(63,019)	(68,705)	(73,837)	(69,223)
39200	Transfers In	-	-	100,000	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		424,444	367,236	404,217	335,512	330,380	266,289

Street Improvement Fund 401

DEPT. 48401		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		454,662	400,208	398,350	460,068	460,068	466,068
REVENUES:							
36211	Investment Interest	14,243	10,232	5,326	6,000	4,685	4,500
36200	Miscellaneous Revenue	517	99	95	-	-	-
36102	Penalties & Interest	-	-	-	-	-	-
36100	Special Assessments	-	-	-	-	377	-
Total Revenue		14,760	10,331	5,421	6,000	5,062	4,500
EXPENDITURES:							
328	Street Repair	49,712	4,320	-	-	-	-
	Street Reconstruction	-	-	-	-	-	-
	Streetscaping	-	-	-	-	-	-
304	Engineering	19,502	7,869	-	-	-	-
	Trees	-	-	-	-	-	-
Total Expenditures		69,213	12,189	-	-	-	-
Fund Balance Gain/Loss		(54,454)	(1,858)	5,421	6,000	5,062	4,500
39200	Transfers In	-	-	56,297	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		400,208	398,350	460,068	466,068	465,130	470,568

General Capital Improvement Fund 402

DEPT. 48000		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		168,981	83,301	85,485	86,628	86,628	57,128
REVENUES:							
36211	Investment Interest	4,320	2,184	1,143	1,500	803	1,000
	Depreciation	-	-	-	-	-	-
39999	Other	-	-	-	-	-	-
Total Revenue		4,320	2,184	1,143	1,500	803	1,000
EXPENDITURES:							
510	Land	-	-	-	-	-	-
520	Buildings	-	-	-	1,000	-	-
521	City Garage	-	-	-	-	-	-
523	Warming House	-	-	-	-	-	-
530	Furniture & Equipment	-	-	-	-	-	-
531	Office Equipment	-	-	-	-	-	-
532	Copier	-	-	-	-	-	-
535	HVAC	-	-	-	-	-	-
538	Computers	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
543	Tractor	-	-	-	30,000	29,714	-
550	Other Improvements	-	-	-	-	-	-
560	Vehicle	-	-	-	-	-	-
562	Truck	-	-	-	-	-	35,000
Total Expenditures		-	-	-	31,000	29,714	35,000
Fund Balance Gain/Loss		4,320	2,184	1,143	(29,500)	(28,911)	(34,000)
39200	Transfers In	-	-	-	-	-	20,000
710	Transfers Out	90,000	-	-	-	-	-
Ending Fund Balance		83,301	85,485	86,628	57,128	57,718	43,128

Storm Sewer Improvement Fund 403

DEPT. 48403	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE	197,249	170,981	175,454	177,800	177,800	180,800
REVENUES:						
37300 Storm Sewer Fee	-	-	-	-	-	-
36211 Investment Interest	6,048	4,473	2,346	3,000	1,906	1,800
39999 Other	-	-	-	-	-	-
Total Revenues	6,048	4,473	2,346	3,000	1,906	1,800
EXPENDITURES:						
101 Reg. FT Employees	-	-	-	-	-	-
102 On-Call Pay	-	-	-	-	-	-
121 PERA Contributions	-	-	-	-	-	-
122 FICA Contributions	-	-	-	-	-	-
131 Group Insurance	-	-	-	-	-	-
151 Workers Compensation	-	-	-	-	-	-
Personnel Costs	-	-	-	-	-	-
304 Engineering	11,816	-	-	-	-	-
327 Other Services	-	-	-	-	-	-
442 Misc	500	-	-	-	-	-
444 Contingency Funds	-	-	-	-	-	-
554 Storm System Repairs	-	-	-	-	-	-
Operating Costs	12,316	-	-	-	-	-
Total Expenditures	12,316	-	-	-	-	-
Fund Balance Gain/Loss	(6,268)	4,473	2,346	3,000	1,906	1,800
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	20,000	-	-	-	-	-
Ending Fund Balance	170,981	175,454	177,800	180,800	179,706	182,600

Park Improvement Fund 404

DEPT. 48404		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		123,844	151,458	148,669	187,295	187,295	145,295
REVENUES:							
33130	Grants	-	-	60,000	-	-	-
36230	Donations	-	-	-	-	9,750	-
36211	Investment Interest	4,065	3,946	2,273	2,000	1,537	1,200
Total Revenues		4,065	3,946	62,273	2,000	11,287	1,200
EXPENDITURES:							
304	Engineering	17,718	382	-	-	-	-
510	Land	-	-	-	-	-	-
524	Picnic Shelter	-	-	-	-	-	-
525	Playground	-	-	79,945	34,000	21,495	-
526	Park Path	-	-	-	-	-	-
527	Gen. Park Improvements	63,392	6,353	-	10,000	9,450	20,000
528	Court Improvements	-	-	-	-	-	-
Total Expenditures		81,110	6,735	79,945	44,000	30,945	20,000
Fund Balance Gain/Loss		(77,046)	(2,789)	(17,672)	(42,000)	(19,658)	(18,800)
39200	Transfers In	104,660	-	56,297	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		151,458	148,669	187,295	145,295	167,637	126,495

TIF Project Fund 405

DEPT. 48500		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		468,208	629,840	533,815	211,694	211,694	349,694
REVENUES:							
36211	Investment Interest	17,471	15,800	5,074	4,000	2,214	2,000
31050	Tax increment	137,953	141,815	167,422	135,000	161,206	161,000
31051	Delinquent Tax increment	1,959	1,879	1,781	-	1,815	-
33406	TIF Mrkt Value Homestead Crdt	4,987	5,558	5,812	-	-	-
Total Revenues		162,370	165,052	180,089	139,000	165,235	163,000
EXPENDITURES:							
101	FT Employees	-	-	-	-	-	-
121	PERA Contribution	-	-	-	-	-	-
122	FICA Contribution	-	-	-	-	-	-
131	Group Insurance	-	-	-	-	-	-
133	Life Insurance	-	-	-	-	-	-
Total Personnel Costs		-	-	-	-	-	-
304	Engineering	-	-	-	-	-	-
305	Legal Fees	-	-	-	-	-	-
327	Other Services	738	747	2,210	1,000	1,095	1,000
325	Other Imp. (Larpenteur)	-	-	-	-	-	-
General Operating Costs		738	747	2,210	1,000	1,095	1,000
Total Expenditures		738	747	2,210	1,000	1,095	1,000
Fund Balance Gain/Loss		161,632	164,305	177,878	138,000	164,140	162,000
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	260,329	500,000	-	68,381	-
Ending Fund Balance		629,840	533,815	211,694	349,694	307,453	511,694

Sewer Improvement Fund 407

DEPT. 48407		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		330,380	341,657	423,285	428,944	428,944	434,444
REVENUES:							
36211	Investment Interest	11,277	9,128	5,660	5,500	4,598	4,000
36100	Special Assessments	-	-	-	-	-	-
37240	Sewer Connections	-	72,500	-	-	-	-
Total Revenues		11,277	81,628	5,660	5,500	4,598	4,000
EXPENDITURES:							
304	Engineering	-	-	-	-	-	-
544	Other	-	-	-	-	-	-
Total Expenditures		-	-	-	-	-	-
Fund Balance Gain/Loss		11,277	81,628	5,660	5,500	4,598	4,000
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		341,657	423,285	428,944	434,444	433,542	438,444

Sanitary Sewer Enterprise Fund 601

DEPT. 49000		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		201,790	218,207	224,352	233,066	233,066	234,437
REVENUES:							
37210	Sewer Charges	224,682	226,671	240,056	242,000	223,854	242,000
36211	Investment Interest	4,422	4,369	2,534	3,000	2,625	2,300
36250	Refunds/Reimbursements	-	-	-	-	-	-
37230	Penalties	-	-	-	-	-	-
36255	Miscellaneous	-	-	-	-	-	-
37240	Sewer Connections	-	3,675	-	-	-	-
39101	Sale of Assets	-	-	-	-	-	-
Total Revenues		229,104	234,715	242,590	245,000	226,479	244,300
EXPENDITURES:							
101	Reg. FT Employees	17,451	22,169	22,825	26,676	15,905	27,742
102	On-Call Pay	11,822	13,193	10,884	12,000	9,595	12,000
121	PERA Contributions	1,981	2,286	2,409	2,804	2,216	2,881
122	FICA Contributions	2,469	2,683	2,724	2,959	2,443	3,040
131	Group Insurance	2,536	3,577	3,946	3,906	3,930	4,185
151	Worker's Comp.	858	1,932	1,798	934	921	2,764
Personnel Costs		37,117	45,840	44,586	49,279	35,010	52,612
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	394	369	536	500	615	700
227	Tools & Equipment	289	-	-	300	285	300
228	Misc. Repairs/Maint/Supply	-	-	244	400	-	400
301	Auditing	1,350	1,613	1,610	1,700	1,697	1,700
304	Engineering	2,997	3,211	481	3,000	-	3,000
308	Training/Conferences	560	300	-	600	300	500
315	Sewer Jetting	1,444	-	1,050	1,500	-	1,500
316	Sewer Televising	11,018	-	2,083	1,000	1,470	1,500
327	Other Services	6,040	11,408	13,312	5,000	5,169	7,000
331	Travel Expenses	-	119	-	200	-	100
361	General Liability	1,520	1,539	1,666	1,700	1,736	1,800
382	Water	66	69	63	100	52	100
387	Met Council Sewer Charges	115,587	128,590	132,610	138,000	134,611	120,000
391	Telephones/Pagers	228	263	244	250	216	300
402	City Truck Repair/Maint.	-	333	160	100	242	100
425	Clothing	786	933	942	1,000	622	1,000
442	Misc.	-	23	-	-	-	-
444	Contingency Funds	-	-	-	-	-	-
501	Depreciation	33,291	33,959	34,291	34,000	-	34,000
540	Machinery & Equipment	-	-	-	-	-	-
554	System Repairs (I/I)	-	-	-	5,000	-	-
Operating Costs		175,570	182,730	189,290	194,350	147,015	174,000
Total Expenses		212,687	228,570	233,876	243,629	182,025	226,612
Fund Balance Gain/Loss		16,417	6,145	8,714	1,371	44,454	17,688
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		218,207	224,352	233,066	234,437	277,519	252,125

Storm Sewer Enterprise Fund 602

DEPT. 49100		2008	2009	2010	2011	2011	2012
		Actual	Actual	Actual	Adopted	As of Nov. 30	Proposed
BEGINNING BALANCE		(9,196)	23,572	29,421	34,434	34,434	19,134
REVENUES:							
37300	Storm Sewer Fee	48,763	48,351	53,621	50,000	51,702	55,000
36211	Investment Interest	429	791	471	700	474	500
39999	Other	-	-	-	-	-	-
Total Revenues		49,192	49,142	54,092	50,700	52,176	55,500
EXPENDITURES:							
101	Reg. FT Employees	16,112	19,898	23,459	30,369	15,905	31,835
102	On-Call Pay	3,792	2,768	4,186	5,000	3,690	5,000
121	PERA Contributions	1,318	1,431	1,941	2,564	1,789	2,671
122	FICA Contributions	1,644	1,693	2,203	2,706	1,980	2,818
131	Group Insurance	1,737	2,220	3,203	4,284	3,194	4,590
151	Workers Compensation	858	1,045	1,157	777	767	2,244
Personnel Costs		25,461	29,054	36,149	45,700	27,325	49,158
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	394	340	536	500	615	700
227	Tools & Equipment	51	-	-	100	50	-
228	Misc. Repairs/Maint/Supply	-	26	-	-	-	-
301	Auditing	1,350	1,613	1,610	1,700	1,697	1,700
304	Engineering	-	7,281	-	9,000	645	9,000
308	Training/Conferences	-	-	70	500	-	100
314	Street Sweeping	-	-	-	-	-	-
327	Other Services	5,759	1,454	6,127	3,000	912	2,500
352	Public Information Notice	-	80	84	100	41	100
361	General Liability	1,520	1,539	1,666	1,700	1,736	1,700
391	Telephones/Pagers	228	263	244	300	216	300
402	City Truck Repair/Maint.	-	333	160	1,000	242	500
425	Clothing	786	933	942	900	622	1,000
438	Dues & Subscriptions (Permits)	875	375	875	500	875	1,000
442	Misc. (Public Education)	-	-	617	1,000	-	1,000
444	Contingency Funds	-	-	-	-	-	-
501	Depreciation	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
554	Storm System Repairs	-	-	-	-	-	-
Operating Costs		10,963	14,238	12,930	20,300	7,651	19,600
Total Expenditures		36,424	43,293	49,080	66,000	34,976	68,758
Fund Balance Gain/Loss		12,768	5,849	5,013	(15,300)	17,200	(13,258)
39200	Transfers In	20,000	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		23,572	29,421	34,434	19,134	51,634	5,876

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 10, 2012

ITEM NUMBER Twin Cities Chinese
Christian Church Donation

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION :

On December 13, 2011 the City of Lauderdale received a donation of \$1,500.00 from the Twin Cities Chinese Christian Church.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council accepts and thanks the Twin City Chinese Christian Church for their donation.

(I will send a thank you letter after the meeting).

COUNCIL ACTION:

RESOLUTION 011012A

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

**A RESOLUTION ACCEPTING A DONATION OF \$1500.00 FROM THE TWIN
CITIES CHINESE CHRISTIAN CHURCH**

WHEREAS, the Twin Cities Chinese Christian Church of Lauderdale has proposed contributing \$1,500.00 to the City of Lauderdale.

WHEREAS, the City Council of the City of Lauderdale agrees that said donation would be of benefit to the citizens of Lauderdale.

NOW THEREFORE, BE IT RESOLVED, that the City of Lauderdale, does hereby accept said donation of \$1,500.00 from the Twin City Chinese Christian Church.

IT IS FUTHER RESOLVED, that city staff designates said donation to the City of Lauderdale General Fund for 2012.

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

ss

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, January 10, 2012, as the same appears in the minutes of said meeting on file and of record in City Offices.

ADOPTED by the City Council of Lauderdale this 10th day of January, 2012.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012

ITEM NUMBER: 2012 Rental Housing Licenses

STAFF INITIAL: Kevin Kelly

APPROVED BY ADMINISTRATOR:

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

A list of rental property owners who have completed the rental housing inspections and/or renewed their application for license for 2012 are attached.

OPTIONS:

1. Motion to approve listed rental property licenses for 2012.
2. Motion to deny all or some of the listed rental property license applications for 2012.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the completed 2012 Rental Housing Licenses on the attached list.

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Completed Rental License Applications by January 10, 2012
Licensed Property with Owner

- 1799 Carl Richard Gauger
- 1886 Carl Alan Blat
- 1971 Carl Carol Berg
- 1699 Eustis Charles Mason
- 1733/1737 Eustis Jeff Hermes
- 1768 Eustis Daniel Busse
- 1811/1813 Eustis David Tracy
- 1857 Eustis Scott O'Brien
- 1888 Eustis Eric Shin & Grace Song
- 1947 Eustis Jack Barlow
- 1975 Eustis Verle Rhoades
- 1785/1787 Fulham Bruce & Michelle Bonine
- 1791 Fulham Jacob Malinka
- 2367 Larpenteur Mike and Ann Piehl
- 2387 Larpenteur Kathy Toner
- 2439 Larpenteur Charles Mason
- 2443 Larpenteur Malzer Property Management
- 2449 Larpenteur Steven Ramlow
- 1813 Malvern Bonnie Troska
- 1855 Malvern Keith & Grace Dyrud
- 1904 Malvern Dennis Bruwelheide
- 1954 Malvern Allan Giese
- 1962 Malvern Aaron Aaserude
- 1759 Pleasant John Sagstetter
- 1638 Rosehill Bernadette Janisch
- 1829 Walnut Dennis Bruwelheide
- 1847/49 Walnut John and Matthew Ellingson
- 1950 Walnut Gene Christianson
- 1853 Walnut Eric Shin & Grace Song
- 1871 Walnut Mike Drake
- 1878 Walnut Christine & Mark Oliver
- 1898 Walnut Jeremy Carr
- 1623/27/31 Carl Rose Hill Investments LLP
- 1618/1626/1630 Eustis/1619 & 1622 Carl Mid-Continent Mgmt.
- 1634 /1642 Eustis & 2400 Larpenteur CVC Investments
- 1609/1611 Pleasant City Gables

LAUDERDALE COUNCIL ACTION FORM

TYPE OF REQUEST	
Consent	<input checked="" type="checkbox"/>
Action	<input type="checkbox"/>
Resolution	<input type="checkbox"/>
Information	<input type="checkbox"/>
Work session	<input type="checkbox"/>

MEETING DATE <u>January 10, 2012</u>
AGENDA NUMBER <u>4D 2012 Licenses</u>
DESCRIPTION <u>2012 Business Licenses</u>

BACKGROUND OR PAST COUNCIL ACTION

The following applicants successfully met the criteria for their respective license:
Kath HVAC – HVAC License
Corval Constructors, Inc. – HVAC License
Standard Heating and AC – HVAC License
Sedgwick Heating and A/C. – HVAC License
Wenzel Heating and A/C – HVAC License
Hoffman Corners – HVAC License
Fireside Hearth & Home – HVAC license
St. Croix Tree Services, Inc. – Tree Service License
Croix Oil – Cigarette License

OPTIONS

STAFF RECOMMENDATION

By approving the consent agenda, the Council approves the aforementioned licenses for 2012.

COUNCIL ACTION

MOTION BY _____

SECOND _____

STAFF ACTION

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 10, 2012

ITEM NUMBER Council Meeting Schedule

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council sets its meeting schedule for the year. If the Council continues to meet the 2nd and 4th Tuesdays of the month, the schedule would be as attached. Holidays do not conflict with the proposed meeting schedule. After the Council adopts the meeting schedule, it will be posted in the entryway and published in the *Roseville Review*.

OPTIONS:

Adopt the attached City Council meeting schedule.
Propose a new schedule.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council is adopting the attached City Council meeting schedule for 2012.

COUNCIL ACTION:

2012 Lauderdale Schedule

City Council Meetings*

Holidays Observed

January 10

January 24

February 14

February 28

March 13

March 27

April 10

April 24

May 8

May 22

June 12

June 26

July 10

July 24

August 14

August 28

September 11

September 25

October 9

October 23

November 13

November 27

December 11

New Year's Day – Monday, January 2

M. L. King Day – Monday, January 16

Presidents' Day – Monday, February 20

Memorial Day – Monday, May 28

Independence Day – Wednesday, July 4

Labor Day – Monday, September 3

Veterans Day – Monday, November 12

Thanksgiving Holiday – Thursday, November 22 &

Friday, November 23

Christmas Holiday – Monday, December 24 &

Tuesday, December 25

*City Council meetings begin at 7:30 p.m. at
Lauderdale City Hall, 1891 Walnut Street

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012

ITEM NUMBER Official Newspaper

STAFF INITIAL

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City Council must designate an official newspaper at the first council meeting in January. For many years, the City Council has designated the *Roseville Review* and published all legal notices there. The *Review* sent a letter to the City indicating their desire to continue the relationship and the rates for 2012.

OPTIONS:

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

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council is designating the *Roseville Review* as the City's official newspaper for 2012.

COUNCIL ACTION:

Lillie Suburban Newspapers, Inc.

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

December 15, 2011

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

Dear Ms. Butkowski:

Thank you for the opportunity to bid on public notice publication services for the City of Lauderdale. Lillie Suburban Newspapers has been serving the needs of the Lauderdale area for 37 years, and is pleased to provide ongoing coverage of city government and school issues and community events.

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

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

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

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

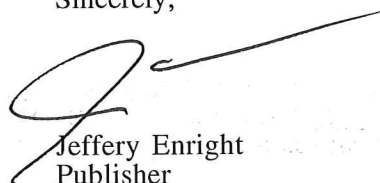
legals@lillienews.com

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

\$9.50 per column inch for a one-time publication
\$8.50 per column inch for each additional publication

Thank you for considering the *Roseville Review* as the official legal newspaper for the City of Lauderdale for 2012. If you have any further questions, don't hesitate to call us.

Sincerely,



Jeffery Enright
Publisher



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

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012
ITEM NUMBER 2012 Investment Policy
STAFF INITIAL AB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council reviews and updates the City's Investment Policy in order to keep the policy current and applicable to the City's needs. Staff does not recommend any changes for 2012.

OPTIONS:

Adopt or amend the 2012 investment policy.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council adopts the 2012 Investment Policy as presented.

COUNCIL ACTION:

City of Lauderdale

2012 Investment Policy

1.0 Policy:

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

2.0 Definitions:

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

3.0 Scope:

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

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

4.0 Objectives:

- 1. Liquidity:** The City Administrator or investment designee shall assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, and debt service.
- 2. Safety:** Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required. Speculation is prohibited.
- 3. Return:** The investment portfolio shall be designated to attain a market average rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio.

5.0 Prudence:

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

6.0 Cash Management Procedures:

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

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

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

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

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

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

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

a. United States Treasury Obligations

b. Federal Agencies Securities

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

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

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

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

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

d. Certificates of Deposit

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

e. Bankers Acceptances

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

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

f. Commercial Paper

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

g. Money Market Funds

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

3. Safekeeping - Investments may be held with:

1. Any Federal Reserve bank.

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

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

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

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

8.0 Diversification:

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

1. Institutions - Diversity between financial institutions used.

a. No more than 60% of the investment portfolio, or \$2,000,000 (whichever is less) shall be invested with any one investment company.

b. No funds may be invested in any one investment company in excess of the amount insured by it.

2. Maturities - Diversity in length of maturities.

a. Investments shall be made to assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, debt service, and planned projects.

b. No investments shall be made with a term over 10 years unless with prior approval from the City Council.

3. Investments - The City should maintain a diversity of investments.

a. With the exception of Certificates of Deposit, U.S. Treasury securities, authorized pools, and Federal Agencies (backed by the full faith and credit of the U.S. Government) - no more than 20% of the entity's total investment portfolio may be invested any one of the following: Repurchase Agreements, Banker's Acceptances, or Commercial Paper.

9.0 Pooling of Investments:

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

10.0 Authorized Financial Dealers & Institutions:

1. At the beginning of each year, the City Council approves depositories and investment firms.

2. All dealers and institutions must qualify as set out in Section 7.3, subpart c.

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

11.0 Collateralization and Custodial Credit Risk

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

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

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

12.0 Ethics and Conflicts of Interest:

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

13.0 Annual Review:

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

Appendix A

Eligible Instruments for City Investment

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012
ITEM NUMBER Resolution 011012B
STAFF INITIAL AGB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

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

OPTIONS:

1. Adopt resolution 011012B Designating Official Depository & Investment Institutions.
2. Do not adopt resolution 011012B Designating Official Depository & Investment Institutions and direct staff to find an alternate depository or investment institutions.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council is adopting resolution 011012B - Designating Official Depository & Investment Institutions for 2012.

COUNCIL ACTION:

RESOLUTION NO. 011012B

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

**RESOLUTION DESIGNATING
OFFICIAL DEPOSITORY & INVESTMENT INSTITUTIONS**

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

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

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

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

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

BE IT FURTHER RESOLVED, North Star Bank, Morgan Stanley Smith Barney, Northland Securities, RBC Wealth Management, Piper Jaffrey/US Bancorp Investments, Financial Northeastern Companies, ICD Securities, and the 4M Fund/Voyager Asset Management are the city's investment institutions and brokers for 2012.

Adopted this 10th day of January 2012, by the Council of the City of Lauderdale.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Heather Butkowski, City Administrator

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	
Consent	<u> X </u>
Public Hearing	<u> </u>
Discussion	<u> </u>
Action	<u> </u>
Resolution	<u> </u>
Work Session	<u> </u>

Meeting Date	<u>January 10, 2012</u>
ITEM NUMBER	<u>Collateral w/North Star</u>
STAFF INITIAL	<u>AS</u>
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the Council approves North Star Bank as a depository for city funds. As city funds occasionally exceed the amount insured by the FDIC, North Star Bank must pledge collateral. They must pledge 10% more than the unsecured amount. To keep things simple, they generally pledge a large enough amount at the start of each year so they don't have to make adjustments as the bank account balance fluctuates. Recently, they replaced their pledged security with a General Obligation Bond from Austin, Minnesota in the amount of \$335,000.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the updated collateral pledged to the city.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date January 10, 2012

ITEM NUMBER FH Recreation Agreement

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Falcon Heights would like to continue offering recreation programs in Lauderdale. Tai Kwan Do is scheduled for January and yoga will be offered later in the year. They are also considering offering tennis lessons as well.

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

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

OPTIONS:

STAFF RECOMMENDATION:

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

COUNCIL ACTION:

**City of Falcon Heights
City of Lauderdale**

Recreation Agreement

THIS AGREEMENT is effective January 1, 2012, through December 31, 2012, by and between the City of Lauderdale (LAUD), 1891 Walnut Street ~ Lauderdale, MN 55113, and Falcon Heights Parks and Recreation (FHPR), 2077 W. Larpenteur Ave ~ Falcon Heights, Minnesota 55113. Falcon Heights agrees to provide recreation programs within the City of Lauderdale. Lauderdale agrees to provide facility space for the programs.

City of Lauderdale and Falcon Heights Parks and Recreation agree to the following obligations:

1. FHPR agrees to:

Provide recreation programs and experiences to Lauderdale residents for the same fee as paid by Falcon Heights' residents. Lauderdale will reimburse Falcon Heights the difference between the resident and non-resident rate for recreation programs and experiences held at Falcon Heights' facilities. Lauderdale will not reimburse Falcon Heights if the programs are held at Lauderdale facilities.

- Coordinate registration, supervision, and program curriculum appropriate for the recreation program.
- The recreation program held at Lauderdale City Hall will include, but not be limited to, Tae Kwon Do and Yoga Classes.
- The recreation programs held at Lauderdale Community Park will include, but not be limited to, Instructional Tennis.
- Provide program staff, program supplies and equipment, and program maintenance support for the agreed upon recreation program.

2. LAUD agrees to:

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

Liability

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

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

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

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

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

City of Falcon Heights

City of Lauderdale

By: _____

By: _____

Title: Mayor

Title: Mayor

Date: _____

Date: _____

By: _____

By: _____

Title: City Administrator

Title: City Administrator/Clerk

Date: _____

Date: _____

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date January 10, 2012

ITEM NUMBER Comm & Mayor Pro Tem

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every year the Council decides who will sit on each committee and appoints a mayor pro tem (in case the Mayor is unable to attend the meeting). Traditionally, the mayor pro tem has also been the back up bank signatory but that is not required.

OPTIONS:

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

STAFF RECOMMENDATION:

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

COUNCIL ACTION:

**CITY OF LAUDERDALE
2012 APPOINTMENTS**

	2011	2012
Acting Mayor	Mac Lean	Mac Lean
Bank Signatories	Dains Mac Lean Butkowski	Dains Mac Lean Butkowski
Data Practices Officer	Butkowski	Butkowski
LMC	Council: Dains Staff: Butkowski	Council: Dains Staff: Butkowski
Metro Cities	Council: Mac Lean Staff: Butkowski	Council: Mac Lean Staff: Butkowski
Metro I-Net	Staff: Butkowski Staff Alt: Bownik	Staff: Butkowski Staff Alt: Bownik
MWMO	Karen Gill-Gerbig Alt: Butkowski	Karen Gill-Gerbig Alt: Butkowski
NSCC	Council: Dains Alt: Hawkinson	Council: Dains Alt: Hawkinson
PCIC	Council: Mac Lean Council Alt: Grove Staff: Bownik Staff Alt: Butkowski	Council: Mac Lean Council Alt: Grove Staff: Bownik Staff Alt: Butkowski
Police Liaison	Council: Dains Staff: Butkowski	Council: Dains Staff: Butkowski
RCLLG	Council: Gaasch Alt: Hawkinson	Council: Gaasch Alt: Hawkinson
RC GIS Users Group	Staff: Bownik Staff Alt: Butkowski	Staff: Bownik Staff Alt: Butkowski
RCWD	Bonestroo Alt: Butkowski	Stantec Alt: Butkowski
SRA	Butkowski	Butkowski

	Alt: Bownik	Alt: Bownik
U of M Neighbors Group	Council: Hawkinson Staff: Butkowski	Council: Hawkinson Staff: Butkowski
Zoning Administrator	Staff: Bownik	Staff: Bownik
City Engineer	Bonestroo	Stantec
City Civil Attorney	Kennedy & Graven	Kennedy & Graven
City Pros. Attorney	Anderson, Helgen	Hughes & Costello

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

Committees & Commissions

Acting Mayor: The City Council decides during the first meeting of the year who will act as the mayor pro tem in the mayor's absence. Generally, the acting mayor is also the back up check signer but this is not a requirement.

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

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

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

Mississippi Water Management Organization (MWMO): The City is one member of a joint powers board that manages and monitors the storm water quality in the Middle Mississippi Watershed area. The MWMO covers the southwest part of the city (south of Larpentour Avenue and west of Eustis Street). The group generally meets quarterly on Thursday afternoons at various locations within the MWMO area.

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

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

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

Ramsey County League of Local Governments (RCLLG): Ramsey County cities, school districts, and special districts meet monthly to network and learn through common issues. Meetings are held in the evening on the third Thursday of the month at alternating locations in Ramsey County. Each meeting is organized around a topic or trainer.

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

Rice Creek Watershed District (RCWD): The RCWD covers Lauderdale north of Larpenteur Avenue. Ramsey County board of commissioners appoints the Rice Creek Watershed District Board. The RCWD monitors water quality and storm water runoff within the Rice Creek Watershed. The RCWD also adopts rules and regulations regarding the control and treatment of storm water. The appointee would represent the City should a need arise.

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

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date: January 10, 2012

ITEM NUMBER 2012 Fee Schedule Res.

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION :

Staff has no recommendation for changes for 2012 outside of the bullet point listed. The proposed change is:

- Mileage reimbursement rate of \$.555 per mile (up from \$.51).

OPTIONS:

1. Adopt Resolution 011012C - A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2012.
2. Do not approve or amend the fee schedule (and provide staff direction.)

STAFF RECOMMENDATION:

Motion to adopt Resolution 011012C - A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2012 as presented.

COUNCIL ACTION:

RESOLUTION 011012C

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

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

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

WHEREAS, the City may also charge for administrative activities and fines. Reasonable charges were included in the 2012 Fee Schedule.

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

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Lauderdale, Minnesota, hereby adopts the 2012 Fee Schedule as attached.

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

ss

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, January 10, 2012, as the same appears in the minutes of said meeting on file and of record in City Offices.

ADOPTED by the City Council of Lauderdale this 10th day of January, 2012.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski
City Administrator

CITY OF LAUDERDALE

2012 License and Permit Fees and Administrative Fees and Fines

Schedule of License Fees

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

Schedule of Administrative Fees

<i>Community Room</i>	
Resident.....	\$50.00/6 hour block.....\$75.00 All Day...\$100 refundable deposit
Non-Resident & for-profit rentals.....	\$100.00/6 hour block.....\$150.00 All Day...\$100 refundable deposit
Set-up fee.....	\$50.00
Clean up fee.....	\$50.00
Employee Time to Search, Retrieve, and Copy Data Practices Requests.....	\$40.00/hour
Specialized Data Practices Requests Filled by Non-Staff	hourly rate/researcher
Copies.....	\$0.25/page
Faxes.....	\$0.50/page
Special Meeting Fee	\$100.00
Copy of Public Meeting Videotape.....	\$50.00
Filing of Affidavit for Office.....	\$2.00
NSF Check Return.....	\$25.00
Non-Resident Notary Public Service.....	\$1.00
Assessment Search.....	\$20.00/Address
Replacement Recycling Container.....	\$12.00
False Fire Alarms.....	Cost plus \$25.00 adm. fee
False Security Alarm – 1 st	\$85.00 plus \$25.00 adm. fee
False Security Alarm – 2 nd +.....	\$90.00 plus \$25.00 adm. fee
Fire Prevention Inspection.....	Cost plus \$25.00 adm. fee
Certify delinquent bills to county.....	\$25.00 adm. fee + 8% interest
T-Shirts.....	\$2.00 - \$5.00
Polo Shirts.....	\$8.00
Lauderdale History Book.....	\$25.00 (\$23.34 + \$1.66 tax)
Historical Video.....	\$8.00 (\$7.47 + \$.53 tax)
Mileage Reimbursement.....	\$.555 per mile
Sales Tax: Sale of Goods.....	7.125%
Sales Tax: City Purchases.....	6.875%

Schedule of Zoning and Permit Fees

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

Schedule of Administrative Fines

Rental housing license violation..... up to \$1,000.00 per day

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

Fees for Unspecified Requests

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

ATTEST: _____
 Heather Butkowski
 City Administrator
 Lauderdale, Minnesota

 Jeff Dains
 Mayor
 Lauderdale, Minnesota

2012 Civil Penalty Fee Schedule for Alcohol Violations

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

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date January 10, 2012

ITEM NUMBER Plowing Back Up

STAFF INITIAL AS

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Joe plans to take some time off this winter. Last year the Council hired his son Kyle to plow in his place if needed. Generally speaking, public works staff plow the alleys after hours if there is a significant snowfall (greater than 2 inches). Dave will be on-call while Joe is gone and he has a 45-minute response window.

Other options the Council considered last year were to have Dave plow by himself, to the extent he was able, or hire a snow removal contractor. The Council still has these options available. There may not be a significant or weekend snowfall while Joe is gone, so this may be a lot of effort for nothing, but better to be safe than sorry. Anyone employed or contracted would be so with the understanding there is no "on-call" pay. They only will be paid if they are called in to work.

Union Contract:

The union contract allows the City to contract with an outside service provider at any time.

OPTIONS:

Discuss the options and let staff know which direction you would like to go so we can get everything in place for final approval at the next meeting. If you would like to hire Kyle Hughes again, the following motion should be made.

STAFF RECOMMENDATION:

Motion to hire Kyle Hughes as a temporary, seasonal snow plower from January 22 to February 17, 2011 at the rate of \$16.00 an hour.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date January 10, 2012

ITEM NUMBER Eustis Street

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

It is amazing how different this winter has been than last. At this point, snow will not be an issue even if we get a few good storms; the days are getting longer and the sun stronger. During my leave, Kevin began mapping out whether residents on Eustis Street accessed their properties through the alleys or from the street. We want to finalize that and present to the Council in the near future. I think it will help with coming up with a parking plan for snowy years. I also need to touch base with the County as Dave reminded me that the County won't allow city staff to install signage.

I will answer any questions you have at the meeting.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION: