

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, FEBRUARY 28, 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 February 14, 2012, City Council Meeting
    - c. Claims Totaling \$27,851.16
  4. **CONSENT**
    - a. 2012 Rental Housing and Business Licenses
    - b. January Finances
    - c. Hamline Autobody Conditional Use Permit – Resolution 022812A
    - d. Tile Flooring Maintenance and Agreement
  5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
  6. **INFORMATIONAL PRESENTATIONS / REPORTS**
    - a. Annual Police Report – Chief John Ohl
  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. Stantec Quote for Eustis Street Sewer Lining Project
    - b. Post Audit Fund Balance – Resolution 022812B
    - c. Election Redistricting – Resolution 022812C
  9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
  10. **ADDITIONAL ITEMS**
  11. **SET AGENDA FOR NEXT MEETING**
    - a. Personnel Policy Revisions
    - b. Legislative Updates by State Senator John Marty and State Representative Mindy Greiling – April 28

- c. Emergency Management Round Table – May 22

**12. WORK SESSION**

- a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

- b. Municipal Liquor Store Discussion

**13. CLOSED SESSION**

- a. Union Negotiations

**14. ADJOURNMENT**

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

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January 14, 2012

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

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

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator.

Mayor Dains asked for changes to the meeting agenda. Butkowski added a replacement refrigerator for City Hall to the agenda. **Councilor Gaasch moved to approve the agenda as amended. Councilor Hawkinson seconded the motion and it passed unanimously.**

**Councilor Hawkinson moved to approve the January 24, 2012, City Council meeting minutes. Councilor Gaasch seconded the motion and it passed unanimously.**

**Councilor Gaasch moved approval of the claims totaling \$90,531.13. Councilor Hawkinson seconded the motion and it passed unanimously.**

**Councilor Hawkinson moved the consent agenda approving 2012 rental housing, business, and garbage hauler's licenses, purchase of a replacement computer for the city administrator, and acknowledging the December finance report, and the fourth quarter/year end investment report. Councilor Gaasch seconded the motion and it passed unanimously.**

Bownik summarized Hamline Autobody's conditional use permit (CUP) application requesting vehicle sales be an allowed use. They need the approval to receive a dealer's license. They don't intend to sell vehicles onsite but need a dealer's license to buy cars at auction to repair and resell at auction.

**The Mayor opened the public hearing regarding the CUP application at 7:42 p.m. No one present wished to address the Council. The public hearing closed at 7:43 p.m.**

The Council expressed strong support for Hamline Autobody's business and their CUP application.

**Councilor Gaasch moved approval of the conditional use permit for Hamline Autobody as presented. Councilor Hawkinson seconded the motion and it passed unanimously.**

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Butkowski presented the Council with options for amending the personnel policy to reflect the changes for maternity leave discussed at the last meeting. She also suggested allowing staff to use sick time during paternity leave. The Council indicated they would like to provide six weeks paid maternity leave with the option for an additional six weeks of unpaid leave.

The Council also clarified they want to be an at-will versus just cause employer. Staff will remove the just cause language in the policy and replace it with at-will language that states the City will also abide by provisions in the personnel policy and union contract. Staff will bring the updated policy to a future meeting.

The refrigerator at City Hall no longer works. Butkowski asked for Council permission to replace it.

**Councilor Hawkinson authorized staff to purchase the best available refrigerator at the best price. Councilor Gaasch seconded the motion and it passed unanimously.**

Butkowski reviewed the preliminary agenda for the next meeting, which included the annual police report by Chief Ohl and legislative updates from Representative Mindy Greiling and Senator John Marty.

The Mayor requested the update from Greiling and Marty be postponed as he will not be at the next meeting.

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.

The liquor store committee updated the Mayor on items discussed at their last meeting. This included a discussion of whether to have Paul Bilotta or city staff contact property owners along Larpenteur Avenue about their long-term plans. The Council felt Bilotta should contact the property owners.

The Council moved into closed session to discuss the union's 2012-2013 contract proposal.

The Council came out of closed session. They postponed the discussion until the next meeting as only two council members were present.

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**There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Gaasch seconded the motion and it carried. The meeting adjourned at 9:01 p.m.**

Respectfully submitted,



Heather Butkowski  
City Administrator

**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**February 28, 2012 City Council Meeting**

<u>Payroll</u>	
02/17/12 Payroll: Direct Deposit # 501326-501334	\$8,025.47
02/17/12 Payroll: Payroll Liabilities, e-payments #638E-641E	\$6,893.44
<u>Vendor Claims</u>	
02/28/12 Claims: Check #'s 21112-21127	\$12,932.25
<b>SUBTOTAL</b>	<b>\$27,851.16</b>

<b>Total Claims for Approval</b>	<b>\$27,851.16</b>
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**\*Claim Register©**

021712pyroll

FEBRUARY 2012

Claim Type	Direct					
Claim# 2519	NORTH STAR BANK, CHECKING S	Ck# 000638E	2/15/2012			
Cash Payment	G 101-21701 FEDERAL TAXES		2/17/12 Payroll			\$1,107.32
	Invoice					
Cash Payment	G 101-21703 FICA WITHHOLDING.		2/17/12 Payroll			\$1,721.21
	Invoice					
Transaction Date	2/15/2012	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$2,828.53
Claim# 2520	ICMA RETIREMENT TRUST - 457	Ck# 000639E	2/15/2012			
Cash Payment	G 101-21705 ICMA RETIREMENT		02/17/2012 Payroll			\$1,415.52
	Invoice					
Transaction Date	2/15/2012	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,415.52
Claim# 2521	PERA	Ck# 000640E	2/15/2012			
Cash Payment	G 101-21704 PERA		02/17/2012 Payroll			\$1,524.31
	Invoice					
Transaction Date	2/15/2012	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,524.31
Claim# 2522	MN DEPARTMENT OF REVENUE	Ck# 000641E	2/15/2012			
Cash Payment	G 101-21702 STATE WITHHOLDING		02/12 State Withholding			\$1,125.08
	Invoice					
Transaction Date	2/15/2012	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,125.08
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$6,893.44</b>

Pre-Written Check	\$6,893.44
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$6,893.44</b>

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**\*Check Detail Register©**

FEBRUARY 2012

Check Amt Invoice Comment

**10100 NORTH STAR CHECKING**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>10100 NORTH STAR CHECKING</b>					
Paid Chk# 021112	2/28/2012	AFSCME			
G 101-21709		UNION DUES	\$109.18		02/12 Union Dues
		<b>Total AFSCME</b>	<b>\$109.18</b>		
<b>Paid Chk# 021113 2/28/2012 CITY OF ST PAUL</b>					
E 101-43000-380		STREET LIGHT UTILITY	\$15.36		July-Dec. '11 Fulham/Hoyt street light
		<b>Total CITY OF ST PAUL</b>	<b>\$15.36</b>		
<b>Paid Chk# 021114 2/28/2012 EUREKA RECYCLING</b>					
E 203-50000-389		RECYCLING CONTRACTOR	\$1,986.93		2/12 Recycling Services
		<b>Total EUREKA RECYCLING</b>	<b>\$1,986.93</b>		
<b>Paid Chk# 021115 2/28/2012 INTEGRA</b>					
E 101-41200-391		TELEPHONE/PAGERS	\$44.84		1/12 Fax Line
		<b>Total INTEGRA</b>	<b>\$44.84</b>		
<b>Paid Chk# 021116 2/28/2012 KENNEDY &amp; GRAVEN</b>					
E 101-41500-355		MISC PRINTING/PROCESS SER	\$43.74		1/12 Legal Services Processing
E 101-41500-305		LEGAL FEES - CIVIL	\$968.00		1/12 Legal Services
		<b>Total KENNEDY &amp; GRAVEN</b>	<b>\$1,011.74</b>		
<b>Paid Chk# 021117 2/28/2012 KONICA MINOLTA</b>					
E 101-41200-401		COPIER CONTRACT	\$225.40		03/12 Copier Contract
		<b>Total KONICA MINOLTA</b>	<b>\$225.40</b>		
<b>Paid Chk# 021118 2/28/2012 MAMA</b>					
E 101-41200-308		TRAINING\CONFERENCES	\$20.00		2/12 Luncheon Meeting
		<b>Total MAMA</b>	<b>\$20.00</b>		
<b>Paid Chk# 021119 2/28/2012 NORTH SUBURBAN ACCESS CORP</b>					
E 202-49500-327		OTHER SERV- SEWER/NPDES I	\$709.29		4Q11 - Webstreaming/Programming
		<b>Total NORTH SUBURBAN ACCESS CORP</b>	<b>\$709.29</b>		
<b>Paid Chk# 021120 2/28/2012 NORTH SUBURBAN COMMUNICATIONS</b>					
E 202-49500-329		CABLE FRANCHISE FEE	\$4,636.07		2012 Contributions
		<b>tal NORTH SUBURBAN COMMUNICATIONS</b>	<b>\$4,636.07</b>		
<b>Paid Chk# 021121 2/28/2012 POSTMASTER - STAMPS</b>					
E 101-41200-203		POSTAGE	\$90.00		3 rolls of stamps
E 101-43400-203		POSTAGE	\$45.00		3 rolls of stamps
		<b>Total POSTMASTER - STAMPS</b>	<b>\$135.00</b>		
<b>Paid Chk# 021122 2/28/2012 PUBLIC EMPLOYEES INS PROGRAM</b>					
G 101-21706		HEALTH INSURANCE	\$2,357.02		3/12 Health Benefits
		<b>Total PUBLIC EMPLOYEES INS PROGRAM</b>	<b>\$2,357.02</b>		
<b>Paid Chk# 021123 2/28/2012 SOFTWARE HARDWARE INTEGRATION</b>					
E 101-41200-538		COMPUTER SOFTWARE & EQU	\$344.14		Office Pro Plus 2010 - DC



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FEBRUARY 2012

			Check Amt	Invoice	Comment
<b>Total SOFTWARE HARDWARE INTEGRATION</b>			<b>\$344.14</b>		
<hr/>					
Paid Chk#	021124	2/28/2012	<b>SPRINT PCS</b>		
E 602-49100-391	TELEPHONE/PAGERS		\$18.21		1/12 PW Cell Phones
E 601-49000-391	TELEPHONE/PAGERS		\$18.22		1/12 PW Cell Phones
E 101-43000-391	TELEPHONE/PAGERS		\$36.43		1/12 PW Cell Phones
<b>Total SPRINT PCS</b>			<b>\$72.86</b>		
<hr/>					
Paid Chk#	021125	2/28/2012	<b>WARNERS STELLIAN</b>		
E 101-41200-202	PERMENANT SUPPLIES		\$598.82		Refrigerator for City Hall
<b>Total WARNERS STELLIAN</b>			<b>\$598.82</b>		
<hr/>					
Paid Chk#	021126	2/28/2012	<b>WASTE MANAGEMENT</b>		
E 101-43000-384	REFUSE DISPOSAL		\$145.81		March/April/May Refuse Disposal - City Hall
<b>Total WASTE MANAGEMENT</b>			<b>\$145.81</b>		
<hr/>					
Paid Chk#	021127	2/28/2012	<b>XCEL ENERGY, PARK &amp; GARAGE</b>		
E 101-45200-383	GAS UTILITIES		\$109.90		1/12 PW & Warming House Utilities
E 101-43000-383	GAS UTILITIES		\$109.89		1/12 PW & Warming House Utilities
E 101-45200-381	ELECTRIC		\$150.00		1/12 PW & Warming House Utilities
E 101-43000-381	ELECTRIC		\$150.00		1/12 PW & Warming House Utilities
<b>Total XCEL ENERGY, PARK &amp; GARAGE</b>			<b>\$519.79</b>		
<b>10100 NORTH STAR CHECKING</b>			<b>\$12,932.25</b>		

**Fund Summary**

<b>10100 NORTH STAR CHECKING</b>	
101 GENERAL	\$5,563.53
202 COMMUNICATIONS	\$5,345.36
203 RECYCLING	\$1,986.93
601 SEWER UTILITIES	\$18.22
602 STORM SEWER ENTERPRISE FUND	\$18.21
	<hr/>
	\$12,932.25

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent                      X    
Public Hearing                   
Discussion                       
Action                            
Resolution                       
Work Session                 

Meeting Date    February 28, 2012

ITEM NUMBER:    2012 Rental &  
Business Licenses

STAFF INITIAL:    KK

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

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

1695 Malvern—Rental Housing  
1772 Pleasant - Rental Housing  
1707 Carl - Rental Housing  
2375-77 Roselawn—Rental Housing  
1904 Walnut—Rental Housing

**OPTIONS:**

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

**STAFF RECOMMENDATION:**

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

**COUNCIL ACTION:**

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                    
Work Session              

Meeting Date            February 28, 2012

ITEM NUMBER            January Finances

STAFF INITIAL            AB

APPROVED BY ADMINISTRATOR

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

Every month I provide the Council with an updated copy of the city's finances. Following are the numbers for January (including 2011 audit entries).

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's finances for January 2012.

**COUNCIL ACTION:**

**GENERAL FUND REVENUE**

	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>As of Jan 31</b>	<b>Adopted</b>
<b>CITY LEVIED TAXES</b>					
31010 Current Ad Valorem	425,397	411,088	470,047	(0)	496,993
31020 Delinquent Ad Valorem	3,534	1,841	-	(36)	-
31040 Fiscal Disparities	101,843	109,600	110,683	(0)	101,159
<b>SUB TOTAL PROPERTY TAXES</b>	<b>530,775</b>	<b>522,528</b>	<b>580,730</b>	<b>(37)</b>	<b>598,152</b>
<b>STATE AIDE</b>					
33401 Local Government Aide	557,218	516,153	519,747	-	516,153
33405 PERA Rate Increase Aide	1,198	1,198	1,198	-	1,198
33406 Market Value Home Credit	28,839	101	(31,811)	-	-
<b>TOTAL STATE AIDE</b>	<b>587,255</b>	<b>517,452</b>	<b>489,134</b>	<b>-</b>	<b>517,351</b>
<b>LICENSES AND FEES</b>					
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	1,350	1,000
32140 HVAC Licenses	890	1,453	600	100	600
32150 Tree Company License	140	700	300	150	300
32180 Rental License Fee	3,366	4,091	3,000	60	3,000
32240 Animal Licenses	290	390	250	-	250
34101 City Hall/Park Rental	3,945	4,955	2,500	700	4,000
43103 Administrative Fee	83	-	200	-	-
34105 Sale of Publications	-	-	-	-	-
34109 Copies	61	51	50	-	50
34114 Advertising sales	-	50	-	-	-
34115 Miscellaneous Revenue	-	-	-	-	-
<b>TOTAL LICENSES AND FEES</b>	<b>10,295</b>	<b>13,715</b>	<b>8,200</b>	<b>2,360</b>	<b>9,750</b>
<b>REVENUE OTHER</b>					
36100 Special Assessments	9,677	20,918	-	-	-
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	2,182	1,485	-	36	-
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	-	-	-	-	-
36211 Investment Interest	11,018	6,492	7,000	247	6,000
36230 Donations	-	3,000	-	-	-
36231 Dog Park Donations	50	10	-	-	-
36240 State Surcharge - Construction Permits	539	336	250	20	300
36250 Refunds and Reimbursements	3,511	1,140	-	-	-
36252 LMCIT Insurance Dividend	2,905	3,015	-	-	-
36255 Miscellaneous	-	-	-	-	-
39101 Sales Fixed Assets	1	-	-	-	-
<b>TOTAL OTHER REVENUE</b>	<b>29,882</b>	<b>36,396</b>	<b>7,250</b>	<b>303</b>	<b>6,300</b>
<b>PUBLIC SAFETY</b>	<b>40,547</b>	<b>41,330</b>	<b>34,500</b>	<b>-</b>	<b>38,500</b>
<b>PLANNING &amp; INSPECTIONS</b>	<b>20,487</b>	<b>13,674</b>	<b>10,600</b>	<b>395</b>	<b>8,200</b>

**GENERAL FUND REVENUE**

	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 As of Jan 31</b>	<b>2012 Adopted</b>
<b>TRANSFERS FROM OTHER FUNDS</b>	-	-	-	-	-
<b>TOTAL GENERAL FUND REVENUE</b>	<b>1,219,241</b>	<b>1,145,095</b>	<b>1,130,414</b>	<b>3,021</b>	<b>1,178,253</b>
<b>GENERAL FUND EXPENDITURES</b>					
Legislative	22,634	24,481	26,193	1,151	27,563
Administrative	168,728	144,697	157,366	10,889	163,030
Audit, Elections, and Legal Services	6,234	46,958	48,857	513	52,873
Public Safety					
Police	582,567	585,398	605,287	49,672	613,695
Fire	35,529	29,232	32,500	16,484	35,500
Prosecution	11,545	-	-	-	-
Public Works	92,877	86,632	105,044	2,797	101,724
Planning & Inspections	22,568	46,241	56,322	2,519	52,620
Parks and Recreation	71,716	63,978	64,845	5,506	65,248
Development	1,235	1,648	14,000	-	26,000
<b>EXPENDITURES BEFORE TRANSFERS</b>	<b>1,015,633</b>	<b>1,029,264</b>	<b>1,110,414</b>	<b>89,531</b>	<b>1,138,253</b>
Contingency	-	-	20,000	-	20,000
Transfers Out	31,000	112,594	-	-	20,000
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>1,046,633</b>	<b>1,141,858</b>	<b>1,130,414</b>	<b>89,531</b>	<b>1,178,253</b>

<u>LEGISLATIVE (41100)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Jan 31	Adopted
<b>EXPENDITURES</b>						
<b>Personnel</b>						
103	Part-time employees	13,200	13,200	13,200	1,100	13,200
122	FICA	1,010	1,010	1,010	84	1,010
151	Workers Comp	59	118	103	-	103
	<b>Subtotal Personnel</b>	<b>14,269</b>	<b>14,328</b>	<b>14,313</b>	<b>1,184</b>	<b>14,313</b>
<b>General Operations</b>						
201	General Supplies	-	39	-	-	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	84	-	-	-	-
305	Legal Fees	-	500	-	-	-
308	Training and Conferences	-	930	2,000	-	3,000
331	Travel	24	72	130	-	500
352	Public Notices	292	391	700	(158)	700
361	General Liability	5,228	5,331	6,000	-	6,000
438	Dues and Subscriptions	2,671	2,695	2,800	125	2,800
439	Special Events	-	-	-	-	-
440	Meeting Expenses	66	196	250	-	250
442	Miscellaneous Expenses	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>8,365</b>	<b>10,153</b>	<b>11,880</b>	<b>(33)</b>	<b>13,250</b>
<b>Capital Equipment</b>						
530	Furniture and Equipment	-	-	-	-	-
538	Computer software and Equipment	-	-	-	-	-
	<b>Subtotal Capital Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL LEGISLATIVE EXPENSES</b>	<b>22,634</b>	<b>24,481</b>	<b>26,193</b>	<b>1,151</b>	<b>27,563</b>

<b>ADMINISTRATION &amp; FINANCE (41200)</b>		<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>As of Jan 31</b>	<b>Adopted</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	102,536	90,954	93,081	5,282	99,551
104	Temp. employees	-	-	-	-	-
121	PERA	6,836	6,470	6,748	383	7,217
122	FICA	8,004	7,297	7,121	421	7,616
131	Benefits (health, dental, etc)	9,272	10,116	11,340	917	12,150
142	Unemployment Benefits	-	55	-	-	-
151	Workers Compensation	559	965	726	-	796
	<b>Subtotal Personnel</b>	<b>127,206</b>	<b>115,857</b>	<b>119,016</b>	<b>7,003</b>	<b>127,330</b>
<b>General Operations</b>						
201	General Supplies	1,731	1,899	2,200	379	1,500
203	Postage	1,817	2,626	4,000	450	3,500
208	Water cooler water	303	277	450	-	400
301	Auditing	12,904	-	-	-	-
305	Legal contract - Civil	3,567	-	-	-	-
306	Consulting fees (IT Support)	5,440	5,440	5,500	399	6,000
307	Computer Services (Banyon)	1,560	1,561	1,600	-	1,600
308	Training and conferences	1,004	772	2,000	425	2,000
309	Newspaper - Roseville Review	-	-	-	-	-
327	Other Services	-	-	-	19	400
331	Travel Expenses	929	765	1,200	-	1,000
352	Public information and notices	726	662	1,500	-	1,000
353	Newsletter Printing	2,469	2,438	4,000	-	3,000
354	Phonebook Printing	-	-	-	-	-
355	Miscellaneous printing & process	285	1,000	1,200	25	500
361	General liability	4,652	4,955	5,300	-	5,500
391	Telephones/Fax (City Hall)	1,769	1,666	2,000	95	2,000
401	Copier	379	1,349	2,800	211	3,000
404	Computer Repair/Maintenance	-	-	-	-	-
409	Other equipment repair	-	-	-	-	-
438	Dues and Subscriptions	1,474	2,491	3,000	1,833	2,600
440	Meeting Expenses	85	159	100	-	200
442	Miscellaneous expenses	78	779	500	50	500
	<b>Subtotal General Operations</b>	<b>41,172</b>	<b>28,840</b>	<b>37,350</b>	<b>3,886</b>	<b>34,700</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	351	-	1,000	-	1,000
	<b>Subtotal Capital</b>	<b>351</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>
	<b>TOTAL EXPENSES</b>	<b>168,728</b>	<b>144,697</b>	<b>157,366</b>	<b>10,889</b>	<b>163,030</b>

<b>AUDITING, ELECTIONS, AND LEGAL SERVICES (41500)</b>		<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>As of Jan 31</b>	<b>Adopted</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	3,724	12,440	6,952	385	9,899
104	Temp. employees	968	2,242	-	-	2,500
121	PERA	239	869	504	28	535
122	FICA	296	974	532	30	565
131	Benefits (health, dental, etc)	198	1,486	840	70	900
151	Workers Compensation	35	105	54	-	74
	<b>Subtotal Personnel</b>	<b>5,461</b>	<b>18,116</b>	<b>8,882</b>	<b>513</b>	<b>14,473</b>
<b>General Operations</b>						
201	General Supplies	-	512	-	-	300
300	Legal Services - Prosecution	-	10,032	12,000	-	12,000
301	Auditing	-	12,880	14,000	-	14,000
305	Legal Services - Civil	-	4,581	12,000	-	10,000
327	Other Services	586	432	800	-	700
331	Travel Expenses	-	-	75	-	-
352	Public information & Notices	96	-	100	-	500
355	Miscellaneous Fees	-	406	1,000	-	700
409	Other equipment and repair	-	-	-	-	-
440	Meeting expenses	91	-	-	-	200
442	Miscellaneous expenses	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>774</b>	<b>28,842</b>	<b>39,975</b>	<b>-</b>	<b>38,400</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>6,234</b>	<b>46,958</b>	<b>48,857</b>	<b>513</b>	<b>52,873</b>



<b>PUBLIC SAFETY (42100)</b>		<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>As of Jan 31</b>	<b>Adopted</b>
<b>REVENUE</b>						
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	-	37,000
	<b>TOTAL REVENUE</b>	<b>40,547</b>	<b>41,330</b>	<b>34,500</b>	<b>-</b>	<b>38,500</b>
<b>EXPENDITURES</b>						
<b>General Operations</b>						
305	Legal Fees - Prosecution	10,152	-	-	-	-
355	Miscellaneous fees - Printing	1,392	-	-	-	-
	<b>Subtotal Prosecution</b>	<b>11,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
318	911 Dispatch	-	-	9,620	-	12,126
319	Police Contract	578,250	578,595	590,167	49,672	596,069
360	General Liability	-	-	5,000	-	5,000
391	Telephone/Pager	-	-	-	-	-
442	Miscellaneous Exp.	4,317	6,803	500	-	500
	<b>Subtotal Police</b>	<b>582,567</b>	<b>585,398</b>	<b>605,287</b>	<b>49,672</b>	<b>613,695</b>
320	Fire Contract	18,630	17,826	18,000	16,484	18,000
321	Fire Calls	16,475	11,186	13,000	-	16,000
322	False Fire Alarms	424	219	500	-	500
323	Fire Inspections	-	-	1,000	-	1,000
	<b>Subtotal Fire</b>	<b>35,529</b>	<b>29,232</b>	<b>32,500</b>	<b>16,484</b>	<b>35,500</b>
	<b>TOTAL EXPENSES</b>	<b>629,641</b>	<b>614,630</b>	<b>637,787</b>	<b>66,156</b>	<b>649,195</b>

<b>PUBLIC WORKS (43000)</b>		<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>As of Jan 31</b>	<b>Adopted</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	44,294	31,244	27,248	1,712	28,066
102	Overtime/On-Call	2,191	3,030	3,000	147	3,000
121	PERA	3,004	2,573	2,193	135	2,252
122	FICA	3,516	2,920	2,314	153	2,377
131	Benefits (health, dental, etc)	4,702	4,162	4,200	348	4,500
151	Workers Compensation	2,097	3,549	2,526	-	1,429
	<b>Subtotal Personnel</b>	<b>59,804</b>	<b>47,477</b>	<b>41,481</b>	<b>2,495</b>	<b>41,624</b>
<b>General Operations</b>						
202	Permanent Supplies	-	305	-	-	500
212	Motor Fuels	1,587	2,500	2,200	-	3,000
213	Lubricants and other fluids	-	-	-	-	-
225	Landscaping Materials	15	-	963	-	-
226	Signs	-	-	-	-	-
227	Tools and Equipment	-	-	-	-	-
228	Miscellaneous Repairs & Supplies	1,008	457	1,500	125	2,000
304	Engineering Contract	-	337	3,000	-	1,000
308	Training and conferences	165	165	400	-	400
313	Snow and Ice Removal Contact	5,207	11,268	15,000	-	15,000
314	Street Sweeping Contract	5,062	5,026	6,000	-	6,000
317	Tree Service	3,214	3,642	10,000	-	10,000
324	Alley Repair	-	-	1,000	-	1,000
327	Other Services/ Floor Maintenance	356	328	3,000	-	1,500
328	Street Repair	-	-	500	-	-
380	Electricity - Street Lighting	6,168	5,896	6,400	-	6,400
381	Electricity	2,457	3,067	3,400	-	3,200
382	Water	69	63	100	(15)	100
383	Gas Utilities	3,075	2,674	4,000	-	3,500
384	Refuse Disposal	1,189	1,481	1,600	160	3,000
391	Telephone/Pagers	534	488	500	-	500
402	Truck repair and Maintenance	2,968	1,363	3,800	32	3,000
426	Machinery rental	-	-	-	-	-
442	Miscellaneous	-	96	200	-	-
	<b>Subtotal General Operations</b>	<b>33,073</b>	<b>39,154</b>	<b>63,563</b>	<b>302</b>	<b>60,100</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
538	Land	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>92,877</b>	<b>86,632</b>	<b>105,044</b>	<b>2,797</b>	<b>101,724</b>

		2009	2010	2011	2012	2012
<u>PLANNING &amp; INSPECTIONS (43400)</u>		Actual	Actual	Actual	As of Jan 31	Adopted
<b>REVENUE</b>						
	Other					
32210	Building Permits	11,688	9,163	7,000	-	5,000
32211	Zoning Permit Applications	1,210	700	200	200	500
32225	Plan Review	4,692	1,488	2,000	-	1,000
32230	Plumbing Permits	1,236	1,248	600	96	700
32270	HVAC Permits	1,410	975	800	99	1,000
32280	Street Excavation	100	100	-	-	-
34110	Variance Fee	150	-	-	-	-
34112	Conditional Use Permit	-	-	-	-	-
34113	Zoning Amendment	-	-	-	-	-
	<b>TOTAL REVENUE</b>	<b>20,487</b>	<b>13,674</b>	<b>10,600</b>	<b>395</b>	<b>8,200</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	14,686	27,923	31,308	1,783	32,444
121	PERA	963	1,966	2,270	129	2,352
122	FICA	1,169	2,330	2,395	153	2,482
131	Benefits (health, dental, etc)	1,110	3,409	4,410	354	4,725
151	Workers Compensation	207	1,224	1,339	-	1,317
	<b>Subtotal Personnel</b>	<b>18,136</b>	<b>36,852</b>	<b>41,722</b>	<b>2,419</b>	<b>43,320</b>
<b>General Operations</b>						
201	General Supplies	-	-	-	-	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	173	219	500	-	300
306	Consulting Fees	452	8,015	10,000	-	5,300
308	Training and conferences	450	450	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	100	600
442	Miscellaneous expenses	-	10	-	-	200
443	Surcharge Report	419	239	500	-	400
	<b>Subtotal General Operations</b>	<b>4,432</b>	<b>9,389</b>	<b>14,600</b>	<b>100</b>	<b>9,300</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>22,568</b>	<b>46,241</b>	<b>56,322</b>	<b>2,519</b>	<b>52,620</b>

<u>PARKS AND RECREATION (45200)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	<u>As of Jan 31</u>	Adopted
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	51,253	41,317	37,855	2,169	38,932
104	Temp. employees	3,555	4,403	6,000	1,481	6,000
121	PERA	3,431	2,960	2,744	157	2,823
122	FICA	4,322	3,747	3,355	292	3,437
131	Benefits (health, dental, etc)	5,102	4,946	5,880	415	6,300
151	Workers Compensation	260	1,309	1,161	1,147	1,256
	<b>Subtotal Personnel</b>	<b>67,923</b>	<b>58,682</b>	<b>56,995</b>	<b>5,661</b>	<b>58,748</b>
<b>General Operations</b>						
201	General Supplies	127	45	200	-	300
202	Permanent Supplies	89	32	200	-	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
371	Non-Resident Reimbursment	429	1,137	1,000	-	1,300
381	Electric	439	477	700	-	500
382	Water	172	173	300	(155)	200
383	Gas Utility	801	617	1,200	-	1,000
384	Refuse	-	-	-	-	-
391	Telephones and Pagers	-	20	100	-	50
403	Mower repair	-	1,275	1,500	-	1,000
412	Warming House Repair	-	33	100	-	100
427	Porta Potty Rental	767	630	800	-	500
442	Miscellaneous	78	13	300	-	300
	<b>Subtotal General Operations</b>	<b>3,793</b>	<b>5,296</b>	<b>7,850</b>	<b>(155)</b>	<b>6,500</b>
<b>Capital Expenditures</b>						
550	Other Improvements	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>71,716</b>	<b>63,978</b>	<b>64,845</b>	<b>5,506</b>	<b>65,248</b>

<u>DEVELOPMENT (48100)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Jan 31	Adopted
<b>REVENUE</b>						
	Other	-	-	-	-	-
	<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>						
<b>General Operations</b>						
306	Consulting Fees	1,235	1,648	14,000	-	26,000
442	Miscellaneous expenses	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>1,235</b>	<b>1,648</b>	<b>14,000</b>	-	<b>26,000</b>
	<b>TOTAL EXPENSES</b>	<b>1,235</b>	<b>1,648</b>	<b>14,000</b>	-	<b>26,000</b>

<u>CONTINGENCY (45300)</u>		2009 Actual	2010 Actual	2011 Actual	2012 <u>As of Jan 31</u>	2012 Adopted
<b>REVENUE</b>						
	Other	-	-	-	-	-
	<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>						
<b>General Operations</b>						
444	CONTINGENCY FUNDS	-	-	20,000	-	20,000
710	OPERATING TRANSFERS	-	-	-	-	-
	<b>Subtotal General Operations</b>	-	-	<b>20,000</b>	-	<b>20,000</b>
	<b>TOTAL EXPENSES</b>	-	-	<b>20,000</b>	-	<b>20,000</b>

	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
<b><u>TRANSFERS OUT (45400)</u></b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b><u>As of Jan 31</u></b>	<b>Adopted</b>
<b>REVENUE</b>					
Other	-	-	-	-	-
<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>					
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	-	-	-	-	-
<b>Total Transfers</b>	<b>31,000</b>	<b>112,594</b>	-	-	<b>20,000</b>

# 2012 LAUDERDALE BUDGET

## SUMMARY OF FUNDS 201 - 602

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 As of Jan. 31	2012 Adopted
<b>Total Revenues</b>						
201 Community Events Fund	3,642	4,874	4,830	3,050	22	2,850
202 Communications Fund	22,431	22,837	20,942	20,500	(4,836)	20,300
203 Recycling Fund	41,362	41,967	41,061	41,000	34	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	1,291	43,907
401 Street Improvement Fund	14,760	10,331	5,421	6,000	153	4,500
402 General Capital Impr. Fund	4,320	2,184	1,143	1,500	19	1,000
403 Storm Water Impr. Fund	6,048	4,473	2,346	3,000	59	1,800
404 Park Improvement Fund	108,725	3,946	118,570	2,000	63	1,200
405 TIF Project Fund	162,370	165,052	180,089	139,000	103	163,000
407 Sewer Improvement Fund	11,277	81,628	5,660	5,500	142	4,000
601 Sewer Utility Fund	229,104	234,715	242,590	245,000	12,107	244,300
602 Storm Water Utility Fund	69,192	49,142	54,092	50,700	3,084	55,500
<b>Revenue Before Transfers</b>	<b>827,502</b>	<b>736,274</b>	<b>759,320</b>	<b>564,750</b>	<b>12,241</b>	<b>583,157</b>
<b>Transfers</b>		<b>291,329</b>	<b>612,594</b>	<b>-</b>	<b>68,381</b>	<b>20,000</b>
<i>Total Revenues</i>	<b>827,502</b>	<b>1,027,604</b>	<b>1,371,914</b>	<b>564,750</b>	<b>80,622</b>	<b>603,157</b>
<b>Total Expenditures</b>						
201 Community Events Fund	4,329	3,616	3,616	3,550	-	3,450
202 Communications Fund	15,374	29,277	29,277	29,669	961	30,715
203 Recycling Fund	23,391	32,079	32,079	34,275	438	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	-	-
304 2003 Impr. Debt Fund	118,608	116,350	116,350	116,205	106,953	113,130
401 Street Improvement Fund	69,213	12,189	12,189	-	-	-
402 General Capital Impr. Fund	90,000	-	-	31,000	-	35,000
403 Storm Water Impr. Fund	32,316	-	-	-	-	-
404 Park Improvement Fund	81,110	6,735	6,735	44,000	-	20,000
405 TIF Project Fund	738	747	747	-	-	1,000
407 Sewer Improvement Fund	-	-	-	-	-	-
601 Sewer Utility Fund	212,687	228,570	228,570	243,629	17,409	226,612
602 Storm Water Utility Fund	36,424	43,293	43,293	66,000	(3,341)	68,758
<b>Expenditures Before Transfers</b>	<b>956,526</b>	<b>1,074,134</b>	<b>1,074,134</b>	<b>1,095,278</b>	<b>122,420</b>	<b>533,096</b>
<b>Tranfers</b>		<b>260,329</b>	<b>500,000</b>	<b>-</b>	<b>68,381</b>	
<i>Total Expenditures</i>	<b>956,526</b>	<b>1,334,463</b>	<b>1,574,134</b>	<b>1,095,278</b>	<b>190,801</b>	<b>533,096</b>
<i>Surplus/(deficit)</i>	<b>(129,025)</b>	<b>(306,860)</b>	<b>(202,220)</b>	<b>(530,528)</b>	<b>(110,179)</b>	<b>70,061</b>



## Community Events Fund 201

DEPT. 45600	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 As of Jan. 31	2012 Adopted
<b>BEGINNING BALANCE</b>	3,486	2,800	4,058	5,638	5,638	5,138
<b>REVENUES:</b>						
34785 Fun Run / Walk	-	-	-	100	-	-
34786 Winter Event	609	396	33	-	-	-
34787 Garage Sale	-	50	-	50	-	50
34788 Day in the Park	1,683	1,904	3,219	1,500	-	1,500
34789 Music under the trees	-	448	434	400	-	400
34790 Other Events - March Dance	-	-	-	-	-	-
34791 Pop Sales	-	-	-	-	-	-
34792 T-Shirt Sales	150	330	97	100	20	100
34795 Halloween Donations	779	825	854	700	-	600
36211 Investment Interest	129	121	69	100	2	100
36230 Donations	-	30	-	-	-	-
36255 Misc.	293	769	124	100	-	100
<b>Total Revenues</b>	<b>3,642</b>	<b>4,874</b>	<b>4,830</b>	<b>3,050</b>	<b>22</b>	<b>2,850</b>
<b>EXPENDITURES:</b>						
201 General Supplies	-	5	-	-	-	-
202 Permanent Supplies	43	100	-	100	-	100
368 Fun Run / Walk	-	-	100	100	-	500
369 Music Under the Trees	535	200	600	400	-	400
370 Other Events - March Dance	-	-	-	-	-	-
373 T-Shirts	353	-	-	-	-	-
375 Winter Event	1,011	192	250	250	-	250
376 Garage Sale	34	-	-	-	-	-
377 Day in the Park	1,500	1,800	1,400	1,800	-	1,300
378 Night Out	103	119	150	150	-	150
379 Halloween Event	496	518	450	500	-	550
437 Sales Tax	-	-	-	-	-	-
430 Misc.	-	491	-	-	-	-
440 Meeting Expenses	254	191	300	250	-	200
<b>Total Expenditures</b>	<b>4,329</b>	<b>3,616</b>	<b>3,250</b>	<b>3,550</b>	<b>-</b>	<b>3,450</b>
<b>Fund Balance Gain/Loss</b>	<b>(686)</b>	<b>1,258</b>	<b>1,580</b>	<b>(500)</b>	<b>22</b>	<b>(600)</b>
39200 <b>Transfers In</b>	-	-	-	-	-	-
710 <b>Transfers Out</b>	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>2,800</b>	<b>4,058</b>	<b>5,638</b>	<b>5,138</b>	<b>5,660</b>	<b>4,538</b>

## Communications Fund 202

DEPT. 49500		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>36,667</b>	<b>43,724</b>	<b>37,284</b>	<b>33,712</b>	<b>33,712</b>	<b>24,543</b>
<b>REVENUES:</b>							
36253	Franchise Fees	21,278	21,632	20,576	20,000	(4,845)	20,000
36250	Refunds & Reimbursements		262	-	-	-	-
36211	Investment Interest	1,153	942	366	500	9	300
33600	Grants		-	-	-	-	-
<b>Total Revenues</b>		<b>22,431</b>	<b>22,837</b>	<b>20,942</b>	<b>20,500</b>	<b>(4,836)</b>	<b>20,300</b>
<b>EXPENDITURES:</b>							
101	Reg. Full Time Employees	6,230	6,307	10,678	15,360	870	16,046
121	PERA Contributions	473	426	752	1,114	63	1,163
122	FICA Contributions	593	510	869	1,175	73	1,228
131	Group Insurance	618	576	1,191	2,100	164	2,250
151	Workers Comp	-	27	86	120	-	128
<b>Personnel costs</b>		<b>7,913</b>	<b>7,846</b>	<b>13,576</b>	<b>19,869</b>	<b>1,170</b>	<b>20,815</b>
201	General Supplies	-	5	85	100	-	-
202	Permanent Supplies	-	-	-	-	-	-
307	Web Hosting	444	444	444	600	500	600
327	Other Service	1,993	3,501	2,837	2,800	(709)	3,000
329	Cable Franchise Fee	5,023	5,069	5,214	5,300	-	5,300
530	Furniture and Equipment	-	12,411	2,358	1,000	-	1,000
<b>Operating Costs</b>		<b>7,460</b>	<b>21,430</b>	<b>10,938</b>	<b>9,800</b>	<b>(209)</b>	<b>9,900</b>
<b>Total Expenditures</b>		<b>15,374</b>	<b>29,277</b>	<b>24,514</b>	<b>29,669</b>	<b>961</b>	<b>30,715</b>
<b>Fund Balance Gain/Loss</b>		<b>7,057</b>	<b>(6,440)</b>	<b>(3,572)</b>	<b>(9,169)</b>	<b>(5,797)</b>	<b>(10,415)</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>43,724</b>	<b>37,284</b>	<b>33,712</b>	<b>24,543</b>	<b>27,915</b>	<b>14,128</b>

## Recycling Fund 203

DEPT. 50000		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>60,029</b>	<b>78,000</b>	<b>87,889</b>	<b>98,106</b>	<b>98,106</b>	<b>104,831</b>
<b>REVENUES:</b>							
36100	Recycling Fee	34,698	35,215	35,113	35,000	-	35,000
36102	Penalties & Interest	71	62	35	-	-	-
33622	SCORE Grant	4,758	4,866	4,926	5,000	-	5,000
36211	Investment Interest	1,811	1,824	987	1,000	34	800
36255	Other	24	-	-	-	-	-
<b>Total Revenues</b>		<b>41,362</b>	<b>41,967</b>	<b>41,061</b>	<b>41,000</b>	<b>34</b>	<b>40,800</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	3,545	2,949	5,687	5,606	323	5,774
121	PERA Contributions	283	201	400	406	23	419
122	FICA Contributions	356	244	478	429	29	442
131	Group Insurance	362	256	625	840	63	900
151	Workers Comp	-	8	42	44	-	46
<b>Personnel costs</b>		<b>4,546</b>	<b>3,658</b>	<b>7,232</b>	<b>7,325</b>	<b>438</b>	<b>7,581</b>
202	Permanent Supplies	-	-	95	100	-	-
327	Other Service	339	339	332	350	-	350
389	Recycling Contract	18,506	28,082	23,185	26,500	-	26,500
<b>Operating Costs</b>		<b>18,845</b>	<b>28,421</b>	<b>23,611</b>	<b>26,950</b>	<b>-</b>	<b>26,850</b>
<b>Total Expenditures</b>		<b>23,391</b>	<b>32,079</b>	<b>30,843</b>	<b>34,275</b>	<b>438</b>	<b>34,431</b>
<b>Fund Balance Gain/Loss</b>		<b>17,971</b>	<b>9,889</b>	<b>10,218</b>	<b>6,725</b>	<b>(404)</b>	<b>6,369</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>78,000</b>	<b>87,889</b>	<b>98,106</b>	<b>104,831</b>	<b>97,702</b>	<b>111,200</b>

## 2003 Improvements Debt Service Fund 304

DEPT. 47400		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>478,218</b>	<b>424,444</b>	<b>367,236</b>	<b>404,217</b>	<b>404,217</b>	<b>335,512</b>
<b>REVENUES:</b>							
36102	Penalties & interest	12,852	10,458	4,535	9,000	1	6,907
36211	Investment Interest	12,784	8,690	4,484	4,000	74	3,000
36100	Special Assessments	39,197	39,995	41,906	34,500	1,216	34,000
<b>Total Revenues</b>		<b>64,834</b>	<b>59,143</b>	<b>50,924</b>	<b>47,500</b>	<b>1,291</b>	<b>43,907</b>
<b>EXPENDITURES:</b>							
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	6,953	12,330
621	File Maintenance Charges	647	645	733	800	-	800
<b>Total Expenditures</b>		<b>118,608</b>	<b>116,350</b>	<b>113,944</b>	<b>116,205</b>	<b>106,953</b>	<b>113,130</b>
<b>Fund Balance Gain/Loss</b>		<b>(53,775)</b>	<b>(57,207)</b>	<b>(63,019)</b>	<b>(68,705)</b>	<b>(105,662)</b>	<b>(69,223)</b>
39200	Transfers In	-	-	100,000	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>424,444</b>	<b>367,236</b>	<b>404,217</b>	<b>335,512</b>	<b>298,555</b>	<b>266,289</b>

## Street Improvement Fund 401

DEPT. 48401		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>454,662</b>	<b>400,208</b>	<b>398,350</b>	<b>460,068</b>	<b>460,068</b>	<b>466,068</b>
<b>REVENUES:</b>							
36211	Investment Interest	14,243	10,232	5,326	6,000	153	4,500
36200	Miscellaneous Revenue	517	99	95	-	-	-
36102	Penalties & Interest	-	-	-	-	-	-
36100	Special Assessments	-	-	-	-	-	-
<b>Total Revenue</b>		<b>14,760</b>	<b>10,331</b>	<b>5,421</b>	<b>6,000</b>	<b>153</b>	<b>4,500</b>
<b>EXPENDITURES:</b>							
328	Street Repair	49,712	4,320	-	-	-	-
	Street Reconstruction	-	-	-	-	-	-
	Streetscaping	-	-	-	-	-	-
304	Engineering	19,502	7,869	-	-	-	-
	Trees	-	-	-	-	-	-
<b>Total Expenditures</b>		<b>69,213</b>	<b>12,189</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>		<b>(54,454)</b>	<b>(1,858)</b>	<b>5,421</b>	<b>6,000</b>	<b>153</b>	<b>4,500</b>
39200	Transfers In	-	-	56,297	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>400,208</b>	<b>398,350</b>	<b>460,068</b>	<b>466,068</b>	<b>460,221</b>	<b>470,568</b>

## General Capital Improvement Fund 402

DEPT. 48000	2008	2009	2010	2011	2012	2012
	Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>	<b>168,981</b>	<b>83,301</b>	<b>85,485</b>	<b>86,628</b>	<b>86,628</b>	<b>57,128</b>
<b>REVENUES:</b>						
36211 Investment Interest	4,320	2,184	1,143	1,500	19	1,000
Depreciation	-	-	-	-	-	-
39999 Other	-	-	-	-	-	-
<b>Total Revenue</b>	<b>4,320</b>	<b>2,184</b>	<b>1,143</b>	<b>1,500</b>	<b>19</b>	<b>1,000</b>
<b>EXPENDITURES:</b>						
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	-	-
550 Other Improvements	-	-	-	-	-	-
560 Vehicle	-	-	-	-	-	-
562 Truck	-	-	-	-	-	35,000
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>31,000</b>	<b>-</b>	<b>35,000</b>
<b>Fund Balance Gain/Loss</b>	<b>4,320</b>	<b>2,184</b>	<b>1,143</b>	<b>(29,500)</b>	<b>19</b>	<b>(34,000)</b>
39200 Transfers In	-	-	-	-	-	20,000
710 Transfers Out	90,000	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>83,301</b>	<b>85,485</b>	<b>86,628</b>	<b>57,128</b>	<b>86,647</b>	<b>43,128</b>

## Storm Sewer Improvement Fund 403

DEPT. 48403	2008	2009	2010	2011	2012	2012
	Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>	<b>197,249</b>	<b>170,981</b>	<b>175,454</b>	<b>177,800</b>	<b>177,800</b>	<b>180,800</b>
<b>REVENUES:</b>						
37300 Storm Sewer Fee	-	-	-	-	-	-
36211 Investment Interest	6,048	4,473	2,346	3,000	59	1,800
39999 Other	-	-	-	-	-	-
<b>Total Revenues</b>	<b>6,048</b>	<b>4,473</b>	<b>2,346</b>	<b>3,000</b>	<b>59</b>	<b>1,800</b>
<b>EXPENDITURES:</b>						
101 Reg. FT Employees	-	-	-	-	-	-
102 On-Call Pay	-	-	-	-	-	-
121 PERA Contributions	-	-	-	-	-	-
122 FICA Contributions	-	-	-	-	-	-
131 Group Insurance	-	-	-	-	-	-
151 Workers Compensation	-	-	-	-	-	-
<b>Personnel Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
304 Engineering	11,816	-	-	-	-	-
327 Other Services	-	-	-	-	-	-
442 Misc	500	-	-	-	-	-
444 Contingency Funds	-	-	-	-	-	-
554 Storm System Repairs	-	-	-	-	-	-
<b>Operating Costs</b>	<b>12,316</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>12,316</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>	<b>(6,268)</b>	<b>4,473</b>	<b>2,346</b>	<b>3,000</b>	<b>59</b>	<b>1,800</b>
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	20,000	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>170,981</b>	<b>175,454</b>	<b>177,800</b>	<b>180,800</b>	<b>177,859</b>	<b>182,600</b>

## Park Improvement Fund 404

DEPT. 48404		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>123,844</b>	<b>151,458</b>	<b>148,669</b>	<b>187,295</b>	<b>187,295</b>	<b>145,295</b>
<b>REVENUES:</b>							
33130	Grants	-	-	60,000	-	-	-
36230	Donations	-	-	-	-	-	-
36211	Investment Interest	4,065	3,946	2,273	2,000	63	1,200
<b>Total Revenues</b>		<b>4,065</b>	<b>3,946</b>	<b>62,273</b>	<b>2,000</b>	<b>63</b>	<b>1,200</b>
<b>EXPENDITURES:</b>							
304	Engineering	17,718	382	-	-	-	-
510	Land	-	-	-	-	-	-
524	Picnic Shelter	-	-	-	-	-	-
525	Playground	-	-	79,945	34,000	-	-
526	Park Path	-	-	-	-	-	-
527	Gen. Park Improvements	63,392	6,353	-	10,000	-	20,000
528	Court Improvements	-	-	-	-	-	-
<b>Total Expenditures</b>		<b>81,110</b>	<b>6,735</b>	<b>79,945</b>	<b>44,000</b>	<b>-</b>	<b>20,000</b>
<b>Fund Balance Gain/Loss</b>		<b>(77,046)</b>	<b>(2,789)</b>	<b>(17,672)</b>	<b>(42,000)</b>	<b>63</b>	<b>(18,800)</b>
39200	<b>Transfers In</b>	<b>104,660</b>	<b>-</b>	<b>56,297</b>	<b>-</b>	<b>-</b>	<b>-</b>
710	<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>		<b>151,458</b>	<b>148,669</b>	<b>187,295</b>	<b>145,295</b>	<b>187,358</b>	<b>126,495</b>



## TIF Project Fund 405

DEPT. 48500		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>468,208</b>	<b>629,840</b>	<b>533,815</b>	<b>211,694</b>	<b>211,694</b>	<b>350,694</b>
<b>REVENUES:</b>							
36211	Investment Interest	17,471	15,800	5,074	4,000	103	2,000
31050	Tax increment	137,953	141,815	167,422	135,000	-	161,000
31051	Delinquent Tax increment	1,959	1,879	1,781	-	-	-
33406	TIF Mrkt Value Homestead Crdt	4,987	5,558	5,812	-	-	-
<b>Total Revenues</b>		<b>162,370</b>	<b>165,052</b>	<b>180,089</b>	<b>139,000</b>	<b>103</b>	<b>163,000</b>
<b>EXPENDITURES:</b>							
101	FT Employees	-	-	-	-	-	-
121	PERA Contribution	-	-	-	-	-	-
122	FICA Contribution	-	-	-	-	-	-
131	Group Insurance	-	-	-	-	-	-
133	Life Insurance	-	-	-	-	-	-
<b>Total Personnel Costs</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
304	Engineering	-	-	-	-	-	-
305	Legal Fees	-	-	-	-	-	-
327	Other Services	738	747	2,210	-	-	1,000
325	Other Imp. (Larpenteur)	-	-	-	-	-	-
<b>General Operating Costs</b>		<b>738</b>	<b>747</b>	<b>2,210</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
<b>Total Expenditures</b>		<b>738</b>	<b>747</b>	<b>2,210</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
<b>Fund Balance Gain/Loss</b>		<b>161,632</b>	<b>164,305</b>	<b>177,878</b>	<b>139,000</b>	<b>103</b>	<b>162,000</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	260,329	500,000	-	-	-
<b>Ending Fund Balance</b>		<b>629,840</b>	<b>533,815</b>	<b>211,694</b>	<b>350,694</b>	<b>211,797</b>	<b>512,694</b>

## Sewer Improvement Fund 407

DEPT. 48407		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>330,380</b>	<b>341,657</b>	<b>423,285</b>	<b>428,944</b>	<b>428,944</b>	<b>434,444</b>
<b>REVENUES:</b>							
36211	Investment Interest	11,277	9,128	5,660	5,500	142	4,000
36100	Special Assessments	-	-	-	-	-	-
37240	Sewer Connections	-	72,500	-	-	-	-
<b>Total Revenues</b>		<b>11,277</b>	<b>81,628</b>	<b>5,660</b>	<b>5,500</b>	<b>142</b>	<b>4,000</b>
<b>EXPENDITURES:</b>							
304	Engineering	-	-	-	-	-	-
544	Other	-	-	-	-	-	-
<b>Total Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>		<b>11,277</b>	<b>81,628</b>	<b>5,660</b>	<b>5,500</b>	<b>142</b>	<b>4,000</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>341,657</b>	<b>423,285</b>	<b>428,944</b>	<b>434,444</b>	<b>429,086</b>	<b>438,444</b>

## Sanitary Sewer Enterprise Fund 601

DEPT. 49000		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		<b>201,790</b>	<b>218,207</b>	<b>224,352</b>	<b>233,066</b>	<b>233,066</b>	<b>234,437</b>
<b>REVENUES:</b>							
37210	Sewer Charges	224,682	226,671	240,056	242,000	12,008	242,000
36211	Investment Interest	4,422	4,369	2,534	3,000	99	2,300
36250	Refunds/Reimbursements	-	-	-	-	-	-
37230	Penalties	-	-	-	-	-	-
36255	Miscellaneous	-	-	-	-	-	-
37240	Sewer Connections	-	3,675	-	-	-	-
39101	Sale of Assets	-	-	-	-	-	-
<b>Total Revenues</b>		<b>229,104</b>	<b>234,715</b>	<b>242,590</b>	<b>245,000</b>	<b>12,107</b>	<b>244,300</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	17,451	22,169	22,825	26,676	(4,063)	27,742
102	On-Call Pay	11,822	13,193	10,884	12,000	559	12,000
121	PERA Contributions	1,981	2,286	2,409	2,804	152	2,881
122	FICA Contributions	2,469	2,683	2,724	2,959	169	3,040
131	Group Insurance	2,536	3,577	3,946	3,906	387	4,185
151	Worker's Comp.	858	1,932	1,798	934	-	2,764
<b>Personnel Costs</b>		<b>37,117</b>	<b>45,840</b>	<b>44,586</b>	<b>49,279</b>	<b>(2,796)</b>	<b>52,612</b>
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	394	369	536	500	-	700
227	Tools & Equipment	289	-	-	300	-	300
228	Misc. Repairs/Maint/Supply	-	-	244	400	-	400
301	Auditing	1,350	1,613	1,610	1,700	-	1,700
304	Engineering	2,997	3,211	481	3,000	-	3,000
308	Training/Conferences	560	300	-	600	600	500
315	Sewer Jetting	1,444	-	1,050	1,500	-	1,500
316	Sewer Televising	11,018	-	2,083	1,000	-	1,500
327	Other Services	6,040	11,408	13,312	5,000	90	7,000
331	Travel Expenses	-	119	-	200	-	100
361	General Liability	1,520	1,539	1,666	1,700	-	1,800
382	Water	66	69	63	100	(16)	100
387	Met Council Sewer Charges	115,587	128,590	132,610	138,000	19,531	120,000
391	Telephones/Pagers	228	263	244	250	-	300
402	City Truck Repair/Maint.	-	333	160	100	-	100
425	Clothing	786	933	942	1,000	-	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	-	-
<b>Operating Costs</b>		<b>175,570</b>	<b>182,730</b>	<b>189,290</b>	<b>194,350</b>	<b>20,205</b>	<b>174,000</b>
<b>Total Expenses</b>		<b>212,687</b>	<b>228,570</b>	<b>233,876</b>	<b>243,629</b>	<b>17,409</b>	<b>226,612</b>
<b>Fund Balance Gain/Loss</b>		<b>16,417</b>	<b>6,145</b>	<b>8,714</b>	<b>1,371</b>	<b>(5,302)</b>	<b>17,688</b>
39200	<b>Transfers In</b>	-	-	-	-	-	-
710	<b>Transfers Out</b>	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>218,207</b>	<b>224,352</b>	<b>233,066</b>	<b>234,437</b>	<b>227,764</b>	<b>252,125</b>

## Storm Sewer Enterprise Fund 602

DEPT. 49100		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Jan. 31	Adopted
<b>BEGINNING BALANCE</b>		(9,196)	23,572	29,421	34,434	34,434	19,134
<b>REVENUES:</b>							
37300	Storm Sewer Fee	48,763	48,351	53,621	50,000	3,066	55,000
36211	Investment Interest	429	791	471	700	18	500
39999	Other	-	-	-	-	-	-
<b>Total Revenues</b>		<b>49,192</b>	<b>49,142</b>	<b>54,092</b>	<b>50,700</b>	<b>3,084</b>	<b>55,500</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	16,112	19,898	23,459	30,369	(4,255)	31,835
102	On-Call Pay	3,792	2,768	4,186	5,000	233	5,000
121	PERA Contributions	1,318	1,431	1,941	2,564	144	2,671
122	FICA Contributions	1,644	1,693	2,203	2,706	160	2,818
131	Group Insurance	1,737	2,220	3,203	4,284	361	4,590
151	Workers Compensation	858	1,045	1,157	777	-	2,244
<b>Personnel Costs</b>		<b>25,461</b>	<b>29,054</b>	<b>36,149</b>	<b>45,700</b>	<b>(3,357)</b>	<b>49,158</b>
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	394	340	536	500	-	700
227	Tools & Equipment	51	-	-	100	-	-
228	Misc. Repairs/Maint/Supply	-	26	-	-	-	-
301	Auditing	1,350	1,613	1,610	1,700	-	1,700
304	Engineering	-	7,281	-	9,000	-	9,000
308	Training/Conferences	-	-	70	500	-	100
314	Street Sweeping	-	-	-	-	-	-
327	Other Services	5,759	1,454	6,127	3,000	16	2,500
352	Public Information Notice	-	80	84	100	-	100
361	General Liability	1,520	1,539	1,666	1,700	-	1,700
391	Telephones/Pagers	228	263	244	300	-	300
402	City Truck Repair/Maint.	-	333	160	1,000	-	500
425	Clothing	786	933	942	900	-	1,000
438	Dues & Subscriptions (Permits)	875	375	875	500	-	1,000
442	Misc. (Public Education)	-	-	617	1,000	-	1,000
444	Contingency Funds	-	-	-	-	-	-
501	Depreciation	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
554	Storm System Repairs	-	-	-	-	-	-
<b>Operating Costs</b>		<b>10,963</b>	<b>14,238</b>	<b>12,930</b>	<b>20,300</b>	<b>16</b>	<b>19,600</b>
<b>Total Expenditures</b>		<b>36,424</b>	<b>43,293</b>	<b>49,080</b>	<b>66,000</b>	<b>(3,341)</b>	<b>68,758</b>
<b>Fund Balance Gain/Loss</b>		<b>12,768</b>	<b>5,849</b>	<b>5,013</b>	<b>(15,300)</b>	<b>6,425</b>	<b>(13,258)</b>
39200	Transfers In	20,000	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>23,572</b>	<b>29,421</b>	<b>34,434</b>	<b>19,134</b>	<b>40,859</b>	<b>5,876</b>

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u>    X    </u>	MEETING DATE <u>February 28, 2012</u>
Special <u>          </u>	ITEM NUMBER <u>Resolution of Approval for an Amended Conditional Use Permit at 2520 Broadway Drive with Findings of Fact</u>
Public Hearing <u>          </u>	STAFF INITIAL <u>Jim</u> ADMIN <u>          </u>
Report <u>          </u>	
Discussion/Action <u>          </u>	
Resolution <u>    X    </u>	
Work session <u>          </u>	

**BACKGROUND:**

At the February 14 council meeting, the City Council passed a motion approving an amended conditional use permit to allow for vehicle sales for MGH Enterprises (Hamline Auto Body) at 2520 Broadway Drive. Staff has prepared a resolution of approval with findings of fact for this meeting.

**OPTIONS:**

- 1) Adopt Resolution No. 022812A
- 2) Do not adopt Resolution No. 022812A

**STAFF RECOMMENDATION:**

By approving the consent agenda, the council adopts Resolution No. 022812A:  
**A RESOLUTION OF THE COUNCIL OF THE CITY OF LAUDERDALE AMENDING AN EXISTING  
CONDITIONAL USE PERMIT TO ALLOW FOR VEHICLE SALES ALONG WITH AN AUTO BODY SERVICE  
AND REPAIR FACILITY, AND A CAR RENTAL FACILITY AT 2520 BROADWAY DRIVE**

**COUNCIL ACTION:**

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

**CITY OF LAUDERDALE  
COUNTY OF RAMSEY  
STATE OF MINNESOTA  
RESOLUTION NO. 022812A**

**RESOLUTION OF THE COUNCIL OF THE CITY OF LAUDERDALE AMMENDING  
AN EXISTING CONDITIONAL USE PERMIT TO ALLOW FOR VEHICLE SALES  
ALONG WITH AN AUTO BODY SERVICE AND REPAIR FACILITY, AND A CAR  
RENTAL FACILITY AT 2520 BROADWAY DRIVE**

**WHEREAS**, Section 10-6-2 of the City of Lauderdale Zoning Ordinance (Conditional Uses) requires a conditional use permit for vehicle sales in the I-1 Industrial District; and

**WHEREAS**, MGH Enterprises (Hamline Auto Body) applied for a conditional use permit to allow for vehicle sales in the I-1 Industrial District; and

**WHEREAS**, MGH Enterprises (Hamline Auto Body) owns the property at 2520 Broadway Drive, which is legally described as:

**PIN: 17-29-23-32-0116  
Broadway Business Park, Lot 2, Block 1**

**WHEREAS**, notification letters went to property owners and residents adjacent within 350 feet of the subject property; and

**WHEREAS**, the Lauderdale City Council conducted a public hearing on February 14, 2012 regarding the application; and

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

- The use appears to conform to similar uses in the I-1 District. While vehicle sales is different than an auto body repair and service facility, and a car rental facility, the commonality is cars.
- If vehicles for sale are not displayed, there should be no change in harmony with adjacent properties. If vehicles for sale are displayed, this would be in harmony with adjacent Boyer Ford Trucks at 2500 Broadway Drive, which displays many vehicles for sale.
- The visual impression and environment of the site should not change significantly with the addition of vehicle sales.
- Access to this site is via a private service road from Broadway Drive to the north. Traffic congestion and noise should not increase significantly. There are a total of fifty-nine parking spaces on the site. Up to fifteen spaces are used for the rental car facility, and five are proposed to be designated for vehicle sales.

- The use appears to promote the objectives of the Zoning Ordinance and the Land Use & Tax Base section of the Comprehensive Plan by encouraging development and/or redevelopment of commercial and industrial properties for the purpose of increasing tax base.
- The use appears to comply with the performance standards of fire protection, electrical disturbance, noise, vibrations, odors, air pollution, glare, erosion, and water pollution.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Lauderdale, does hereby approve an amendment to an existing conditional use permit allowing for vehicle sales along with an auto body service and repair facility, and a car rental facility at 2520 Broadway Drive.

Dated: February 28, 2012

\_\_\_\_\_  
Mary Gaasch, Mayor Pro Tem

Attest:

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

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ upon vote being taken thereon, the following voted in favor thereof: Gaasch, Mac Lean, Grove, Hawkinson. Absent: Dains.

And the following voted against same: None

Whereupon said resolution was declared duly passed.





ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u>    X    </u>	MEETING DATE <u>February 28, 2012</u>
Special <u>          </u>	ITEM NUMBER <u>Tile Maintenance Agreement</u>
Public Hearing <u>          </u>	STAFF INITIAL <u>Jim</u>
Report <u>          </u>	APPROVED BY ADMINISTRATOR <u>                                  </u>
Discussion/Action <u>          </u>	
Resolution <u>          </u>	
Work session <u>          </u>	

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

It's maintenance time again for the tile in the social room, lobby, and hallway. It was stripped and waxed in May of last year.

The work plan this time consists of the following:

- 1) A deep scrub and recoat of the tile in the social room, lobby, and hallway.
- 2) Restroom cleaning including tile grout.

We cannot use the same company this time due to issues with their contractor status and certificate of insurance. Thus, we plan to use Vanguard Cleaning Systems. We are working with Jesse Banaszak, the Local Operations Manager. Jesse is familiar with the facility, as he is a local Scoutmaster whose Den uses the Social Room. He is honoring the prices he provided last year. The cost is \$675.

This time we have drafted an Independent Contractor Agreement as recommended by the League's Insurance Trust. The Agreement clearly spells out the relationship between the City and the Contractor.

Attached: Quote for Services; Description of Services; Contractor Agreement

**OPTIONS:**

- 1) Approve Vanguard for the tile maintenance project and the Agreement by approving the Consent Agenda.
- 2) Remove the item from the Consent Agenda for further discussion.

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the Council is approving Vanguard for the tile maintenance project and the Agreement.

**COUNCIL ACTION:**

**VANGUARD CLEANING SYSTEMS, INC.  
SPECIAL SERVICES CLEANING CONTRACT AGREEMENT**

The undersigned hereby accepts the proposal of VANGUARD CLEANING SYSTEMS, INC. to perform the selected services for our premises located at:

1891 Walnut Street  
Lauderdale, MN 55113

with the following terms:

1. On the following date(s) April 30 - May 1, 2012 VANGUARD CLEANING SYSTEMS, INC. will provide the selected services.
2. Initial the services you would like performed
  - a. Floor finish work
    - i. Full Strip and wax
      1. Community Room \$800.00 \_\_\_\_\_
      2. Entry area \$115.00 \_\_\_\_\_
      3. Kitchen \$90.00 \_\_\_\_\_
    - ii. Deep Scrub and Recoat
      1. Community Room \$500.00 X\_\_\_\_\_
      2. Entry area \$75.00 X\_\_\_\_\_
      3. Kitchen \$60.00 \_\_\_\_\_
  - b. Restroom Restoration Cleaning \$100.00 for both X\_\_\_\_\_
3. Vanguard will perform all janitorial services specified above in a satisfactory manner. In the event of non-performance by Vanguard, Consolidated Precision Products shall first give verbal notification to Vanguard so that Vanguard may attempt to correct the problem.
4. All cleaning equipment and cleaning supplies will be furnished by Vanguard.
5. Invoicing is sent after the service is satisfactorily performed and is due upon receipt.

**ACCEPTED:**

\_\_\_\_\_  
City of Lauderdale

\_\_\_\_\_  
Vanguard Cleaning Systems, Inc.

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed



### **Special Services**

Special Services are the periodical cleaning needs that are not covered in the monthly cleaning. The more common items are carpet cleaning, floor finish work, restroom restoration cleaning and applying sealants to the grout, and window cleaning of the inside or outside of exterior windows. There are many other cleaning services we have helped our clients with also.

### **Carpet Cleaning**

We vacuum the area to be cleaned. Prespray the area, applying more to traffic lanes, spots, and stains (If needed we will bonnet these areas). Our final step is the flush the carpet with a commercial extractor or truck mount system. In this step we normally use an extraction rinse agent with a soil guard protectant. The rinse leaves less detergent in the carpet to attract soil, making the carpet stay cleaner longer.

### **Floor Finish Work**

Sand, dirt, spills; even the cleaning process can attack floor finish. These coating need periodical maintenance. On full strip out we remove all the finish and detail the baseboards and corners. Then prep the area for new finish. We apply 4 coats of a premium finish that is right for your application. If the condition of the finish is not too bad we maybe able to do a deep scrub and recoat. In this process we machine scrub the surface, removing only the top coat or two of finish and apply two new coats of finish.

### **Restroom Restoration**

Even with daily cleaning of the restroom the grout get a build up of soils and mineral. In this process we machine scrub the tile and grout with a grout brush or a pressure washing system to remove this build up. We also hand scrub the baseboards, corners, and tile walls. We follow this up with a full detailed cleaning of the restroom. Partitions, sinks, counters, facets, toilets, and urinals.

**Window Cleaning** We price out our window cleaning by the pane of glass per side. Usually it is the same to do the inside as the outside. We wash the glass, squeegee dry, and clean the frames and sills

## Contract between the City of Lauderdale and Vanguard

This contract (the "Agreement") is made and entered into this 28th day of February, 2012, between the City of Lauderdale, Minnesota (the "City"), and Vanguard, (the "Contractor"), (collectively, the "Parties").

1. Scope of Services. The Contractor agrees to perform the following services: tile maintenance in the Social Room, lobby, hallway, and bathrooms at Lauderdale City Hall April 30-May 1, 2012 per the attached Special Services Cleaning Contract Agreement dated 2/28/12.
2. Compensation. The City agrees to pay the Contractor as follows: a lump sum amount of \$675.00. The City shall not withhold monies for the payment of any federal or state income taxes, social security benefits, or other taxes.
3. Term. The initial maintenance shall be performed April 30-May 1, 2012. Subsequent maintenance shall be performed at the City's request.
4. Independent Contractor Relationship. It is expressly understood that the Contractor is an "independent contractor" and not an employee of the City. The Contractor shall have control over the manner in which the services are performed under this Agreement. The Contractor shall supply, at its own expense, all materials, supplies, equipment and tools required to accomplish the work contemplated by this Agreement. The Contractor shall not be entitled to any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits.
5. Insurance Requirements.
  - A. Liability. The Contractor agrees to maintain commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. The City shall be named as an additional insured.
  - B. Automobile Liability. If the Contractor operates a motor vehicle in performing the services under this Agreement, the Contractor shall maintain automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$1,000,000, combined single limit. The City shall be named as an additional insured.
  - C. Workers' Compensation. The Contractor agrees to comply with all applicable workers' compensation laws in Minnesota.
  - D. Certificate of Insurance. The Contractor shall, prior to commencing services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect.
6. Indemnification. The Contractor agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and

expenses arising out of the Contractor's performance or failure to perform its duties under this Agreement.

7. General Provisions.

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the City.
- C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- D. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- E. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.
- F. Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- G. No Waiver by City. By entering into this agreement, the City does not waive its entitlement to any immunity under statute or common law.
- H. Termination. Either party may terminate this agreement at any time for any reason. If the contract is terminated early, the City will pay a pro rated fee for services performed to date.

IN WITNESS WHEREOF, the Parties, have caused this Agreement to be approved on the date above.

**City of Lauderdale, Minnesota**

By: \_\_\_\_\_  
Its Mayor

And: \_\_\_\_\_  
Its Clerk

**Vanguard**

By: \_\_\_\_\_  
Contractor



# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date February 28, 2012

ITEM NUMBER Eustis St. Sewer Lining

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Council has discussed the merits of making Eustis Street a city street. Conversations with the County have largely been fruitless because they won't make or pay for major improvements to the road before turning it over to the City.

While Eustis Street is a county road, the sanitary sewer system under the road belongs to the City. As you may recall, the sanitary sewer pipes between Larpenteur and Roselawn were televised a couple of months ago. They show an aging sanitary sewer system. If Eustis Street will not be completely reconstructed as the others, the Council should consider lining them. A cured in place lining project should extend their useful life by decades. Now is also the time to do it as TIF money can be used for the project.

The next step in the process is to have Stantec do an evaluation of the sewer by reviewing the tapes and reporting back what the next steps and an approximate cost based on their findings. The attached quote from Stantec explains all this in greater detail.

### OPTIONS:

### STAFF RECOMMENDATION:

Motion to approve Stantec quote for \$1,000 to review sewer footage and prepare cost estimates.

### COUNCIL ACTION:



**Stantec Consulting Services Inc.**  
2335 Highway 36 West  
St. Paul MN 55113  
Tel: (651) 636-4600  
Fax: (651) 636-1311

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**Stantec**

February 21, 2012

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

Re: Eustis Street Sanitary Sewer Televising

Dear Heather:

Thanks for taking the time to meet and review the Eustis Street sanitary sewer project expectations. This was very helpful in determining the project scope.

We recommend that the next step in the process is performing a detailed review of the sewer televising and determine a project cost estimate for the city's consideration and budgeting purposes. We will summarize our review in a report with the following information:

- Televising completeness - obstructions in the lines made access difficult in areas
- Identification of pipe issues and review of repair methods
- Estimated cast in place pipe project costs
- Discussion of project timing

We propose our report fee to be \$1000 to provide the items outlined in the scope above. If you have any questions, please feel free to contact me at 651-604-4894 or [darren.amundsen@stantec.com](mailto:darren.amundsen@stantec.com).

Sincerely,

**STANTEC**

Darren Amundsen  
Associate  
651-604-4894

cc: Paul Bilotta



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date February 28, 2012

ITEM NUMBER Fund Balance Res.

STAFF INITIAL AB

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

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

The 2011 audit has been completed. The City has "excess" funds in the general fund at year-end relative to the 2012 operating budget. This is typical; the City generally spends a little less than what is budgeted. Historically, the City Council transferred this money to capital improvement funds. This has been the primary method the City Council has used to save for future capital projects. The following resolution would split the excess balance (about \$135,982) between the park improvement and street improvement funds.

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to adopt Resolution 022812B - A Resolution Depositing the Excess Unreserved Fund Balance in Capital Improvement Funds.

**COUNCIL ACTION:**

**RESOLUTION NO. 022812B**

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

**A RESOLUTION DEPOSITING THE EXCESS  
UNRESERVED FUND BALANCE IN THE GENERAL FUND**

**WHEREAS**, the city auditor has completed the 2011 audit; and

**WHEREAS**, due to various cost savings, the City has \$135,982 in excess of the 60% of the next year's operating budget already being retained in the General Fund; and

**WHEREAS**, the City Council historically transferred funds in excess of 45% to 60% of next year's operating budget to the Park Improvement and Street Improvement Funds.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Lauderdale, that the excess unreserved fund balance at the end of 2011 be split equally between the Park Improvement and Street Improvement Funds (\$67,991).

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, February 28, 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 28<sup>th</sup> day of February, 2012.

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Jeff Dains, Mayor

ATTEST:

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Heather Butkowski, City Administrator

# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date February 28, 2012

ITEM NUMBER City Council Meeting

STAFF INITIAL KK

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

As a result of the 2010 US Census legislative boundaries were updated on February 21 to reflect the change in population. The City of Lauderdale though will not have to reestablish new political boundaries nor make any adjustments to the City's existing precinct boundaries.

### OPTIONS:

1. Reestablish existing City precinct boundaries effective August 14, 2012.

### STAFF RECOMMENDATION:

Motion to adopt Resolution 022812C. A resolution to reestablish current City precinct boundaries.

### COUNCIL ACTION:

**RESOLUTION NO. 022812C**

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

**A RESOLUTION TO REESTABLISH PRECINCT BOUNDARIES**

**WHEREAS**, new legislative district boundaries were established on February 21, 2012; and

**WHEREAS**, Minn. Stat. § 204B.14, subd 3 requires each city to reestablish its precinct boundaries no later than 19 weeks before the 2012 state primary; and

**WHEREAS**, the changes in the legislative district boundaries will not require any adjustments to the City's existing precinct boundaries.

**NOW THEREFORE, BE IT RESOLVED**, the City Council of the City of Lauderdale, hereby reestablishes the current precinct boundaries effective on August 14, 2012; and

**BE IT FURTHER RESOLVED**, the City Clerk be instructed to send notice of this act to the Ramsey County Election Office and Minnesota Secretary of State; and

**BE IT FURTHER RESOLVED**, the City Clerk be instructed to post a notice of this act.

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, February 28, 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 28<sup>th</sup> day of February, 2012.

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Jeff Dains, Mayor

ATTEST:

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Heather Butkowski, City Clerk-Administrator

# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date February 28, 2012  
ITEM NUMBER Municipal Liquor  
STAFF INITIAL AB  
APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The liquor store committee plus the Mayor met with Croix Oil on Wednesday. The work session will provide the committee an opportunity to update the other council members on the meeting.

With that meeting behind us, Paul will begin contacting the property owners along Larpenteur Avenue to see what plans they have for their property.

### OPTIONS:

### STAFF RECOMMENDATION:


### COUNCIL ACTION:



## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date February 14, 2012  
 ITEM NUMBER Union Negotiations  
 STAFF INITIAL   
 APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

As all the Council members were unable to attend the last meeting, the union discussion was moved to this meeting.

As you already know, AFSCME, on behalf of the City's union employees, is asking for the three items outlined in their proposal for 2012 and 2013:

- A 2% pay increase each year,
- \$50/month more each year to cover insurance benefits, and
- An increase in deferred compensation for those employees that do not purchase their health insurance through the City. This means all city employees would receive the same insurance benefit amount but those declining health insurance would receive it as a contribution to their retirement account.

During the union contract negotiations two years ago, the two sides agreed to no pay increases, \$50 more per month each year to purchase insurance through the City, and a sizable increase in deferred compensation for employees that do not take the city sponsored health insurance.

I summarized the additional costs to the City (give or take a few dollars) for the union's request applied to all employees (as all employees have generally been treated the same).

The additional cost to the City for the above request breaks down as follows for 2012:

- 2% pay increase (does not include additional withholdings) = \$5,485
- Additional Insurance Benefit (for employees that accept health insurance) = \$1,500
- Additional Deferred Compensation (for employees that decline health insurance) = \$1,821.60

The additional cost to the City for the above request breaks down as follows for 2013:

- 2% pay increase (does not include additional withholdings) = \$5,732
- Additional Insurance Benefit = \$1,500
- Additional Deferred Compensation = \$1,200

We will discuss how the Council would like to respond during the meeting.