

FILE

**LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, APRIL 24, 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 April 4, 2012, Emergency Meeting of the City Council
 - c. Minutes of the April 10, 2012, City Council Meeting
 - d. Claims Totaling \$22,423.61
- 4. CONSENT**
 - a. Park Use Requests
 - b. March Finances
 - c. Business Licenses
- 5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
- 6. INFORMATIONAL PRESENTATIONS / REPORTS**
- 7. PUBLIC HEARINGS**

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

- 8. DISCUSSION / ACTION ITEMS**
 - a. 2013 Police Contract
- 9. ITEMS REMOVED FROM THE CONSENT AGENDA**
- 10. ADDITIONAL ITEMS**
- 11. SET AGENDA FOR NEXT MEETING**
 - a. Union Contract
 - b. City Logo Design Discussion
 - c. Legislative Updates by State Senator John Marty and State Representative Mindy Greiling
 - d. IT Remote Access Policy
 - e. Annual Storm Water Presentation and Public Hearing – May 22

- f. Eustis Street Sanitary Sewer Lining Project – May 22
- g. Emergency Management Round Table – May 22
- h. Presentation by Jerry Hromatka, President Northwest Youth and Family Services – June 12
- i. Annual Update by Cor Wilson, North Suburban Cable Commission – June 12

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

April 4, 2012

Mayor Dains called the emergency meeting of the City Council to order at 9:00 p.m.

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

Councilor absent: Lara Mac Lean.

Staff present: Heather Butkowski, City Administrator; David Hinrichs, Public Works Coordinator.

Mayor Dains explained that the meeting was being held to discuss the recent sewage spill and efforts to clean the area impacted.

Butkowski and Hinrichs explained the sewage spill began in a manhole behind Twin City Die Casting (TCDC) the evening of Friday, March 30, 2012. City staff and contractors worked through the night to get the tree roots removed from the drop manhole. The backup itself did not last long but resulted in sewage affecting TCDC's buildings and the surrounding area.

Staff contacted the Minnesota Pollution Control Agency (MPCA) on Monday to ask for guidance on cleanup efforts. Staff received verbal approval that raking and hauling away the material behind Twin City Die Casting (TCDC) on Wednesday morning met with approval. On Wednesday, other MPCA staff said the city needed to expand its cleanup efforts. Staff spent Wednesday afternoon and early evening trying to determine what would meet expectations.

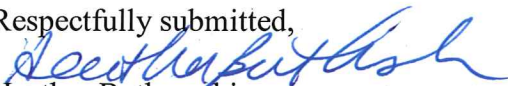
City staff met with Veit USA staff to discuss ways to remove the top layer of soil from behind TCDC and cleanup any remaining material along 33rd Avenue SE. Veit provided a cost estimate approaching \$15,000 for equipment and staff for two days to complete the cleanup.

The Council asked questions related to the spill and proposed cleanup plan.

Councilor Hawkinson moved to contract with Veit USA on the cleanup of the area around TCDC at a cost of approximately \$15,000. Councilor Grove seconded the motion and it passed unanimously.

Councilor Hawkinson moved to adjourn the meeting. Councilor Gaasch seconded the motion and it carried. The meeting adjourned at 9:55 p.m.

Respectfully submitted,


Heather Butkowski
City Administrator

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

Page 1 of 3

April 10, 2012

Mayor Dains called the City Council meeting to order at 7:33 p.m.

Councilors present: Mary Gaasch, Roxanne Grove, Lara Mac Lean, Denise Hawkinson, 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. Butkowski added televising the sewer line from Larpenteur Avenue across TH280 and contaminated soil disposal. Councilor Hawkinson added the location of the portable restroom at Community Park. Mayor Dains added to the work session the Ramsey County Charter Amendment on Sports Stadiums. **Councilor Grove moved to approve the amended agenda. Councilor Mac Lean seconded the motion and it passed unanimously.**

Councilor Grove moved to approve the March 27, 2012, City Council meeting minutes. Councilor Mac Lean seconded the motion and it passed unanimously.

Councilor Hawkinson moved approval of the claims totaling \$84,623.58. Councilor Grove seconded the motion and it passed unanimously.

Councilor Mac Lean moved the consent agenda approving a park use request, the February finances, and the street sweeping contractors agreement. Councilor Hawkinson seconded the motion and it passed unanimously.

City auditor Andrew Berg addressed the Council. He updated the Council on the results of the 2011 financial audit. Berg stated the City received a "clean, unqualified" opinion and does a good job segregating duties amongst the small staff. He stated there was a sufficient fund balance in the General Fund at year end to transfer \$135,982 from the General Fund into the Park Improvement Fund and Street Improvement Fund. Berg also stated the debt to asset ratio had improved as the City paid off bond debt and the ratio is significantly better than the average for comparable municipalities. He suggested the Council consider pre-payment of the 2003 Improvement Bond before it reaches maturity in 2015. The Council thanked Berg for his work on behalf of the City.

The Council considered the costs associated with the cleanup from the sewer overflow in the 33rd Avenue SE area last week. The MPCA approved City plans to remove soil from the site. The

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

Page 2 of 3

soil is in a dumpster in the Twin City Die Casting parking lot awaiting testing and ultimately disposal.

Councilor Mac Lean moved to approve soil testing at a cost not to exceed \$2,000. Councilor Grove seconded the motion and it passed unanimously.

The Council discussed the disposal of the soil after testing was completed. The cost of disposal is dependent on which site will take the soil based on testing results. Ultimately, the cost is not expected to be in excess of \$1,000.

Councilor Mac Lean moved to approve disposal of the soil at a cost not to exceed \$1,000. Councilor Grove seconded the motion and it passed unanimously.

The Council discussed televising the sewer line where the back-up occurred. The site is difficult to access as it runs under TH280. Veit stated it can do the televising between Larpenteur Avenue and Twin Cities Die Casting at a cost of \$375.00/hr.

Councilor Grove moved to approve sewer line televising by Veit from Larpenteur Avenue to the area behind Twin City Die Casting at a cost of \$375.00/hr. Councilor Mac Lean seconded the motion and it passed unanimously.

The Council discussed the reason the Port-a-Potty was placed in a location near the east end of the hockey rink. Staff explained that public works poured concrete behind the ball field backstop this week. Once cured, the Port-a-Potty, garbage and recycling bins, and the Roseville Baseball equipment will be stored there.

Butkowski reviewed the preliminary agenda for upcoming City Council meetings which included discussion of a city logo and legislative updates on May 8 and discussion of a sewer lining project and emergency management round table on May 22. The Mayor said he would not be in attendance at the April 24 meeting; Mayor Pro Temp Gaasch will preside over the 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.

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

Paul Bilotta, city consultant, addressed the Council. Bilotta updated the Council on Croix Oil's (Lauderdale BP) progress to rebuild and add space for the City to have a municipal liquor store. They are working with a designer on the project. Croix Oil is not interested in an expanded redevelopment project. Bilotta asked the Council if they would like him to discuss Larpenteur

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

Page 3 of 3

Avenue with other potential developers. Preliminary discussions have shown that other developers might be interested in a Lauderdale site. The Council discussed this and felt Bilotta should discuss the Larpenteur Avenue corridor with developers and report back to the Steering Committee and City Council.

Councilor Hawkinson moved to approve having Bilotta meet with prospective developers regarding redevelopment options for Larpenteur Avenue. Council Grove seconded the motion and it passed unanimously.

Mayor introduced the Ramsey County Sports Stadium Charter Amendment to the Council. He mentioned council members could sign it if they were interested.

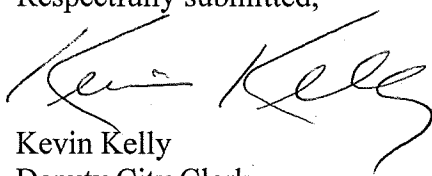
The Mayor recused himself from the union contract discussion.

The Council went into closed session to discuss the union contract at 8:28 p.m. The Council returned from the closed session at 8:39 p.m.

Councilor Hawkinson moved approval of the terms of the contract proposed by the union with regard to health insurance benefits, deferred compensation, and pay for 2012 with a wage reopener for 2013. Council Mac Lean seconded the motion and it passed unanimously.

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 8:40 p.m.

Respectfully submitted,



Kevin Kelly
Deputy City Clerk

CITY OF LAUDERDALE

04/20/12 3:12 PM

Page 1

***Claim Register©**

041312pyroll

APRIL 2012

Claim Type	Direct					
Claim# 2625	ICMA RETIREMENT TRUST - 457	Ck# 000657E	4/13/2012			
Cash Payment	G 101-21705 ICMA RETIREMENT		4/13/12 payroll			\$1,415.52
	Invoice					
Transaction Date	4/20/2012	Due 0	NORTH STAR CHE	10100	Total	\$1,415.52
Claim# 2626	PERA	Ck# 000658E	4/13/2012			
Cash Payment	G 101-21704 PERA		4/13/12 payroll			\$1,683.20
	Invoice					
Transaction Date	4/20/2012	Due 0	NORTH STAR CHE	10100	Total	\$1,683.20
Claim# 2627	NORTH STAR BANK, CHECKING S	Ck# 000659E	4/13/2012			
Cash Payment	G 101-21703 FICA WITHHOLDING.		4/13/12 payroll			\$1,731.43
	Invoice					
Cash Payment	G 101-21701 FEDERAL TAXES		4/13/12 payroll			\$1,241.97
	Invoice					
Transaction Date	4/20/2012	Due 0	NORTH STAR CHE	10100	Total	\$2,973.40
	Claim Type	Direct			Tota	\$6,072.12

Pre-Written Check	\$6,072.12
Checks to be Generated by the Compute	\$0.00
Total	\$6,072.12

CITY OF LAUDERDALE

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Page 1

***Check Detail Register©**

APRIL 2012

			Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING					
Paid Chk#	021174	4/24/2012		AT & T	
E	101-41200-391	TELEPHONE/PAGERS	\$5.00		4/12 Long Distance Faxes
		Total AT & T	\$5.00		
Paid Chk#	021175	4/24/2012		BOWNIK, JIM	
E	101-41200-331	TRAVEL EXPENSE	\$121.99		1Q12 Expense Report
		Total BOWNIK, JIM	\$121.99		
Paid Chk#	021176	4/24/2012		BUTKOWSKI, HEATHER	
E	101-41200-331	TRAVEL EXPENSE	\$25.75		1q12 mileage
		Total BUTKOWSKI, HEATHER	\$25.75		
Paid Chk#	021177	4/24/2012		CINTAS	
E	601-49000-425	CLOTHING	\$72.91		PW Clothing
E	602-49100-425	CLOTHING	\$72.91		PW Clothing
		Total CINTAS	\$145.82		
Paid Chk#	021178	4/24/2012		CITY OF ROSEVILLE	
E	101-41200-391	TELEPHONE/PAGERS	\$95.40		4/12 Phone Services
E	101-41200-306	CONSULTING FEES	\$398.75		4/12 IT Services
		Total CITY OF ROSEVILLE	\$494.15		
Paid Chk#	021179	4/24/2012		CROIX OIL	
E	101-43000-212	MOTOR FUELS	\$307.84		3/12 Motor Fuels
E	601-49000-212	MOTOR FUELS	\$65.97		3/12 Motor Fuels
E	602-49100-212	MOTOR FUELS	\$65.97		3/12 Motor Fuels
		Total CROIX OIL	\$439.78		
Paid Chk#	021180	4/24/2012		EHLERS & ASSOCIATES	
E	101-48100-306	CONSULTING FEES	\$292.50		Larpenteur Ave/Municipal Liquor Store
E	405-48500-327	OTHER SERV- SEWER/NPDES I	\$97.50		TIF Services
		Total EHLERS & ASSOCIATES	\$390.00		
Paid Chk#	021181	4/24/2012		EUREKA RECYCLING	
E	203-50000-389	RECYCLING CONTRACTOR	\$2,147.37		3/12 Recycling Contract
E	101-41200-201	GENERAL SUPPLIES	\$133.64		Three Cartons of Paper
		Total EUREKA RECYCLING	\$2,281.01		
Paid Chk#	021182	4/24/2012		G & K SERVICES	
E	601-49000-425	CLOTHING	\$27.84		3/12 PW Clothing
E	602-49100-425	CLOTHING	\$27.84		3/12 PW Clothing
		Total G & K SERVICES	\$55.68		
Paid Chk#	021183	4/24/2012		HUGHES AND COSTELLO	
E	101-41500-300	LEGAL FEES - PROSECUTING	\$850.00		3/12 Legal Fees
		Total HUGHES AND COSTELLO	\$850.00		
Paid Chk#	021184	4/24/2012		INTEGRA	

CITY OF LAUDERDALE

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Page 2

***Check Detail Register©**

APRIL 2012

			Check Amt	Invoice	Comment
E 101-41200-391	TELEPHONE/PAGERS		\$45.03		3/12 Fax Line
	Total INTEGRA		\$45.03		
<hr/>					
Paid Chk# 021185	4/24/2012	KELLY, KEVIN			
E 101-41200-331	TRAVEL EXPENSE		\$43.35		1Q12 Expenses
	Total KELLY, KEVIN		\$43.35		
<hr/>					
Paid Chk# 021186	4/24/2012	MN DEPT OF LABOR AND INDUSTRY			
E 101-43400-443	SURCHARGE REPORT		\$88.53		1Q12 Surcharge Report
	Total MN DEPT OF LABOR AND INDUSTRY		\$88.53		
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Paid Chk# 021187	4/24/2012	NATIONSTAMPS			
E 101-41200-442	MISC		\$37.65		1 Journal & 1 Ink Stamp -Notary/KK
	Total NATIONSTAMPS		\$37.65		
<hr/>					
Paid Chk# 021188	4/24/2012	NORTH STAR BANK, CHECKING STMT			
E 201-45600-440	MEETING EXPENSES		\$23.00		Pizza for PCIC Meeting
E 101-41200-308	TRAINING\CONFERENCES		\$10.00		SRA - HB
E 101-43400-203	POSTAGE		\$5.75		Postage - Certified Mail
E 101-41200-203	POSTAGE		\$11.35		Postage - Package
E 101-41200-203	POSTAGE		\$2.89		Postage- Package
E 101-41200-203	POSTAGE		\$5.15		Postage - Package
E 101-41200-308	TRAINING\CONFERENCES		\$20.00		Henn Cty Govt Center - Notary Record Fee - KK
E 101-41200-201	GENERAL SUPPLIES		\$18.00		Target - Coffee
E 201-45600-201	GENERAL SUPPLIES		\$17.00		Pizza for PCIC Meeting
E 101-41200-308	TRAINING\CONFERENCES		\$10.77		Roseville Bakery - Cookies for RC Man. Mtg.
E 101-43400-203	POSTAGE		\$5.75		Postage - Certified Mail
E 101-41200-201	GENERAL SUPPLIES		\$8.30		Target - Coffee
E 101-41200-201	GENERAL SUPPLIES		\$63.60		OfficeMax supplies
E 101-41200-308	TRAINING\CONFERENCES		\$15.00		APMP Mtg. - JB
E 101-43400-203	POSTAGE		\$12.40		Postage - Certified Mail
E 101-43400-203	POSTAGE		\$4.25		Postage - Certified Mail
E 101-41200-308	TRAINING\CONFERENCES		\$25.00		CERT Class -JB
E 101-41200-201	GENERAL SUPPLIES		\$48.17		Office Depot - W2 Forms
E 101-41200-308	TRAINING\CONFERENCES		\$10.00		Suburban Rate Auth. Mtg/Lunch -HB
E 101-41200-203	POSTAGE		\$5.59		Postage -Certified Mail
	otal NORTH STAR BANK, CHECKING STMT		\$321.97		
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Paid Chk# 021189	4/24/2012	PREMIUM WATERS, INC			
E 101-41200-208	WATER DELIVERY		\$26.52		3/12 Water Delivery
	Total PREMIUM WATERS, INC		\$26.52		
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Paid Chk# 021190	4/24/2012	PUBLIC EMPLOYEES INS PROGRAM			
G 101-21706	HEALTH INSURANCE		\$2,357.02		5/12 Health Benefits
	Total PUBLIC EMPLOYEES INS PROGRAM		\$2,357.02		
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Paid Chk# 021191	4/24/2012	SPRINT PCS			
E 101-43000-391	TELEPHONE/PAGERS		\$37.13		3/12 PW Cell Phone
E 601-49000-391	TELEPHONE/PAGERS		\$18.56		3/12 PW Cell Phone

CITY OF LAUDERDALE

***Check Detail Register©**

APRIL 2012

			Check Amt	Invoice	Comment
E 602-49100-391	TELEPHONE/PAGERS		\$18.57		3/12 PW Cell Phone
	Total SPRINT PCS		\$74.26		
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Paid Chk# 021192	4/24/2012	SUBURBAN ACE HARDWARE			
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE		\$10.13		Mop & Hardware
	Total SUBURBAN ACE HARDWARE		\$10.13		
<hr/>					
Paid Chk# 021193	4/24/2012	XCEL ENERGY, PARK & GARAGE			
E 101-43000-381	ELECTRIC		\$20.33		3/12 PW & Warming House Utilities
E 101-45200-383	GAS UTILITIES		\$50.14		3/12 PW & Warming House Utilities
E 101-45200-381	ELECTRIC		\$20.32		3/12 PW & Warming House Utilities
E 101-43000-383	GAS UTILITIES		\$50.15		3/12 PW & Warming House Utilities
	Total XCEL ENERGY, PARK & GARAGE		\$140.94		
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Paid Chk# 021194	4/24/2012	XCEL ENERGY, STREET LIGHTING			
E 101-43000-380	STREET LIGHT UTILITY		\$544.25		3/12 Street Lights
	Total XCEL ENERGY, STREET LIGHTING		\$544.25		
	10100 NORTH STAR CHECKING		\$8,498.83		

Fund Summary

10100 NORTH STAR CHECKING	
101 GENERAL	\$5,843.39
201 COMMUNITY EVENTS	\$40.00
203 RECYCLING	\$2,147.37
405 TIF-PROJECTS	\$97.50
601 SEWER UTILITIES	\$185.28
602 STORM SEWER ENTERPRISE FUND	\$185.29
	<hr/>
	\$8,498.83

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date April 24, 2012
ITEM NUMBER City Park Applications
STAFF INITIAL KK
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City received two applications for use of the Park. Both groups are larger than 30 people. Per city ordinance, council approval is required. Each application is attached for your review.

The first application is from Twin Cities Chinese Christian Church which expects 50 attendees and would like to reserve the Basketball Court, Tennis Court and Park Shelter from 11:45-3:45 on Sunday, June 17.

The second is from Rose Hill Alliance Church. They expect 30 attendees and are interested in reserving just the Park Shelter.

Both groups have been notified they are expected to share Park facilities with other users when they are not using them.

OPTIONS:

- A) Approve the requests to use the park.
- B) Do not approve the requests.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves use of Lauderdale City Park by the Twin City Chinese Christian Church and Rosehill Alliance Church.

COUNCIL ACTION:

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: (651) 792-7650 Fax: (651) 631-2066

RESIDENT APPLICATION FOR USE OF COMMUNITY PARK

APPLICANT INFORMATION:

Name: Lan-Ping Chu Address: 1795 Eastis St.

City: Lauderdale State: MN Zip: 55113 Telephone No.: 763-420-4159

Name of Organization (if applicable): Grace Fellowship from Twin Cities Chinese Christian Church

PARK USE INFORMATION:

Date of Picnic Shelter Use: 6/17/2012 Hours Used: 11:45am - 3:45pm

* Number attending: 50 * Note: Groups of 30 or more must receive council approval

Other park facilities may be reserved (circle all that apply):

Ball Field / East or West Tennis Court / East or West Basketball Court / Hours Used: 1:45-3:45 *Basketball court & tennis court near the picnic shelter*

Volleyball Court / Paved Hockey Rink (Summer) / Ice Skating Rink (Winter) Hours Used: _____

(Winter Skating Rinks can only be reserved from 9-10 p.m. when open skating ends at 9 p.m.)

BY SIGNING THIS APPLICATION, THE APPLICANT AGREES TO THE FOLLOWING:

- The applicant will clean up the area after the event has occurred. Please bring your own garbage bags and take garbage with you when you go.
- The park facilities may not be used for advertisement of products, goods, or services, or for personal profit.
- The proposed event may not unreasonably interfere with the general public use of the park, or with the safe and orderly movement of traffic on streets surrounding the park.
- The applicant is aware of a parking lot on Roselawn Avenue which includes spaces for people with disabilities.
- The applicant understands that the park opens at 8 a.m. and closes at 10 p.m.
- The applicant understands that no intoxicating liquor may be present or consumed at the park.
- The applicant agrees to carry a copy of the approved application form with them as proof of reservation.
- If the applicant experiences problems with the facilities, the applicant shall contact City Hall during office hours, or Ramsey County Dispatch after hours at 651-767-0640.
- The applicant understands that the renter/users of Lauderdale park facilities at all times indemnify, defend, and hold harmless the City of Lauderdale, Minnesota, its officers, employees, and contractors from and against any and all claims, damages, losses, and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Lauderdale facilities. Furthermore, renter/users may be required to provide a certificate of insurance naming the City as an additional insured.

Lan-Ping Chu
Applicant's Signature

Lan-Ping Chu
Applicant's Printed Name

4/7/2012
Date

FOR OFFICE USE ONLY:

Date Application Received: 04-9-2012 Approved By: [Signature]

Fees Received: _____ Check #: _____ Receipt #: _____ Damage Deposit Check #: _____

Temporary Non-Intoxicating Liquor License Granted? No If so, date Council granted: _____

City of Lauderdale

1891 Walnut Street • Lauderdale • Minnesota 55113

Phone: (651) 792-7650 Fax: (651) 631-2066

RESIDENT APPLICATION FOR USE OF COMMUNITY PARK

APPLICANT INFORMATION:

Name: Diane Grindahl Address: 1847 Eustis Street
City: Lauderdale State: MN Zip: 55113 Telephone No.: 651 644-9953
Name of Organization (if applicable): Rose Hill Alliance Church 651 210-3506 cell

PARK USE INFORMATION:

Date of Picnic Shelter Use: July 23, 2012 Hours Used: 12:30PM - 5PM - July 27, 2012

* Number attending: 30 * Note: Groups of 30 or more must receive council approval

Other park facilities may be reserved (circle all that apply):

Ball Field / East or West Tennis Court / East or West Basketball Court / Hours Used: _____

Volleyball Court / Paved Hockey Rink (Summer) / Ice Skating Rink (Winter) Hours Used: _____

(Winter Skating Rinks can only be reserved from 9–10 p.m. when open skating ends at 9 p.m.)

BY SIGNING THIS APPLICATION, THE APPLICANT AGREES TO THE FOLLOWING:

- The applicant will clean up the area after the event has occurred. Please bring your own garbage bags and take garbage with you when you go.
- The park facilities may not be used for advertisement of products, goods, or services, or for personal profit.
- The proposed event may not unreasonably interfere with the general public use of the park, or with the safe and orderly movement of traffic on streets surrounding the park.
- The applicant is aware of a parking lot on Roselawn Avenue which includes spaces for people with disabilities.
- The applicant understands that the park opens at 8 a.m. and closes at 10 p.m.
- The applicant understands that no intoxicating liquor may be present or consumed at the park.
- The applicant agrees to carry a copy of the approved application form with them as proof of reservation.
- If the applicant experiences problems with the facilities, the applicant shall contact City Hall during office hours, or Ramsey County Dispatch after hours at 651-767-0640.
- The applicant understands that the renter/users of Lauderdale park facilities at all times indemnify, defend, and hold harmless the City of Lauderdale, Minnesota, its officers, employees, and contractors from and against any and all claims, damages, losses, and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Lauderdale facilities. Furthermore, renter/users may be required to provide a certificate of insurance naming the City as an additional insured.

Diane Grindahl
Applicant's Signature

Diane Grindahl
Applicant's Printed Name

4/13/12
Date

FOR OFFICE USE ONLY:

Date Application Received: _____ Approved By: _____

Fees Received: _____ Check #: _____ Receipt #: _____ Damage Deposit Check #: _____

Temporary Non-Intoxicating Liquor License Granted? _____ If so, date Council granted: _____


**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date April 24, 2012

ITEM NUMBER March 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 March 2012.

OPTIONS:

STAFF RECOMMENDATION:

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

COUNCIL ACTION:

GENERAL FUND REVENUE

	2009	2010	2011	2012	2012
	Actual	Actual	Actual	As of Mar. 31	Adopted
CITY LEVIED TAXES					
31010 Current Ad Valorem	425,397	411,088	430,496	(0)	496,993
31020 Delinquent Ad Valorem	3,534	1,841	10,700	(36)	-
31040 Fiscal Disparities	101,843	109,600	110,695	(0)	101,159
SUB TOTAL PROPERTY TAXES	530,775	522,528	551,891	(37)	598,152
STATE AIDE					
33401 Local Government Aide	557,218	516,153	516,153	-	516,153
33405 PERA Rate Increase Aide	1,198	1,198	1,198	-	1,198
33406 Market Value Home Credit	28,839	101	64	-	-
TOTAL STATE AIDE	587,255	517,452	517,415	-	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	1,125	1,350	1,000
32140 HVAC Licenses	890	1,453	1,250	200	600
32150 Tree Company License	140	700	300	250	300
32180 Rental License Fee	3,366	4,091	3,534	451	3,000
32240 Animal Licenses	290	390	380	80	250
34101 City Hall/Park Rental	3,945	4,955	7,080	1,965	4,000
43103 Administrative Fee	83	-	25	25	-
34105 Sale of Publications	-	-	-	-	-
34109 Copies	61	51	64	-	50
34114 Advertising sales	-	50	75	-	-
34115 Miscellaneous Revenue	-	-	-	-	-
TOTAL LICENSES AND FEES	10,295	13,715	14,383	4,321	9,750
REVENUE OTHER					
36100 Special Assessments	9,677	20,918	46,258	(0)	-
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	2,182	1,485	5,066	36	-
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	-	-	-	-	-
36211 Investment Interest	11,018	6,492	3,283	652	6,000
36230 Donations	-	3,000	1,500	-	-
36231 Dog Park Donations	50	10	25	-	-
36240 State Surcharge - Construction Permits	539	336	444	104	300
36250 Refunds and Reimbursements	3,511	1,140	-	-	-
36252 LMCIT Insurance Dividend	2,905	3,015	3,783	-	-
36255 Miscellaneous	-	-	23	17	-
39101 Sales Fixed Assets	1	-	-	-	-
TOTAL OTHER REVENUE	29,882	36,396	60,382	809	6,300
PUBLIC SAFETY	40,547	41,330	53,202	9,756	38,500
PLANNING & INSPECTIONS	20,487	13,674	13,894	3,645	8,200
TRANSFERS FROM OTHER FUNDS	-	-	-	-	-
TOTAL GENERAL FUND REVENUE	1,219,241	1,145,095	1,211,167	18,494	1,178,253

GENERAL FUND EXPENDITURES

GENERAL FUND REVENUE

	2009	2010	2011	2012	2012
	Actual	Actual	Actual	As of Mar. 31	Adopted
Legislative	22,634	24,481	25,587	4,191	27,563
Administrative	168,728	144,697	142,528	39,840	163,030
Audit, Elections, and Legal Services	6,234	46,958	41,923	14,792	52,873
Public Safety					
Police	582,567	585,398	599,966	151,050	613,695
Fire	35,529	29,232	32,782	20,097	35,500
Prosecution	11,545	-	-	-	-
Public Works	92,877	86,632	91,649	14,327	101,724
Planning & Inspections	22,568	46,241	42,676	10,442	52,620
Parks and Recreation	71,716	63,978	63,487	15,427	65,248
Development	1,235	1,648	5,882	1,588	26,000
EXPENDITURES BEFORE TRANSFERS	1,015,633	1,029,264	1,046,480	271,754	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	1,066,480	271,754	1,178,253

<u>LEGISLATIVE (41100)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
EXPENDITURES						
Personnel						
103	Part-time employees	13,200	13,200	13,200	3,300	13,200
122	FICA	1,010	1,010	1,010	252	1,010
151	Workers Comp	59	118	98	-	103
	Subtotal Personnel	14,269	14,328	14,308	3,552	14,313
General Operations						
201	General Supplies	-	39	100	-	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	84	-	-	-	-
305	Legal Fees	-	500	-	-	-
308	Training and Conferences	-	930	1,634	-	3,000
331	Travel	24	72	337	-	500
352	Public Notices	292	391	792	114	700
361	General Liability	5,228	5,331	5,556	-	6,000
438	Dues and Subscriptions	2,671	2,695	2,756	525	2,800
439	Special Events	-	-	-	-	-
440	Meeting Expenses	66	196	104	-	250
442	Miscellaneous Expenses	-	-	-	-	-
	Subtotal General Operations	8,365	10,153	11,279	639	13,250
Capital Equipment						
530	Furniture and Equipment	-	-	-	-	-
538	Computer software and Equipment	-	-	-	-	-
	Subtotal Capital Equipment	-	-	-	-	-
	TOTAL LEGISLATIVE EXPENSES	22,634	24,481	25,587	4,191	27,563

ADMINISTRATION & FINANCE (41200)		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Mar. 31	Adopted
EXPENDITURES						
Personnel						
101	Full-time employees	102,536	90,954	89,552	23,967	99,551
104	Temp. employees	-	-	-	-	-
121	PERA	6,836	6,470	6,405	1,738	7,217
122	FICA	8,004	7,297	7,074	1,884	7,616
131	Benefits (health, dental, etc)	9,272	10,116	10,624	2,750	12,150
142	Unemployment Benefits	-	55	110	-	-
151	Workers Compensation	559	965	712	-	796
	Subtotal Personnel	127,206	115,857	114,477	30,339	127,330
General Operations						
201	General Supplies	1,731	1,899	596	527	1,500
203	Postage	1,817	2,626	2,120	1,040	3,500
208	Water cooler water	303	277	314	45	400
301	Auditing	12,904	-	-	-	-
305	Legal contract - Civil	3,567	-	-	-	-
306	Consulting fees (IT Support)	5,440	5,440	5,440	1,196	6,000
307	Computer Services (Banyon)	1,560	1,561	1,561	-	1,600
308	Training and conferences	1,004	772	1,315	605	2,000
309	Newspaper - Roseville Review	-	-	-	-	-
327	Other Services	-	-	108	64	400
331	Travel Expenses	929	765	711	-	1,000
352	Public information and notices	726	662	689	-	1,000
353	Newsletter Printing	2,469	2,438	2,508	628	3,000
354	Phonebook Printing	-	-	-	-	-
355	Miscellaneous printing & process	285	1,000	270	75	500
361	General liability	4,652	4,955	5,113	-	5,500
391	Telephones/Fax (City Hall)	1,769	1,666	1,784	376	2,000
401	Copier	379	1,349	2,852	665	3,000
404	Computer Repair/Maintenance	-	-	-	-	-
409	Other equipment repair	-	-	-	-	-
438	Dues and Subscriptions	1,474	2,491	1,476	1,953	2,600
440	Meeting Expenses	85	159	53	-	200
442	Miscellaneous expenses	78	779	141	120	500
	Subtotal General Operations	41,172	28,840	27,051	7,294	34,700
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	351	-	1,000	2,207	1,000
	Subtotal Capital	351	-	1,000	2,207	1,000
	TOTAL EXPENSES	168,728	144,697	142,528	39,840	163,030

AUDITING, ELECTIONS, AND LEGAL SERVICES (41500)		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Mar. 31	Adopted

EXPENDITURES

Personnel

101	Full-time employees	3,724	12,440	10,967	1,759	9,899
104	Temp. employees	968	2,242	-	-	2,500
121	PERA	239	869	760	128	535
122	FICA	296	974	847	134	565
131	Benefits (health, dental, etc)	198	1,486	1,370	210	900
151	Workers Compensation	35	105	57	-	74
	Subtotal Personnel	5,461	18,116	14,001	2,231	14,473

General Operations

201	General Supplies	-	512	-	-	300
300	Legal Services - Prosecution	-	10,032	10,200	1,700	12,000
301	Auditing	-	12,880	13,576	9,520	14,000
305	Legal Services - Civil	-	4,581	3,404	1,288	10,000
327	Other Services	586	432	426	-	700
331	Travel Expenses	-	-	-	-	-
352	Public information & Notices	96	-	-	-	500
355	Miscellaneous Fees	-	406	316	53	700
409	Other equipment and repair	-	-	-	-	-
440	Meeting expenses	91	-	-	-	200
442	Miscellaneous expenses	-	-	-	-	-
	Subtotal General Operations	774	28,842	27,922	12,561	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	41,923	14,792	52,873
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PUBLIC SAFETY (42100)		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Mar. 31	Adopted
REVENUE						
34202	False Fire Alarm	424	-	223	223	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	51,979	9,533	37,000
	TOTAL REVENUE	40,547	41,330	53,202	9,756	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	2,021	12,126
319	Police Contract	578,250	578,595	590,167	149,017	596,069
360	General Liability	-	-	-	-	5,000
391	Telephone/Pager	-	-	-	-	-
442	Miscellaneous Exp.	4,317	6,803	179	12	500
	Subtotal Police	582,567	585,398	599,966	151,050	613,695
320	Fire Contract	18,630	17,826	17,685	16,484	18,000
321	Fire Calls	16,475	11,186	14,874	3,372	16,000
322	False Fire Alarms	424	219	223	241	500
323	Fire Inspections	-	-	-	-	1,000
	Subtotal Fire	35,529	29,232	32,782	20,097	35,500
	TOTAL EXPENSES	629,641	614,630	632,748	171,147	649,195

<u>PUBLIC WORKS (43000)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	As of Mar. 31	Adopted
EXPENDITURES						
Personnel						
101	Full-time employees	44,294	31,244	31,449	7,432	28,066
102	Overtime/On-Call	2,191	3,030	2,451	147	3,000
121	PERA	3,004	2,573	2,453	550	2,252
122	FICA	3,516	2,920	2,720	610	2,377
131	Benefits (health, dental, etc)	4,702	4,162	4,505	1,014	4,500
151	Workers Compensation	2,097	3,549	2,487	-	1,429
	Subtotal Personnel	59,804	47,477	46,065	9,753	41,624
General Operations						
202	Permanent Supplies	-	305	676	625	500
212	Motor Fuels	1,587	2,500	3,463	271	3,000
213	Lubricants and other fluids	-	-	46	-	-
225	Landscaping Materials	15	-	21	-	-
226	Signs	-	-	-	-	-
227	Tools and Equipment	-	-	-	-	-
228	Miscellaneous Repairs & Supplies	1,008	457	2,469	182	2,000
304	Engineering Contract	-	337	-	-	1,000
308	Training and conferences	165	165	165	-	400
313	Snow and Ice Removal Contact	5,207	11,268	11,442	-	15,000
314	Street Sweeping Contract	5,062	5,026	4,762	-	6,000
317	Tree Service	3,214	3,642	3,441	-	10,000
324	Alley Repair	-	-	-	-	1,000
327	Other Services/ Floor Maintenance	356	328	1,364	219	1,500
328	Street Repair	-	-	-	-	-
380	Electricity - Street Lighting	6,168	5,896	6,745	1,076	6,400
381	Electricity	2,457	3,067	3,172	658	3,200
382	Water	69	63	68	-	100
383	Gas Utilities	3,075	2,674	2,720	795	3,500
384	Refuse Disposal	1,189	1,481	1,967	643	3,000
391	Telephone/Pagers	534	488	398	73	500
402	Truck repair and Maintenance	2,968	1,363	2,653	32	3,000
426	Machinery rental	-	-	-	-	-
442	Miscellaneous	-	96	12	-	-
	Subtotal General Operations	33,073	39,154	45,584	4,574	60,100
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
538	Land	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	92,877	86,632	91,649	14,327	101,724

		2009	2010	2011	2012	2012
<u>PLANNING & INSPECTIONS (43400)</u>		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
REVENUE						
	Other					
32210	Building Permits	11,688	9,163	8,967	1,920	5,000
32211	Zoning Permit Applications	1,210	700	850	250	500
32225	Plan Review	4,692	1,488	1,559	1,031	1,000
32230	Plumbing Permits	1,236	1,248	768	192	700
32270	HVAC Permits	1,410	975	1,650	252	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	13,894	3,645	8,200
EXPENDITURES						
Personnel						
101	Full-time employees	14,686	27,923	25,898	7,826	32,444
121	PERA	963	1,966	1,843	567	2,352
122	FICA	1,169	2,330	2,183	646	2,482
131	Benefits (health, dental, etc)	1,110	3,409	3,604	1,016	4,725
151	Workers Compensation	207	1,224	1,319	-	1,317
	Subtotal Personnel	18,136	36,852	34,847	10,055	43,320
General Operations						
201	General Supplies	-	-	-	-	-
202	Permanent Supplies	-	-	-	-	-
203	Postage	173	219	360	45	300
306	Consulting Fees	452	8,015	5,948	-	5,300
308	Training and conferences	450	450	500	175	500
312	Building Inspector	2,408	35	-	-	2,000
327	Other Services	-	-	-	-	-
331	Travel Expenses	-	-	-	-	-
355	Miscellaneous Printing	-	-	-	33	-
386	Gopher State One Call	531	422	486	134	600
442	Miscellaneous expenses	-	10	175	-	200
443	Surcharge Report	419	239	360	-	400
	Subtotal General Operations	4,432	9,389	7,829	387	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	42,676	10,442	52,620

<u>PARKS AND RECREATION (45200)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
EXPENDITURES						
Personnel						
101	Full-time employees	51,253	41,317	41,006	9,419	38,932
104	Temp. employees	3,555	4,403	4,199	2,691	6,000
121	PERA	3,431	2,960	2,964	683	2,823
122	FICA	4,322	3,747	3,633	963	3,437
131	Benefits (health, dental, etc)	5,102	4,946	5,471	1,299	6,300
151	Workers Compensation	260	1,309	1,147	-	1,256
	Subtotal Personnel	67,923	58,682	58,420	15,055	58,748
General Operations						
201	General Supplies	127	45	263	-	300
202	Permanent Supplies	89	32	107	-	200
225	Landscaping Materials	-	-	-	-	100
228	Miscellaneous Repairs & Maintenance.	191	144	58	-	250
317	Tree Service	-	-	-	-	-
370	Park and Rec Expenses	700	700	700	-	700
371	Non-Resident Reimbursement	429	1,137	1,790	-	1,300
381	Electric	439	477	477	176	500
382	Water	172	173	241	-	200
383	Gas Utility	801	617	732	196	1,000
384	Refuse	-	-	-	-	-
391	Telephones and Pagers	-	20	21	-	50
403	Mower repair	-	1,275	-	-	1,000
412	Warming House Repair	-	33	-	-	100
427	Porta Potty Rental	767	630	363	-	500
442	Miscellaneous	78	13	315	-	300
	Subtotal General Operations	3,793	5,296	5,067	372	6,500
Capital Expenditures						
550	Other Improvements	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	71,716	63,978	63,487	15,427	65,248

<u>DEVELOPMENT (48100)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
REVENUE						
	Other	-	-	-	-	-
	TOTAL REVENUE	-	-	-	-	-
EXPENDITURES						
General Operations						
306	Consulting Fees	1,235	1,648	5,882	1,588	26,000
442	Miscellaneous expenses	-	-	-	-	-
	Subtotal General Operations	1,235	1,648	5,882	1,588	26,000
	TOTAL EXPENSES	1,235	1,648	5,882	1,588	26,000

<u>CONTINGENCY (45300)</u>		2009	2010	2011	2012	2012
		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
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

		2009	2010	2011	2012	2012
<u>TRANSFERS OUT (45400)</u>		Actual	Actual	Actual	<u>As of Mar. 31</u>	Adopted
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	67,991	-	-
742	Transfers to 402	-	-	-	-	20,000
743	Transfers to 403	-	-	-	-	-
744	Transfers to 404	-	56,297	67,991	-	-
745	Transfers to 405	-	-	-	-	-
Total Transfers		31,000	112,594	135,982	-	20,000

2012 LAUDERDALE BUDGET

SUMMARY OF FUNDS 201 - 602

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 As of Mar. 31	2012 Adopted
Total Revenues						
201 Community Events Fund	3,642	4,874	4,830	3,719	128	2,850
202 Communications Fund	22,431	22,837	20,942	19,915	28	20,300
203 Recycling Fund	41,362	41,967	41,061	40,772	120	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	43,723	1,492	43,907
401 Street Improvement Fund	14,760	10,331	5,421	3,053	629	4,500
402 General Capital Impr. Fund	4,320	2,184	1,143	544	70	1,000
403 Storm Water Impr. Fund	6,048	4,473	2,346	1,100	219	1,800
404 Park Improvement Fund	108,725	3,946	118,570	33,530	2,444	1,200
405 TIF Project Fund	162,370	165,052	180,089	171,158	384	163,000
407 Sewer Improvement Fund	11,277	81,628	5,660	2,653	529	4,000
601 Sewer Utility Fund	229,104	234,715	242,590	270,962	65,638	244,300
602 Storm Water Utility Fund	69,192	49,142	54,092	60,948	16,370	55,500
Revenue Before Transfers	827,502	736,274	759,320	652,077	88,051	583,157
Transfers		291,329	612,594	-	68,381	20,000
Total Revenues	827,502	1,027,604	1,371,914	652,077	156,432	603,157
Total Expenditures						
201 Community Events Fund	4,329	3,616	3,616	3,391	-	3,450
202 Communications Fund	15,374	29,277	29,277	21,605	10,084	30,715
203 Recycling Fund	23,391	32,079	32,079	26,133	6,048	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	116,429	107,384	113,130
401 Street Improvement Fund	69,213	12,189	12,189	-	-	-
402 General Capital Impr. Fund	90,000	-	-	29,714	-	35,000
403 Storm Water Impr. Fund	32,316	-	-	-	-	-
404 Park Improvement Fund	81,110	6,735	6,735	30,945	2,647	20,000
405 TIF Project Fund	738	747	747	1,095	-	1,000
407 Sewer Improvement Fund	-	-	-	-	-	-
601 Sewer Utility Fund	212,687	228,570	228,570	227,944	49,955	226,612
602 Storm Water Utility Fund	36,424	43,293	43,293	44,927	7,223	68,758
Expenditures Before Transfers	956,526	1,074,134	1,074,134	1,029,133	183,341	533,096
Tranfers		260,329	500,000	-	68,381	
Total Expenditures	956,526	1,334,463	1,574,134	1,029,133	251,722	533,096
Surplus/(deficit)	(129,025)	(306,860)	(202,220)	(377,056)	(95,290)	70,061

Community Events Fund 201

DEPT. 45600	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 As of Mar. 31	2012 Adopted
BEGINNING BALANCE	3,486	2,800	4,058	5,638	5,638	5,966
REVENUES:						
34785 Fun Run / Walk	-	-	-	-	-	-
34786 Winter Event	609	396	33	31	-	-
34787 Garage Sale	-	50	-	-	-	50
34788 Day in the Park	1,683	1,904	3,219	2,046	-	1,500
34789 Music under the trees	-	448	434	469	-	400
34790 Other Events - March Dance	-	-	-	-	-	-
34791 Pop Sales	-	-	-	-	-	-
34792 T-Shirt Sales	150	330	97	147	35	100
34795 Halloween Donations	779	825	854	844	-	600
36211 Investment Interest	129	121	69	34	8	100
36230 Donations	-	30	-	-	-	-
36255 Misc.	293	769	124	148	85	100
Total Revenues	3,642	4,874	4,830	3,719	128	2,850
EXPENDITURES:						
201 General Supplies	-	5	-	-	-	-
202 Permanent Supplies	43	100	-	40	-	100
368 Fun Run / Walk	-	-	100	446	-	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	150	-	250
376 Garage Sale	34	-	-	-	-	-
377 Day in the Park	1,500	1,800	1,400	1,294	-	1,300
378 Night Out	103	119	150	119	-	150
379 Halloween Event	496	518	450	692	-	550
437 Sales Tax	-	-	-	-	-	-
430 Misc.	-	491	-	-	-	-
440 Meeting Expenses	254	191	300	250	-	200
Total Expenditures	4,329	3,616	3,250	3,391	-	3,450
Fund Balance Gain/Loss	(686)	1,258	1,580	328	128	(600)
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	2,800	4,058	5,638	5,966	5,766	5,366

Communications Fund 202

DEPT. 49500		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		36,667	43,724	37,284	33,712	33,712	32,022
REVENUES:							
36253	Franchise Fees	21,278	21,632	20,576	19,747	-	20,000
36250	Refunds & Reimbursements		262	-	-	-	-
36211	Investment Interest	1,153	942	366	168	28	300
33600	Grants		-	-	-	-	-
Total Revenues		22,431	22,837	20,942	19,915	28	20,300
EXPENDITURES:							
101	Reg. Full Time Employees	6,230	6,307	10,678	10,333	3,861	16,046
121	PERA Contributions	473	426	752	741	280	1,163
122	FICA Contributions	593	510	869	843	314	1,228
131	Group Insurance	618	576	1,191	1,302	493	2,250
151	Workers Comp	-	27	86	124	-	128
Personnel costs		7,913	7,846	13,576	13,343	4,948	20,815
201	General Supplies	-	5	85	37	-	-
202	Permanent Supplies	-	-	-	-	-	-
307	Web Hosting	444	444	444	500	500	600
327	Other Service	1,993	3,501	2,837	2,837	-	3,000
329	Cable Franchise Fee	5,023	5,069	5,214	4,888	4,636	5,300
530	Furniture and Equipment	-	12,411	2,358	-	-	1,000
Operating Costs		7,460	21,430	10,938	8,262	5,136	9,900
Total Expenditures		15,374	29,277	24,514	21,605	10,084	30,715
Fund Balance Gain/Loss		7,057	(6,440)	(3,572)	(1,690)	(10,056)	(10,415)
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		43,724	37,284	33,712	32,022	23,656	21,607

Recycling Fund 203

DEPT. 50000		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		60,029	78,000	87,889	98,106	98,106	112,745
REVENUES:							
36100	Recycling Fee	34,698	35,215	35,113	35,414	-	35,000
36102	Penalties & Interest	71	62	35	94	-	-
33622	SCORE Grant	4,758	4,866	4,926	4,750	-	5,000
36211	Investment Interest	1,811	1,824	987	502	120	800
36255	Other	24	-	-	12	-	-
Total Revenues		41,362	41,967	41,061	40,772	120	40,800
EXPENDITURES:							
101	Reg. FT Employees	3,545	2,949	5,687	5,605	1,401	5,774
121	PERA Contributions	283	201	400	407	102	419
122	FICA Contributions	356	244	478	479	120	442
131	Group Insurance	362	256	625	750	189	900
151	Workers Comp	-	8	42	49	-	46
Personnel costs		4,546	3,658	7,232	7,290	1,812	7,581
202	Permanent Supplies	-	-	95	-	-	-
327	Other Service	339	339	332	332	-	350
389	Recycling Contract	18,506	28,082	23,185	18,511	4,236	26,500
Operating Costs		18,845	28,421	23,611	18,843	4,236	26,850
Total Expenditures		23,391	32,079	30,843	26,133	6,048	34,431
Fund Balance Gain/Loss		17,971	9,889	10,218	14,639	(5,928)	6,369
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		78,000	87,889	98,106	112,745	92,178	119,114

2003 Improvements Debt Service Fund 304

DEPT. 47400		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		478,218	424,444	367,236	404,217	404,217	331,511
REVENUES:							
36102	Penalties & interest	12,852	10,458	4,535	7,091	1	6,907
36211	Investment Interest	12,784	8,690	4,484	1,749	275	3,000
36100	Special Assessments	39,197	39,995	41,906	34,883	1,216	34,000
Total Revenues		64,834	59,143	50,924	43,723	1,492	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	6,953	12,330
621	File Maintenance Charges	647	645	733	1,024	431	800
Total Expenditures		118,608	116,350	113,944	116,429	107,384	113,130
Fund Balance Gain/Loss		(53,775)	(57,207)	(63,019)	(72,706)	(105,892)	(69,223)
39200	Transfers In	-	-	100,000	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		424,444	367,236	404,217	331,511	298,325	262,288

Street Improvement Fund 401

DEPT. 48401		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		454,662	400,208	398,350	460,068	460,068	531,112
REVENUES:							
36211	Investment Interest	14,243	10,232	5,326	2,598	629	4,500
36200	Miscellaneous Revenue	517	99	95	78	-	-
36102	Penalties & Interest	-	-	-	-	-	-
36100	Special Assessments	-	-	-	377	-	-
Total Revenue		14,760	10,331	5,421	3,053	629	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	3,053	629	4,500
39200	Transfers In	-	-	56,297	67,991	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		400,208	398,350	460,068	531,112	460,697	535,612

General Capital Improvement Fund 402

DEPT. 48000		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		168,981	83,301	85,485	86,628	86,628	57,458
REVENUES:							
36211	Investment Interest	4,320	2,184	1,143	544	70	1,000
	Depreciation	-	-	-	-	-	-
39999	Other	-	-	-	-	-	-
Total Revenue		4,320	2,184	1,143	544	70	1,000
EXPENDITURES:							
510	Land	-	-	-	-	-	-
520	Buildings	-	-	-	-	-	-
521	City Garage	-	-	-	-	-	-
523	Warming House	-	-	-	-	-	-
530	Furniture & Equipment	-	-	-	-	-	-
531	Office Equipment	-	-	-	-	-	-
532	Copier	-	-	-	-	-	-
535	HVAC	-	-	-	-	-	-
538	Computers	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
543	Tractor	-	-	-	29,714	-	-
550	Other Improvements	-	-	-	-	-	-
560	Vehicle	-	-	-	-	-	-
562	Truck	-	-	-	-	-	35,000
Total Expenditures		-	-	-	29,714	-	35,000
Fund Balance Gain/Loss		4,320	2,184	1,143	(29,170)	70	(34,000)
39200	Transfers In	-	-	-	-	-	20,000
710	Transfers Out	90,000	-	-	-	-	-
Ending Fund Balance		83,301	85,485	86,628	57,458	86,698	43,458

Storm Sewer Improvement Fund 403

DEPT. 48403	2008	2009	2010	2011	2012	2012
	Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE	197,249	170,981	175,454	177,800	177,800	178,900
REVENUES:						
37300 Storm Sewer Fee	-	-	-	-	-	-
36211 Investment Interest	6,048	4,473	2,346	1,100	219	1,800
39999 Other	-	-	-	-	-	-
Total Revenues	6,048	4,473	2,346	1,100	219	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	1,100	219	1,800
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	20,000	-	-	-	-	-
Ending Fund Balance	170,981	175,454	177,800	178,900	178,019	180,700

Park Improvement Fund 404

DEPT. 48404		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		123,844	151,458	148,669	187,295	187,295	257,871
REVENUES:							
33130	Grants	-	-	60,000	22,995	-	-
36230	Donations	-	-	-	9,750	-	-
36255	Misc	-	-	-	-	2151	-
36211	Investment Interest	4,065	3,946	2,273	785	293	1,200
Total Revenues		4,065	3,946	62,273	33,530	2,444	1,200
EXPENDITURES:							
304	Engineering	17,718	382	-	-	-	-
510	Land	-	-	-	-	-	-
524	Picnic Shelter	-	-	-	-	-	-
525	Playground	-	-	79,945	21,495	2,647	-
526	Park Path	-	-	-	-	-	-
527	Gen. Park Improvements	63,392	6,353	-	9,450	-	20,000
528	Court Improvements	-	-	-	-	-	-
Total Expenditures		81,110	6,735	79,945	30,945	2,647	20,000
Fund Balance Gain/Loss		(77,046)	(2,789)	(17,672)	2,585	(203)	(18,800)
39200	Transfers In	104,660	-	56,297	67,991	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		151,458	148,669	187,295	257,871	187,092	239,071

TIF Project Fund 405

DEPT. 48500		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		468,208	629,840	533,815	211,694	211,694	313,376
REVENUES:							
36211	Investment Interest	17,471	15,800	5,074	805	384	2,000
31050	Tax increment	137,953	141,815	167,422	162,194	-	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	6,344	-	-
Total Revenues		162,370	165,052	180,089	171,158	384	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	1,095	-	1,000
325	Other Imp. (Larpenteur)	-	-	-	-	-	-
General Operating Costs		738	747	2,210	1,095	-	1,000
Total Expenditures		738	747	2,210	1,095	-	1,000
Fund Balance Gain/Loss		161,632	164,305	177,878	170,063	384	162,000
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	260,329	500,000	68,381	-	-
Ending Fund Balance		629,840	533,815	211,694	313,376	212,078	475,376

Sewer Improvement Fund 407

DEPT. 48407		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		330,380	341,657	423,285	428,944	428,944	431,597
REVENUES:							
36211	Investment Interest	11,277	9,128	5,660	2,653	529	4,000
36100	Special Assessments	-	-	-	-	-	-
37240	Sewer Connections	-	72,500	-	-	-	-
Total Revenues		11,277	81,628	5,660	2,653	529	4,000
EXPENDITURES:							
304	Engineering	-	-	-	-	-	-
544	Other	-	-	-	-	-	-
Total Expenditures		-	-	-	-	-	-
Fund Balance Gain/Loss		11,277	81,628	5,660	2,653	529	4,000
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		341,657	423,285	428,944	431,597	429,473	435,597

Sanitary Sewer Enterprise Fund 601

DEPT. 49000		2008	2009	2010	2011	2012	2012
		Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE		201,790	218,207	224,352	233,066	233,066	276,084
REVENUES:							
37210	Sewer Charges	224,682	226,671	240,056	269,701	65,251	242,000
36211	Investment Interest	4,422	4,369	2,534	1,261	387	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	270,962	65,638	244,300
EXPENDITURES:							
101	Reg. FT Employees	17,451	22,169	22,825	23,733	1,125	27,742
102	On-Call Pay	11,822	13,193	10,884	10,689	2,481	12,000
121	PERA Contributions	1,981	2,286	2,409	2,457	667	2,881
122	FICA Contributions	2,469	2,683	2,724	2,706	734	3,040
131	Group Insurance	2,536	3,577	3,946	4,281	1,175	4,185
151	Worker's Comp.	858	1,932	1,798	921	-	2,764
Personnel Costs		37,117	45,840	44,586	44,787	6,182	52,612
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	394	369	536	742	58	700
227	Tools & Equipment	289	-	-	285	-	300
228	Misc. Repairs/Maint/Supply	-	-	244	-	-	400
301	Auditing	1,350	1,613	1,610	1,697	1,190	1,700
304	Engineering	2,997	3,211	481	-	313	3,000
308	Training/Conferences	560	300	-	300	600	500
315	Sewer Jetting	1,444	-	1,050	-	-	1,500
316	Sewer Televising	11,018	-	2,083	1,470	-	1,500
327	Other Services	6,040	11,408	13,312	6,667	2,385	7,000
331	Travel Expenses	-	119	-	-	-	100
361	General Liability	1,520	1,539	1,666	1,736	-	1,800
382	Water	66	69	63	68	-	100
387	Met Council Sewer Charges	115,587	128,590	132,610	134,611	39,062	120,000
391	Telephones/Pagers	228	263	244	252	36	300
402	City Truck Repair/Maint.	-	333	160	270	-	100
425	Clothing	786	933	942	768	129	1,000
442	Misc.	-	23	-	-	-	-
444	Contingency Funds	-	-	-	-	-	-
501	Depreciation	33,291	33,959	34,291	34,291	-	34,000
540	Machinery & Equipment	-	-	-	-	-	-
554	System Repairs (I/I)	-	-	-	-	-	-
Operating Costs		175,570	182,730	189,290	183,157	43,773	174,000
Total Expenses		212,687	228,570	233,876	227,944	49,955	226,612
Fund Balance Gain/Loss		16,417	6,145	8,714	43,018	15,683	17,688
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		218,207	224,352	233,066	276,084	248,749	293,772

Storm Sewer Enterprise Fund 602

DEPT. 49100	2008	2009	2010	2011	2012	2012
	Actual	Actual	Actual	Actual	As of Mar. 31	Adopted
BEGINNING BALANCE	(9,196)	23,572	29,421	34,434	34,434	50,455
REVENUES:						
37300 Storm Sewer Fee	48,763	48,351	53,621	60,725	16,299	55,000
36211 Investment Interest	429	791	471	223	71	500
39999 Other	-	-	-	-	-	-
Total Revenues	49,192	49,142	54,092	60,948	16,370	55,500
EXPENDITURES:						
101 Reg. FT Employees	16,112	19,898	23,459	24,139	1,713	31,835
102 On-Call Pay	3,792	2,768	4,186	4,111	1,034	5,000
121 PERA Contributions	1,318	1,431	1,941	1,981	634	2,671
122 FICA Contributions	1,644	1,693	2,203	2,192	695	2,818
131 Group Insurance	1,737	2,220	3,203	3,484	1,093	4,590
151 Workers Compensation	858	1,045	1,157	767	-	2,244
Personnel Costs	25,461	29,054	36,149	36,674	5,169	49,158
201 General Supplies	-	-	-	-	-	-
212 Motor Fuels	394	340	536	742	58	700
227 Tools & Equipment	51	-	-	50	-	-
228 Misc. Repairs/Maint/Supply	-	26	-	-	-	-
301 Auditing	1,350	1,613	1,610	1,697	1,190	1,700
304 Engineering	-	7,281	-	645	331	9,000
308 Training/Conferences	-	-	70	-	-	100
314 Street Sweeping	-	-	-	-	-	-
327 Other Services	5,759	1,454	6,127	1,177	310	2,500
352 Public Information Notice	-	80	84	41	-	100
361 General Liability	1,520	1,539	1,666	1,736	-	1,700
391 Telephones/Pagers	228	263	244	252	36	300
402 City Truck Repair/Maint.	-	333	160	270	-	500
425 Clothing	786	933	942	768	129	1,000
438 Dues & Subscriptions (Permits)	875	375	875	875	-	1,000
442 Misc. (Public Education)	-	-	617	-	-	1,000
444 Contingency Funds	-	-	-	-	-	-
501 Depreciation	-	-	-	-	-	-
540 Machinery & Equipment	-	-	-	-	-	-
554 Storm System Repairs	-	-	-	-	-	-
Operating Costs	10,963	14,238	12,930	8,253	2,054	19,600
Total Expenditures	36,424	43,293	49,080	44,927	7,223	68,758
Fund Balance Gain/Loss	12,768	5,849	5,013	16,021	9,147	(13,258)
39200 Transfers In	20,000	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	23,572	29,421	34,434	50,455	43,581	37,197

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date April 24, 2012

ITEM NUMBER: 2012 Business Licenses

STAFF INITIAL: KK

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

A list of business owners who have completed their license requirements and/or renewed their application for licensure for 2012.

The Snelling Company—HVAC Contractor
Precision Landscape and Tree, Inc.—Tree Contractor

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

Meeting Date April 24, 2012

ITEM NUMBER Police Contract

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the March 27 meeting, the Council reviewed the proposed 2013 police contract. The Council did not suggest any changes to the language of the contract. Unless the Council would like to amend the document, it could be approved at this meeting.

The council also discussed the need to continue dialoguing with the police on an alternative policing arrangement if the City's state aid allotment takes another hit. I sent the following letter to Chief Ohl and St. Anthony City Manager Mark Casey. They are available to meet during the day or in the evening. The Council may appoint one or two councilors to meet with St. Anthony staff (unless the entire Council would like to meet with Chief Ohl and Mark Casey).

OPTIONS:

1. Decide who will meet with St. Anthony staff to discuss the police contract.
2. Decide whether you want to approve the police contract—the deadline for reaching an agreement is June 15.

STAFF RECOMMENDATION:

1. Motion to appoint _____ to meet with St. Anthony to discuss policing options.
2. Motion to adopt the 2013 police contract with the City of St. Anthony as presented.

COUNCIL ACTION:

City of Lauderdale
The Island in the Metro

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

April 16, 2012

Chief John Ohl
City of St. Anthony
3301 Silver Lake Road
St. Anthony, MN 55418

Dear John,

The City Council discussed the proposed 2013 police contract at the March 27 city council meeting. During the discussion, I asked them to provide me feedback related to the contract and discuss whether they felt it was necessary to explore alternative policing arrangements based on on-going financial uncertainty.

The Council reiterated that they feel the police provide the City with great service, but they highlighted areas of concern to them. The first is patrol at the Larpenteur Avenue / Eustis Street intersection. Council members knew of two situations where pedestrians were hit by cars this year. If redevelopment plans for the corridor progress, there could be even more pedestrians in that area in the future. I know the officers actively monitor that area. If there is anything you think the City or Ramsey County could do to make the intersection safer, please let me know.

The Council also discussed the need for proactive parking enforcement. They want to be sure the police are investigating situations that seem out of the norm. Examples would be the semi parked overnight on Fulham Street we discussed recently or cars parked on the street longer than the 72-hours allowed by ordinance and overnight in the Park. Our location seems to attract these types of situations. The Council also reiterated the need for proactive enforcement of the winter parking rules to keep the roads clear and safe.

As you know, the Council is also working to eliminate the reliance on state aid and contingency planning for the worst case scenarios. 2013 is another legislative budgeting year and state aid may be on the chopping block again. The Council would like to appoint one or two council members to meet with you, your city manager, and myself to discuss whether or how the police services could change in response to budget constraints.

Call me to discuss when you find a moment – 651.792.7657.

Sincerely,



Heather Butkowski
City Administrator

Cc: Mark Casey

CONTRACT AGREEMENT
FOR POLICE SERVICES

This Agreement is made and entered into as of _____, 2014 between the CITY OF ST. ANTHONY, a municipal corporation under the laws of the State of Minnesota ("St. Anthony") and the CITY OF LAUDERDALE, a municipal corporation under the laws of the State of Minnesota ("Lauderdale"). The services to be performed under this Agreement will commence January 1, 20123.

I. PURPOSE

St. Anthony and Lauderdale have the power within their respective cities to provide for the prevention of crime and for police protection. Under Minnesota Statutes, Section 471.59, the cities may, by agreement, provide for the exercise of the police power by one city on behalf of the other city.

This Agreement sets forth the terms and conditions under which St. Anthony will provide police services for Lauderdale. St. Anthony will have full authority and responsibility to provide services in accordance with all enabling legislation under the laws of the State of Minnesota and the ordinances of Lauderdale. St. Anthony will provide feedback to the Lauderdale City Administrator and City Council on a regular and timely basis, and will actively support the creation of a Joint Advisory Committee pursuant to Section IX of this Agreement, whose members come from both cities, and whose purpose is to review, monitor, and ensure a successful relationship between the two cities under this Agreement.

II. INTERPRETATION

This Agreement is entered following the preparation by Lauderdale of a Request for Proposal for Police Services and the submission of a responsive Proposal by St. Anthony (the "Proposal"). To the extent that any of the provisions of this Agreement are inconsistent with the provisions of the Proposal, the provisions of this Agreement will control. If any provision of this Agreement is ambiguous, the parties agree that the Proposal may be looked to as evidence of the parties' intent.

III. SERVICES

St. Anthony will provide Lauderdale with 24 hour police service, and will physically place a certified officer within the boundaries of Lauderdale 24 hours each day, except in those instances when the officer makes an arrest and transports a prisoner, during mutual aid situations, when providing a backup for another officer, or when called away for a court appearance, booking or similar police matter. Subject to these exceptions and in normal circumstances, St. Anthony will provide 24 hours of police protection and police presence each day within the City of Lauderdale. In those instances stated above when an officer is not physically present in Lauderdale, St. Anthony will respond to emergency police calls with other officers.

IV. LEVEL OF SERVICES

During the term of this Agreement, St. Anthony will provide to Lauderdale the same police service extended to persons and property within St. Anthony, which will include, but not be limited to, the following:

- A. Patrol services, with random patrolling of all residential, business and public property areas during all shifts;
- B. Police presence within the boundaries of Lauderdale 24 hours each day, subject only to the exceptions noted above;
- C. Animal control services as provided within the City of St. Anthony by the animal control service employed by St. Anthony;

- D. Dispatching services are to be paid directly by the municipality served by Ramsey County Dispatch.
- E. Enforcement of all ordinances of Lauderdale which are intended to be enforced by police officers, with special attention being given to parking, winter and nuisance ordinances;
- F. Ticketing for traffic violations will be done routinely during normal shifts;
- G. Crime prevention programs that encourage community involvement and investment in the City of Lauderdale.
- H. Criminal investigations.
- I. Reports on police services and activities, including weekly, monthly and annual police reports;
- J. Responses to medical emergencies, fires and other emergencies; responses shall include, where appropriate, securing the scene for fire/rescue personnel, accompanying fire/rescue personnel to the hospital upon request of such personnel, and providing follow-up information to fire/rescue personnel upon request of such personnel;
- K. Officers will be available at Lauderdale City Hall to answer questions from, and provide information regarding police activities to, Lauderdale residents, business owners and staff on an as-needed basis;
- L. License inspections, background investigations and license enforcement services as called for under applicable state law or city ordinances;
- M. Review and comment, upon request, of proposed Lauderdale ordinances affecting police services or enforcement;
- N. Follow-up on reported crimes with the person(s) who reported the crime, including routine notification by telephone or mail as to the status of the investigation; and
- O. Special event traffic patrol services.

V. PAYMENT FOR SERVICES

This Agreement will be effective January 1, 20123, and will continue until December 31, 20123. In consideration of the services to be provided under this Agreement, Lauderdale will pay St. Anthony an annual fee of ~~\$596,069~~ 602,030 for the year 20123, for police service under this Agreement.

VI. METHOD OF PAYMENT

St. Anthony will bill Lauderdale monthly for 1/12 of the annual fee, and Lauderdale will promptly remit payments to St. Anthony within 30 days after receiving each billing from St. Anthony.

VII. LIABILITY

St. Anthony will be responsible for all liability incurred as a result of the actions of St. Anthony police officers under this Agreement, and will hold Lauderdale, its officers and employees harmless for any

liability resulting from actions of a St. Anthony employee and shall defend Lauderdale, its officers and employees, against any claim for damages arising out of St. Anthony's performance of this Agreement; provided, however, that if the claim, action or liability is one which is insured by St. Anthony's liability insurer, Lauderdale will bear the first \$5,000.00 of expense for any such claim, action or liability, or expenses relation thereto, including attorneys' fees, to the extent not covered by the insurer because of a deductible amount under the policy (which deductible amount is currently \$10,000.00).

VIII. ADMINISTRATIVE RESPONSIBILITY

The law enforcement and police services rendered to Lauderdale will be under the sole direction of St. Anthony. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulations and policies related to police employment, services and activities, will be within the exclusive control of St. Anthony. The parties hereto expressly affirm the importance of work force diversity and St. Anthony agrees to use reasonable efforts, within applicable departmental budgetary limits, to recruit qualified female and minority police officers.

IX. JOINT ADVISORY COMMITTEE

Both cities will appoint members to a Joint Advisory Committee. The committee will meet at least once a year to ensure that this Agreement and the services performed pursuant to this Agreement are meeting the expectations of both cities. Any recommendations of the committee will be strictly advisory.

X. COMMUNICATIONS, EQUIPMENT AND SUPPLIES

St. Anthony will furnish all communication equipment and any necessary supplies required to perform the services, which are to be rendered under this Agreement.

XI. COOPERATION AND ASSISTANCE AGREEMENTS

Lauderdale will be included in all Cooperative Agreements entered into by the St. Anthony Police Department with other police services units.

XII. HEADQUARTERS

Headquarters for services rendered to Lauderdale under this Agreement will be located at offices owned or leased by St. Anthony. The citizens of Lauderdale may notify headquarters or Ramsey County radio dispatch for police services requested either in person or by some other means of communication. St. Anthony officers may take routine telephone calls and complete routine reports for Lauderdale at the Lauderdale City Hall, and Lauderdale will have facilities available to the officers at Lauderdale City Hall for this purpose. The facilities will include a desk, telephone, fax and copier.

XIII. EMPLOYEES OF ST. ANTHONY

Officers assigned to duty in Lauderdale will at all times be employees of St. Anthony. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of St. Anthony. Lauderdale will not be required to furnish any fringe benefits or assume any other liability of employment to any officer assigned to duty within Lauderdale.

XIV. ENFORCEMENT POLICIES

Enforcement policies of St. Anthony will prevail as the enforcement policies within Lauderdale. A written statement of the current enforcement policies of St. Anthony will be provided in writing to Lauderdale.

XV. ENFORCEMENT OF ORDINANCES OF THE CITY OF LAUDERDALE

St. Anthony officers assigned to duty within Lauderdale will enforce Lauderdale ordinances to the extent appropriate for enforcement by police officers.

XVI. OFFICERS OF LAUDERDALE

The officer's assigned duty within Lauderdale will be provided with authority to enforce the laws of the City of Lauderdale by proper action to be taken by the Lauderdale City Council, and while performing services under this Agreement will be considered police officers of Lauderdale. The Chief of Police of St. Anthony will furnish to the Lauderdale City Administrator the names of all St. Anthony police officers assigned to Lauderdale and all such officers will be appointed officers of the City of Lauderdale.

XVII. OFFENSES

All offenses within Lauderdale charged by police officers under this Agreement will be charged in accordance with Lauderdale ordinances when possible; otherwise, the charge will be made in accordance with the laws of the State of Minnesota or the laws of the United States of America.

XVIII. COMMUNICATIONS

St. Anthony agrees to provide the Lauderdale Administrator with weekly, monthly and annual police reports, in a format as is mutually agreed to by the St. Anthony Police Chief and the Lauderdale City Administrator.

The St. Anthony Police Chief will regularly communicate with the Lauderdale City Administrator in order to ensure that Lauderdale is knowledgeable about any police activity in the City, and at the request of the Administrator the Police Chief will make presentations to the Lauderdale City Council.

XIX. PROSECUTION AND REVENUES

Lauderdale will pay all costs of prosecution for all offenses charged within its boundaries or under its ordinances. LEAA funds and confiscated drug funds will be retained by St. Anthony. Fine revenues will be paid to Lauderdale. P.O.S.T. training funds will be used for officer training.

XX. CONTINUATION OF AGREEMENT

This Agreement will be effective January 1, 2012³ and will continue until December 31, 2012³ or until terminated as described in Paragraph XXI below. In consideration for services provided under this Agreement, St. Anthony and Lauderdale shall establish the fee for police services for the time period after December 31, 2012³ by June 15, 2012³.

XXI. TERMINATION OF AGREEMENT

Either St. Anthony or Lauderdale may terminate the Agreement by submitting a written notification to terminate to the City Administrator of Lauderdale and the City Manager of St. Anthony by June 15, 2012. Termination of this Agreement shall be effective on December 31st at 11:59 p.m. of the year that either Lauderdale or St. Anthony terminates the Agreement.

XXII. REVIEW OF AGREEMENT

From time to time the terms and conditions of this Agreement shall be reviewed and revised, as St. Anthony and Lauderdale deem necessary.

XXIII. ASSIGNMENT

The rights and obligations of the parties under this Agreement will not be assigned, and St. Anthony will not subcontract for any services to be furnished to Lauderdale (except as otherwise provided in this Agreement), without the prior written consent of the other party.

The parties hereto have executed this Agreement as of the date first above stated.

CITY OF LAUDERDALE

CITY OF ST. ANTHONY

By: _____
Mayor

By: _____
Mayor

By: _____
City Administrator

By: _____
City Manager

Date: _____

Date: _____