

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, JANUARY 13, 2015**  
**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. **SWEARING IN CEREMONY**
2. **CALL THE MEETING TO ORDER**
3. **ROLL CALL**
4. **APPROVALS**
  - a. Agenda
  - b. Minutes of the December 9 and December 16, 2014 City Council Meetings
  - c. Claims Totaling \$236,714.28
5. **CONSENT**
  - a. 2015 Investment Policy
  - b. Designating Official Depository and Investment Institutions – Resolution 011315A
  - c. November Finances
  - d. 2015 City Council Schedule
  - e. Non-union Staff Compensation
  - f. Donation from the Twin City's Chinese Christian Church
  - g. 2015 Tobacco and Alcohol Licenses
6. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
7. **INFORMATIONAL PRESENTATIONS / REPORTS**
8. **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.
9. **DISCUSSION / ACTION ITEMS**
  - a. Appointments and Committee Assignments
  - b. 2015 Fee Schedule – Resolution 011315B
  - c. Agreement with Car2Go
10. **ITEMS REMOVED FROM THE CONSENT AGENDA**
11. **ADDITIONAL ITEMS**
12. **SET AGENDA FOR NEXT MEETING**
  - a. Storm Water Ordinance Revisions

- b. Transfers from Fund 601 to Fund 407
- c. No Fault Sanitary Sewer Insurance
- d. Approval of Variances for 2345 Summer Street – Resolution 011315B
- e. Recreation Agreement with the City of Falcon Heights
- f. Discussion with Owner of Finn Sisu – January 27
- g. Discussion with Green Steps Cities Staff – February 10

**13. 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. Discussion with Shawn Punjwani, Owner of SuperUSA
- c. Planning for Staffing Changes
- d. Remote Meeting Attendance Policy
- e. Community Development Update

**14. ADJOURNMENT**

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MEETING MINUTES  
Lauderdale City Hall  
1891 Walnut Street  
Lauderdale, MN 55113

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December 9, 2014

Mayor Pro Tem Gaasch called the City Council meeting to order at 7:34 p.m.

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

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

**Mayor Dains asked for changes to the meeting agenda. Councilor Mac Lean added parking on Eustis Street to the agenda. Councilor Grove moved to approve the amended agenda. Councilor Mac Lean seconded the motion and it passed unanimously.**

**Councilor Mac Lean moved to approve the November 25, 2014 City Council meeting minutes. Councilor Hawkinson seconded the motion and it passed unanimously.**

**Councilor Mac Lean moved approval of the claims totaling \$84,998.83. Councilor Hawkinson seconded the motion and it passed unanimously.**

*There were no items on the Consent Agenda.*

*Discussion Items:*

*2015 Budget and Levy*

Butkowski presented information to the Council regarding the proposed budget and levy and how it would affect property owners. The City is scheduled to receive \$624,357.00 in Local Government Aid and \$129,076 in Fiscal Disparities. The preliminary levy was set at \$495,281, the same as for 2014. The final levy cannot be higher than that. The median home value increased seven percent for 2015, pushing it to \$175,000.00. Due to flat commercial property values relative to the rising home values, more of the property tax burden will be paid by residential properties.

Butkowski stated the largest expense in 2015 continues to be public safety which makes up 54% of the budget followed by Administration at 15%, Public Works at 8%, and Parks and Recreation at 6%.

Butkowski stated the final debt payment from the street improvement projects will be made in February 2015.

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Mayor Pro Tem Gaasch opened the Truth in Taxation public hearing on the 2015 City Budget and Levy at 7:43 p.m. No one addressed the Council. Mayor Pro Tem Gaasch closed the public hearing at 7:44 p.m.

**Councilor Mac Lean moved to approve the 2015 Lauderdale City Budget and Resolution 120914A – A Resolution Levying Taxes for 2014 Payable in 2015 in the amount of \$624,357. Councilor Hawkinson seconded the motion and it passed unanimously.**

The City Council thanked Butkowski for her presentation and work on the city budget.

Mayor Dains joined the meeting at 7:45 p.m.

*Variance Request – 2345 Summer Street*

The variance request was tabled at the last Council Meeting to allow staff to draft conditions that would address the neighbors' concerns. In summary, Bownik stated the conditions are to upgrade the driveway to asphalt or concrete per city code, to have a dumpster on site during construction, obtain a building permit within six months of approval of the resolution granting the variance, and complete the project within one year of the building permit being issued. If the project is not completed, a new building permit will be required for the uncompleted portion of the project. The Council felt these conditions were reasonable and addressed the neighbors' concerns.

**Councilor Gaasch moved to approve the variance with conditions and directed staff to draft a resolution of approval with findings of facts for the next City Council meeting. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Fence Permit Application – 1924 Walnut Street*

Bownik explained that William Silverman built a wire fence in the ROW without applying for a fence permit. The fence did not meet the city code due to it being built in the right-of-way. He is requesting that the Council allow him to keep it. Butkowski said the Council can deny his request or approve it with or without conditions.

**Councilor Gaasch moved to approve the fence permit with the condition that the fence cannot be replaced in the same location without Council approval. Councilor Grove seconded the motion and it passed unanimously.**

*Phased Retirement Agreement with Joe Hughes*

Butkowski stated that Hughes could return to work as a part-time employee if the Council entered into a Phased Retirement Agreement with him. Butkowski suggested this option as a

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stop-gap measure until a new employee to replace Joe is hired and trained. The agreement as presented would hire him back at his current hourly rate of pay without any other benefits.

**Councilor Mac Lean moved to approve the Phased Retirement Agreement as presented. Councilor Hawkinson seconded the motion and it passed unanimously.**

*Seasonal Public Works Staff*

Butkowski stated an individual who is a City resident expressed interest in working part-time and would be available for snow plowing and flooding the ice rink among other duties which Joe Hughes is gone. As another person expressed interest in the position, the Council directed staff to post the position through Friday December 12 and interview the candidates. The Council will hold a special meeting to choose the recommended candidate on December 16.

*Cleaning Service Contract*

As part of the staffing changes in public works, staff requested the Council consider a weekly cleaning service for City Hall with staff doing the mid-week cleanings. Bownik stated he received two bids for cleaning services. Both vendors came with strong recommendations. The bids were from Compton Cleaning Services at \$645 and \$446 for Vanguard. These are monthly fees which include extra cleaning services such as an annual window, wall, and carpet cleaning.

**Councilor Mac Lean moved to approve the hiring of Vanguard Services to provide cleaning services at City Hall. Councilor Hawkinson seconded the motion and it passed unanimously.**

*City Hall Staffing – December 26*

Based on the holiday schedule this year, Butkowski asked the Council whether City Hall could be closed on December 26. Public works staff would work if there was a snow event or if City Hall needed cleaning after holiday gatherings. After discussion, the Council closed City Hall on December 26 and granted staff an additional staff appreciation day.

**Councilor Mac Lean moved to authorize staff to close City Hall on December 26 and granted staff an additional day of leave. Councilor Gaasch seconded the motion and it passed unanimously.**

*Additional Items:*

*Parking on Eustis Street*

Councilor Mac Lean stated she has had residents ask about one side parking on Eustis Street during the winter. Butkowski stated that Ramsey County has scheduled a mill and overlay for 2015 and the road could be restriped with a full-width parking lane on one side and a walk/bike lane on the other.

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The Council has discussed parking on Eustis in the past and how to improve safety. During the winter months, staff can post temporary no parking signs if needed.

**Councilor Gaasch moved to authorize staff to use their discretion to post no parking signs on Eustis Street during the winter. Councilor Grove seconded the motion and it passed unanimously.**

The agenda for the next meeting may include the 2015 Council Schedule, Fee Schedule, and Council Appointments, in addition to fund transfers, No Fault Sewer Insurance policy, and a discussion with the owner of SuperUSA regarding 2430 Larpenteur.

*Work Session:*

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

Mayor Dains asked if anyone wished to address the Council. No one came forward.

*Car2Go*

Josh Johnson, from Car2Go (C2G), addressed the Council. Johnson explained that C2G is a car sharing business in which members use vehicles for generally short durations and are charged per minute. C2G currently only is in use in Minneapolis and St. Paul. A Lauderdale resident expressed interest in using the service in Lauderdale and Johnson stated there is enough density in Lauderdale to allow for the service. C2G has also contacted Falcon Heights about expanding their service there.

The Council asked Johnson about parking in winter which Johnson stated Car2Go has staff which are able to move cars in a snow emergency. Johnson estimated that there could be five to possibly ten cars being used or parked in Lauderdale. Cars do not stay in the same place for very long as the company needs them to be producing revenue.

Councilor Gaasch stated that Car2Go would be valuable to residents of Lauderdale to give them more and better transit options.

Johnson stated if the Council approved C2G to be in the City they would need an agreement to get started. Johnson also stated that C2G will market and promote their service to elicit interest from residents.

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*Community Development Update*

Stacy Kvilvang, from Ehlers, the City's financial advisor is back to work and can be a part of the tour staff is setting up with the Twin Cities Chinese Christian Church as they will be selling their building soon. Kvilvang may be able to help connect them to buyers that would use the building or land for a use the City Council would like to see.

Butkowski stated that the owners of Finn Sisu and the SuperUSA will attend the next two meetings.

**There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 9:15 p.m.**

Respectfully submitted,

Kevin Kelly  
Deputy City Clerk

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December 16, 2014

Mayor Dains called the special meeting of the City Council to order at 7:30 p.m.

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

Staff present: Heather Butkowski, City Administrator.

**Mayor Dains asked for changes to the meeting agenda. Councilor Gaasch moved to approve the agenda. Councilor Grove seconded the motion and it passed unanimously.**

**Councilor Hawkinson moved approval of the claims totaling \$34,357.68. Councilor Mac Lean seconded the motion and it passed unanimously.**

*Discussion Item: Seasonal Public Works Staff*

At the last meeting, the Council considered hiring someone who would work part-time and be available for plowing and rink flooding this winter. Two people expressed interest in the position. The Council directed staff to post the position through Friday December 12, interview the candidates, and bring a recommendation back to the Council.

Butkowski said the candidates were evaluated on five criteria: availability, safety training, rink/park maintenance experience, plowing experience, and responses to scenarios presented as interview questions. Both candidates had a wealth of experience but one candidate's more closely aligned with the immediate needs of the City. That candidate was Gordon Beck.

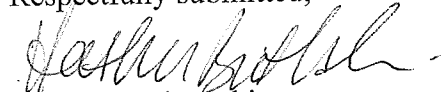
**Councilor Gaasch moved to hire Gordon Beck as the temporary, seasonal public works maintenance employee until April 6, 2015. Councilor Grove seconded the motion.**

Mayor Dains noticed the duration of the employment would trigger union membership rules. The Council discussed hiring Beck through March 27, 2015.

**Councilor Hawkinson offered a friendly amendment to the original motion to limit Beck's employment to March 27. Councilor Gaasch accepted the friendly amendment and provided the second. The motion passed unanimously.**

**There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 7:39 p.m.**

Respectfully submitted,



Heather Butkowski  
City Administrator



**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**January 13, 2015 City Council Meeting**

Payroll

12/19/14 Payroll: Direct Deposit # 501913-501922	\$9,183.91
12/19/14 Payroll: Payroll Liabilities, e-payments 947E-949E	\$7,430.62
12/31/14 Payroll: Direct Deposit # 501923-501928	\$8,289.57
12/31/14 Payroll: Payroll Liabilities, e-payments 951E-953E	\$6,193.54
1/2/15 Payroll: Direct Deposit # 501929-501937	\$2,602.68
1/2/15 Payroll: Payroll Liabilities, e-payments 954E-955E	\$1,014.72

Vendor Claims

12/31/14 Claims: Check #'s 22589-22599	\$5,876.26
1/13/15 Claims: Check #'s 22600-22611, e-payment 956E	\$192,543.18
1/13/15 Claims: Check #'s 22612-22622	\$3,579.80

**SUBTOTAL \$236,714.28**

**Total Claims for Approval**

**\$236,714.28**

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501919	000000002	HINRICHS, DAVID C	26	BI-WEEKLY	\$1,168.50	12/19/2014	Outstanding
501920	000000005	HUGHES, JOSEPH A	26	BI-WEEKLY	\$1,762.25	12/19/2014	Outstanding
501915	000000010	DAINS, JEFFREY	26	BI-WEEKLY	\$334.42	12/19/2014	Outstanding
501913	000000011	BOWNIK, JAMES	26	BI-WEEKLY	\$1,417.43	12/19/2014	Outstanding
501914	000000007	BUTKOWSKI-HINRICHS, HE	26	BI-WEEKLY	\$2,259.29	12/19/2014	Outstanding
501918	000000041	HAWKINSON, DENISE	26	BI-WEEKLY	\$230.87	12/19/2014	Outstanding
501922	000000013	MAC LEAN, LARA	26	BI-WEEKLY	\$230.87	12/19/2014	Outstanding
501917	000000019	GROVE, BARBARA ROXANN	26	BI-WEEKLY	\$230.87	12/19/2014	Outstanding
501916	000000020	GAASCH, MARY A.	26	BI-WEEKLY	\$230.87	12/19/2014	Outstanding
501921	000000027	KELLY, KEVIN	26	BI-WEEKLY	\$1,318.54	12/19/2014	Outstanding
					<u>\$9,183.91</u>		

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**\*Claim Register©**

121914pyrll

DECEMBER 2014

Claim Type	Direct					
Claim#	4383	NORTH STAR BANK, CHECKING ST	Ck# 000947E	12/18/2014		
Cash Payment	G 101-21701	FEDERAL TAXES		12/19/14	Payroll	\$1,310.97
Invoice		PO 9 0 0				
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/19/14	Payroll	\$2,344.86
Invoice						
Transaction Date	12/18/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$3,655.83</b>
Claim#	4384	PERA	Ck# 000948E	12/18/2014		
Cash Payment	G 101-21704	PERA		12/19/14	Payroll	\$1,736.16
Invoice						
Transaction Date	12/18/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,736.16</b>
Claim#	4385	ICMA RETIREMENT TRUST - 457	Ck# 000949E	12/18/2014		
Cash Payment	G 101-21705	ICMA RETIREMENT		12/19/14	Payroll	\$2,038.63
Invoice						
Transaction Date	12/18/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$2,038.63</b>
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$7,430.62</b>

Pre-Written Check	\$7,430.62
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$7,430.62</b>

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Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501926	000000002	HINRICHS, DAVID C	26.01	BI-WEEKLY	\$1,738.46	12/31/2014	Outstanding
501927	000000005	HUGHES, JOSEPH A	26.01	BI-WEEKLY	\$1,418.30	12/31/2014	Outstanding
501924	000000011	BOWNIK, JAMES	26.01	BI-WEEKLY	\$1,333.97	12/31/2014	Outstanding
501925	000000007	BUTKOWSKI-HINRICHS, HE	26.01	BI-WEEKLY	\$1,928.35	12/31/2014	Outstanding
501928	000000027	KELLY, KEVIN	26.01	BI-WEEKLY	\$1,129.67	12/31/2014	Outstanding
501923	000000029	BECK, GORDON	26.01	BI-WEEKLY	\$740.82	12/31/2014	Outstanding
					<u>\$8,289.57</u>		

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**\*Claim Register©**

123114pyrll

DECEMBER 2014

Claim Type	Direct					
Claim#	4396	NORTH STAR BANK, CHECKING ST	Ck# 000951E	12/31/2014		
Cash Payment	G 101-21701	FEDERAL TAXES		12/31/2014	Payroll	\$1,173.43
	Invoice					
Cash Payment	G 101-21703	FICA WITHHOLDING.		12/31/2014	Payroll	\$1,771.22
	Invoice					
Transaction Date	12/31/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$2,944.65</b>
Claim#	4397	PERA	Ck# 000952E	12/31/2014		
Cash Payment	G 101-21704	PERA		12/31/2014	Payroll	\$1,447.56
	Invoice					
Transaction Date	12/31/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,447.56</b>
Claim#	4398	MN DEPARTMENT OF REVENUE	Ck# 000953E	12/31/2014		
Cash Payment	G 101-21702	STATE WITHHOLDING		12/31/2014	Payroll	\$1,801.33
	Invoice					
Transaction Date	12/31/2014	Due 0	NORTH STAR CHE	10100	<b>Total</b>	<b>\$1,801.33</b>
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$6,193.54</b>

Pre-Written Check	\$6,193.54
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$6,193.54</b>

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## Paid Register

Check Numbe	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501933	000000002	HINRICHS, DAVID C	1	BI-WEEKLY	\$506.07	1/2/2015	Outstanding
501934	000000005	HUGHES, JOSEPH A	1	BI-WEEKLY	\$261.99	1/2/2015	Outstanding
501931	000000011	BOWNIK, JAMES	1	BI-WEEKLY	\$376.05	1/2/2015	Outstanding
501929	000000101	DUBORD, ANDREW	1	BI-WEEKLY	\$333.79	1/2/2015	Outstanding
501932	000000007	BUTKOWSKI-HINRICHS, HE	1	BI-WEEKLY	\$538.43	1/2/2015	Outstanding
501937	000000024	WISEN, NOLAN	1	BI-WEEKLY	\$54.02	1/2/2015	Outstanding
501935	000000027	KELLY, KEVIN	1	BI-WEEKLY	\$321.68	1/2/2015	Outstanding
501930	000000029	BECK, GORDON	1	BI-WEEKLY	\$90.13	1/2/2015	Outstanding
501936	000000030	WISEN, NOAH	1	BI-WEEKLY	\$120.52	1/2/2015	Outstanding
					<u>\$2,602.68</u>		

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010215pyrll

JANUARY 2015

Claim Type	Direct					
Claim#	4400	NORTH STAR BANK, CHECKING ST	Ck# 000954E	1/8/2015		
Cash Payment	G 101-21701	FEDERAL TAXES		1/2/2015	Payroll	\$150.42
	Invoice					
Cash Payment	G 101-21703	FICA WITHHOLDING.		1/2/2015	Payroll	\$502.70
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$653.12
Claim#	4401	PERA	Ck# 000955E	1/8/2015		
Cash Payment	G 101-21704	PERA		1/2/2015	Payroll	\$361.60
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$361.60
					<b>Tota</b>	<b>\$1,014.72</b>

Pre-Written Check	\$1,014.72
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$1,014.72</b>

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\*Claim Register©

123114cl

DECEMBER 2014

<b>Claim Type</b>	Direct				
<b>Claim#</b>	4386	SUBURBAN ACE HARDWARE	Ck# 022599	12/31/2014	
Cash Payment	E 101-43000-228	MISC REPAIRS MAINT S	Paint and Mouse Bait		\$25.97
	Invoice				
Transaction Date	12/19/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$25.97
<b>Claim#</b>	4387	NORTH SUBURBAN ACCESS CORP	Ck# 022596	12/31/2014	
Cash Payment	E 202-49500-327	OTHER SERV- SEWER/N	4Q14 Webstreaming/Programming		\$729.91
	Invoice				
Transaction Date	12/19/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$729.91
<b>Claim#</b>	4388	SCHARBER AND SONS	Ck# 022597	12/31/2014	
Cash Payment	E 101-45200-403	TRACTOR/MOWER REP	Fuel Tank Troubleshoot/Repair - Tractor		\$243.64
	Invoice				
Transaction Date	12/22/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$243.64
<b>Claim#</b>	4389	STANTEC	Ck# 022598	12/31/2014	
Cash Payment	E 602-49100-304	ENGINEERING	2013 MS4 SWPPP		\$354.00
	Invoice				
Cash Payment	E 405-48500-325	LARPENTEUR AVE IMPR	Larpenteur Avenue Project		\$1,005.36
	Invoice				
Cash Payment	E 405-48500-327	OTHER SERV- SEWER/N	Sewer Lining Project		\$661.00
	Invoice				
Transaction Date	12/22/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$2,020.36
<b>Claim#</b>	4390	METRO SALES, INC.	Ck# 022594	12/31/2014	
Cash Payment	E 101-41200-401	COPIER CONTRACT	October-November Copier Charge		\$121.01
	Invoice				
Transaction Date	12/22/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$121.01
<b>Claim#</b>	4391	EUREKA RECYCLING	Ck# 022592	12/31/2014	
Cash Payment	E 203-50000-389	RECYCLING CONTRACT	12/14 Recycling Contract		\$2,315.80
	Invoice				
Transaction Date	12/22/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$2,315.80
<b>Claim#</b>	4392	LOFFLER COMPANIES, INC.	Ck# 022593	12/31/2014	
Cash Payment	E 101-41200-201	GENERAL SUPPLIES	1 Toner Cartridge (HP)		\$83.00
	Invoice				
Transaction Date	12/29/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$83.00
<b>Claim#</b>	4393	AMERIPRIDE	Ck# 022590	12/31/2014	
Cash Payment	E 101-41200-201	GENERAL SUPPLIES	2 Boxes of Paper Towels		\$108.31
	Invoice				
Transaction Date	12/29/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$108.31
<b>Claim#</b>	4394	BUTKOWSKI, HEATHER	Ck# 022591	12/31/2014	
Cash Payment	E 101-41200-331	TRAVEL EXPENSE	3Q14 Mileage Reimbursement		\$45.19
	Invoice				
Cash Payment	E 101-41200-331	TRAVEL EXPENSE	4Q14 Mileage Reimbursement		\$14.00
	Invoice				
Transaction Date	12/30/2014	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$59.19
<b>Claim#</b>	4395	NORTH STAR BANK, PETTY CASH	Ck# 022595	12/31/2014	
Cash Payment	E 101-41200-203	POSTAGE	Certified Letter		\$6.49
	Invoice				



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**\*Claim Register©**

123114cl

DECEMBER 2014

Cash Payment Invoice	E 101-41200-201 GENERAL SUPPLIES	Joe Hughes retirement cake		\$18.99
Cash Payment Invoice	E 101-41200-201 GENERAL SUPPLIES	Key Cut for City Hall		\$10.67
Cash Payment Invoice	E 101-45200-391 TELEPHONE/PAGERS	Warming House Phone		\$21.54
Transaction Date	12/30/2014	Due 0 NORTH STAR CHE 10100	<b>Total</b>	<b>\$57.69</b>
Claim#	4399 AFSCME	Ck# 022589 12/31/2014		
Cash Payment Invoice	G 101-21709 UNION DUES	12/14 Union Dues		\$111.38
Transaction Date	12/31/2014	Due 0 NORTH STAR CHE 10100	<b>Total</b>	<b>\$111.38</b>
	<b>Claim Type</b>	<b>Direct</b>	<b>Tota</b>	<b>\$5,876.26</b>

Pre-Written Check	\$5,876.26
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$5,876.26</b>

CITY OF LAUDERDALE

**\*Check Detail Register©**

JANUARY 2015

Check Amt Invoice Comment

**10100 NORTH STAR CHECKING**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>10100 NORTH STAR CHECKING</b>					
Paid Chk# 000956E	1/8/2015	US BANK, DEBT SERVICES			
E 304-47400-611		BOND INTEREST	\$1,890.00		Final 2003A Bond Payment
E 304-47400-601		BOND PRINCIPAL	\$105,000.00		Final 2003A Bond Payment
		<b>Total US BANK, DEBT SERVICES</b>	<b>\$106,890.00</b>		
Paid Chk# 022600	1/13/2015	AMERIPRIDE			
E 101-41200-201		GENERAL SUPPLIES	\$108.31		2 boxes of paper towels
		<b>Total AMERIPRIDE</b>	<b>\$108.31</b>		
Paid Chk# 022601	1/13/2015	CITY OF FALCON HEIGHTS			
E 101-42100-320		FIRE CONTRACT	\$17,303.00		2015 Readiness to Serve & Capital Share
		<b>Total CITY OF FALCON HEIGHTS</b>	<b>\$17,303.00</b>		
Paid Chk# 022602	1/13/2015	CITY OF ST ANTHONY			
E 101-42100-319		POLICE CONTRACT	\$52,865.50		1/15 Police Contract
		<b>Total CITY OF ST ANTHONY</b>	<b>\$52,865.50</b>		
Paid Chk# 022603	1/13/2015	GLTC PREMIUM PAYMENTS			
G 101-21706		HEALTH INSURANCE	\$50.90		1/15 Long Term Care Plan
		<b>Total GLTC PREMIUM PAYMENTS</b>	<b>\$50.90</b>		
Paid Chk# 022604	1/13/2015	LOFFLER COMPANIES, INC.			
E 101-41200-201		GENERAL SUPPLIES	\$83.00		1 Toner Cartridge (HP)
		<b>Total LOFFLER COMPANIES, INC.</b>	<b>\$83.00</b>		
Paid Chk# 022605	1/13/2015	MET COUNCIL ENVIRONMENTAL SER.			
E 601-49000-387		WATER TREATMENT SERVICE	\$11,019.42		2/15 Waste Water Treatment
		<b>otal MET COUNCIL ENVIRONMENTAL SER.</b>	<b>\$11,019.42</b>		
Paid Chk# 022606	1/13/2015	METRO CITIES			
E 101-41200-438		DUES & SUBSCRIPTIONS	\$1,140.00		2015 Dues
		<b>Total METRO CITIES</b>	<b>\$1,140.00</b>		
Paid Chk# 022607	1/13/2015	PIONEER PRESS			
E 101-41200-438		DUES & SUBSCRIPTIONS	\$247.00		52 Week Subscription
		<b>Total PIONEER PRESS</b>	<b>\$247.00</b>		
Paid Chk# 022608	1/13/2015	POSTMASTER - NEWSLETTER			
E 101-41200-203		POSTAGE	\$2,000.00		Permit #1073 Deposit to Account
		<b>Total POSTMASTER - NEWSLETTER</b>	<b>\$2,000.00</b>		
Paid Chk# 022609	1/13/2015	RAMSEY COUNTY, PROP REC & REV			
E 101-41200-355		MISC PRINTING/PROCESS SER	\$25.00		1/15 Employee Insurance
G 101-21706		HEALTH INSURANCE	\$448.02		1/15 Employee Insurance
		<b>Total RAMSEY COUNTY, PROP REC &amp; REV</b>	<b>\$473.02</b>		
Paid Chk# 022610	1/13/2015	US BANK EQUIPMENT FINANCE			
E 101-41200-401		COPIER CONTRACT	\$149.00		1/15 Ricoh Copier Contract

CITY OF LAUDERDALE

**\*Check Detail Register©**

JANUARY 2015

Check Amt Invoice Comment

		Check Amt	Invoice	Comment
<b>Total US BANK EQUIPMENT FINANCE</b>		\$149.00		
Paid Chk#	022611		1/13/2015	WASTE MANAGEMENT
E 101-43000-384	REFUSE DISPOSAL	\$214.03		1/15 PW Dumpster
<b>Total WASTE MANAGEMENT</b>		\$214.03		
<b>10100</b>	<b>NORTH STAR CHECKING</b>	\$192,543.18		

Fund Summary

<b>10100 NORTH STAR CHECKING</b>		
101 GENERAL		\$74,633.76
304 03 ST/UTIL IMP DEBT SERVICE		\$106,890.00
601 SEWER UTILITIES		\$11,019.42
		<u>\$192,543.18</u>

CITY OF LAUDERDALE

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\*Claim Register©

011315cl2014

JANUARY 2015

<b>Claim Type</b>	Direct					
<b>Claim#</b>	4402 8TH DAY LANDSCAPING	Ck# 022612	1/13/2015			
Cash Payment	E 101-43000-313 SNOW & ICE REMOVAL	December LA sidewalks				\$645.00
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$645.00
<b>Claim#</b>	4403 CITY OF FALCON HEIGHTS	Ck# 022613	1/13/2015			
Cash Payment	E 101-42100-321 FIRE CALLS	12/14 Fire Calls				\$457.68
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$457.68
<b>Claim#</b>	4404 CROIX OIL	Ck# 022614	1/13/2015			
Cash Payment	E 101-43000-212 MOTOR FUELS	11/14 & 12/14 Motor Fuel				\$105.18
	Invoice					
Cash Payment	E 601-49000-212 MOTOR FUELS	11/14 & 12/14 Motor Fuel				\$22.54
	Invoice					
Cash Payment	E 602-49100-212 MOTOR FUELS	11/14 & 12/14 Motor Fuel				\$22.54
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$150.26
<b>Claim#</b>	4405 G & K SERVICES	Ck# 022615	1/13/2015			
Cash Payment	E 602-49100-425 CLOTHING	12/14 PW Clothing				\$50.15
	Invoice					
Cash Payment	E 601-49000-425 CLOTHING	12/14 PW Clothing				\$50.15
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$100.30
<b>Claim#</b>	4406 GOPHER STATE ONE-CALL	Ck# 022616	1/13/2015			
Cash Payment	E 101-43400-386 GOPHER STATE ONE CA	12/14 Locates				\$14.60
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$14.60
<b>Claim#</b>	4407 HOME DEPOT CRC	Ck# 022617	1/13/2015			
Cash Payment	E 101-43000-228 MISC REPAIRS MAINT S	Sidewalk Salt, cleaning supplies & general supplies				\$87.81
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$87.81
<b>Claim#</b>	4408 RAMSEY COUNTY, PROP REC & RE	Ck# 022618	1/13/2015			
Cash Payment	E 101-42100-442 MISC	12/14 800 MHz radio license				\$6.24
	Invoice					
Cash Payment	E 101-42100-318 911 Dispatch	12/14 911 Dispatch				\$1,172.89
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$1,179.13
<b>Claim#</b>	4409 SAM S CLUB	Ck# 022619	1/13/2015			
Cash Payment	E 601-49000-212 MOTOR FUELS	Oil and Transmission Fuel				\$50.00
	Invoice					
Cash Payment	E 602-49100-212 MOTOR FUELS	Oil and Transmission Fuel				\$50.00
	Invoice					
Cash Payment	E 101-43000-228 MISC REPAIRS MAINT S	Batteries & CFL Light Bulbs				\$53.10
	Invoice					
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$153.10
<b>Claim#</b>	4410 XCEL ENERGY, 2430 LARPEN TEUR	Ck# 022620	1/13/2015			

CITY OF LAUDERDALE

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**\*Claim Register©**

011315cl2014

JANUARY 2015

Cash Payment Invoice	E 101-43000-381 ELECTRIC		12/14 Utilities			\$144.73
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$144.73
Claim#	4411 XCEL ENERGY, CITY HALL		Ck# 022621	1/13/2015		
Cash Payment Invoice	E 101-43000-381 ELECTRIC		12/14 City Hall Utilities			\$173.51
Cash Payment Invoice	E 101-43000-383 GAS UTILITIES		12/14 City Hall Utilities			\$414.84
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$588.35
Claim#	4412 XCEL ENERGY, STREET LIGHTING		Ck# 022622	1/13/2015		
Cash Payment Invoice	E 101-43000-380 STREET LIGHT UTILITY		12/14 Bridge Lights			\$58.84
Transaction Date	1/8/2015	Due 0	NORTH STAR CHE	10100	<b>Total</b>	\$58.84
	<b>Claim Type</b>	<b>Direct</b>			<b>Tota</b>	<b>\$3,579.80</b>

Pre-Written Check	\$3,579.80
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$3,579.80</b>

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                   
Work Session              

Meeting Date            January 13, 2015  
ITEM NUMBER            2015 Investment Policy  
STAFF INITIAL              AB    
APPROVED BY ADMINISTRATOR    YES

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

Annually, the City Council reviews and updates the City's Investment Policy in order to keep the policy current and applicable to the City's needs. Staff does not recommend any changes to the policy for 2015.

**OPTIONS:**

Adopt or amend the 2015 investment policy.

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the Council adopts the 2015 Investment Policy as presented.

**COUNCIL ACTION:**

# City of Lauderdale

## 2015 Investment Policy

### 1.0 Policy:

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

### 2.0 Definitions:

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

### 3.0 Scope:

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

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

### 4.0 Objectives:

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

## **5.0 Prudence:**

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

## **6.0 Cash Management Procedures:**

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

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



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

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

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

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

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

**a. United States Treasury Obligations**

**b. Federal Agencies Securities**

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

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

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

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

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

**d. Certificates of Deposit**

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

**e. Bankers Acceptances**

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

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

**f. Commercial Paper**

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

**g. Money Market Funds**

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

**3. Safekeeping** - Investments may be held with:

1. Any Federal Reserve bank.

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

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

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

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

## **8.0 Diversification:**

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

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

## **9.0 Pooling of Investments:**

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

## **10.0 Authorized Financial Dealers & Institutions:**

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

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

### **11.0 Collateralization and Custodial Credit Risk**

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

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

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

### **12.0 Ethics and Conflicts of Interest:**

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

### **13.0 Annual Review:**

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

# Appendix A

## Eligible Instruments for City Investment

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date January 13, 2015  
ITEM NUMBER Investment Institutions  
STAFF INITIAL HB  
APPROVED BY ADMINISTRATOR YES

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

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

**OPTIONS:**

1. Adopt resolution 011315A - Designating Official Depository & Investment Institutions.
2. Do not adopt the resolution and direct staff to find an alternate depository or investment institutions.

**STAFF RECOMMENDATION:**

Motion to adopt resolution 011315A - Designating Official Depository & Investment Institutions for 2015.

**COUNCIL ACTION:**



**RESOLUTION NO. 011315A**

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

**RESOLUTION DESIGNATING  
OFFICIAL DEPOSITORY & INVESTMENT INSTITUTIONS**

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

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

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

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

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

**BE IT FURTHER RESOLVED**, North Star Bank, Morgan Stanley Smith Barney, Northland Securities, RBC Capital Markets, Financial Northeastern Companies, ICD Securities, and the 4M Fund/Voyager Asset Management are the city's investment institutions and brokers for 2015.

Adopted this 13<sup>th</sup> day of January 2015, by the Council of the City of Lauderdale.

(ATTEST)

\_\_\_\_\_  
Jeff Dains, Mayor

(SEAL)

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

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                    
Work Session               

Meeting Date            January 13, 2015

ITEM NUMBER            November Financial Report

STAFF INITIAL                *AS*    

APPROVED BY ADMINISTRATOR

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

Every month I provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for November 2014.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's financial report for November 2014.

**COUNCIL ACTION:**

CITY OF LAUDERDALE

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Cash Balances

Current Period: NOVEMBER 2014

FUND Descr	Account	MTD Debit	MTD Credit	Current Balance
<b>CASH</b>				
GENERAL	G 101-10100	\$340,658.45	\$95,666.80	-\$2,245,194.99
COMMUNITY EVENTS	G 201-10100	\$353.14	\$640.10	\$10,122.26
COMMUNICATIONS	G 202-10100	\$3.36	\$1,078.67	\$4,769.99
RECYCLING	G 203-10100	\$16,779.37	\$1,511.10	\$120,024.59
03 ST/UTIL IMP DEBT SERVICE	G 304-10100	\$13,172.73	\$75.11	\$100,629.54
CAPITAL IMPROVEMENT STREETS	G 401-10100	\$407.70	\$0.00	\$577,929.27
CAPITAL IMPROVEMENTS	G 402-10100	\$16.68	\$2,898.72	\$23,649.96
CAPITAL IMPROVE STORM WATER	G 403-10100	\$127.96	\$0.00	\$181,382.23
PARK IMPROVEMENT	G 404-10100	\$204.33	\$0.00	\$289,647.52
TIF-PROJECTS	G 405-10100	\$33.46	\$67,633.95	\$47,425.05
SEWER IMPROVEMENT	G 407-10100	\$35,318.78	\$0.00	\$451,882.31
DEVELOPMENT	G 414-10100	\$26.94	\$0.00	\$38,185.18
SEWER UTILITIES	G 601-10100	\$11,097.38	\$49,600.32	\$452,992.51
STORM SEWER ENTERPRISE FUND	G 602-10100	\$3,326.87	\$6,645.19	\$96,148.83
<b>Total CASH</b>		\$421,527.15	\$225,749.96	\$149,594.25
<b>PETTY CASH</b>				
GENERAL	G 101-10200	\$0.00	\$0.00	\$400.00
<b>Total PETTY CASH</b>		\$0.00	\$0.00	\$400.00
<b>INVESTMENTS</b>				
GENERAL	G 101-10400	\$2,026.08	\$175,000.00	\$2,722,545.99
<b>Total INVESTMENTS</b>		\$2,026.08	\$175,000.00	\$2,722,545.99
<b>Grand Total</b>		\$423,553.23	\$400,749.96	\$2,872,540.24



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

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	Enc	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-41200-538 COMPUTER SO	\$1,000.00	\$2,437.63	\$0.00	\$0.00	-\$1,437.63	243.76%
Active	E 101-41500-101 FULL TIME EMP	\$8,498.00	\$8,325.66	\$790.05	\$0.00	\$172.34	97.97%
Active	E 101-41500-103 PART TIME EMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-104 TEMP EMPLOYE	\$2,600.00	\$2,206.50	\$1,194.25	\$0.00	\$393.50	84.87%
Active	E 101-41500-121 PERA CONTRIB	\$616.00	\$603.59	\$57.27	\$0.00	\$12.41	97.99%
Active	E 101-41500-122 FICA CONTRIBU	\$650.00	\$636.92	\$60.44	\$0.00	\$13.08	97.99%
Active	E 101-41500-131 HEALTH INSURA	\$1,530.00	\$1,402.50	\$127.50	\$0.00	\$127.50	91.67%
Active	E 101-41500-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-151 WORKERS CO	\$83.00	\$74.82	\$0.00	\$0.00	\$8.18	90.14%
Active	E 101-41500-201 GENERAL SUPP	\$150.00	\$415.56	\$228.64	\$0.00	-\$265.56	277.04%
Active	E 101-41500-202 PERMENANT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-300 LEGAL FEES - P	\$11,500.00	\$8,500.00	\$850.00	\$0.00	\$3,000.00	73.91%
Active	E 101-41500-301 AUDITING	\$14,500.00	\$13,688.00	\$0.00	\$0.00	\$812.00	94.40%
Active	E 101-41500-305 LEGAL FEES - C	\$10,000.00	\$8,361.46	(\$477.56)	\$0.00	\$1,638.54	83.61%
Active	E 101-41500-327 OTHER SERV- S	\$700.00	\$426.14	\$0.00	\$0.00	\$273.86	60.88%
Active	E 101-41500-331 TRAVEL EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-352 PUBLIC INFO N	\$400.00	\$309.50	\$170.00	\$0.00	\$90.50	77.38%
Active	E 101-41500-355 MISC PRINTING/	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-41500-409 OTHER EQUIPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-440 MEETING EXPE	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00	0.00%
Active	E 101-41500-442 MISC	\$0.00	\$51.95	\$0.00	\$0.00	-\$51.95	0.00%
Active	E 101-41500-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-539 VOTING MACHI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-202 PERMENANT SU	\$0.00	\$1,069.25	\$0.00	\$0.00	-\$1,069.25	0.00%
Active	E 101-42100-318 911 Dispatch	\$14,200.00	\$11,728.83	\$1,172.89	\$0.00	\$2,471.17	82.60%
Active	E 101-42100-319 POLICE CONTR	\$617,081.00	\$565,657.58	\$51,423.42	\$0.00	\$51,423.42	91.67%
Active	E 101-42100-320 FIRE CONTRAC	\$18,000.00	\$14,903.00	\$0.00	\$0.00	\$3,097.00	82.79%
Active	E 101-42100-321 FIRE CALLS	\$16,000.00	\$16,454.97	\$1,144.21	\$0.00	-\$454.97	102.84%
Active	E 101-42100-322 FIRE FALSE ALA	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-323 FIRE INSPECTIO	\$1,000.00	\$450.00	\$0.00	\$0.00	\$550.00	45.00%
Active	E 101-42100-355 MISC PRINTING/	\$0.00	\$37.48	\$25.00	\$0.00	-\$37.48	0.00%
Active	E 101-42100-360 INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-391 TELEPHONE/PA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-442 MISC	\$300.00	\$43.68	\$0.00	\$0.00	\$256.32	14.56%
Active	E 101-42100-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-101 FULL TIME EMP	\$29,200.00	\$28,529.59	\$2,452.71	\$0.00	\$670.41	97.70%
Active	E 101-43000-102 EMPLOYEE OVE	\$3,000.00	\$1,834.62	\$0.00	\$0.00	\$1,165.38	61.15%
Active	E 101-43000-104 TEMP EMPLOYE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-121 PERA CONTRIB	\$2,335.00	\$2,201.51	\$177.83	\$0.00	\$133.49	94.28%
Active	E 101-43000-122 FICA CONTRIBU	\$2,463.00	\$2,607.76	\$212.75	\$0.00	-\$144.76	105.88%
Active	E 101-43000-131 HEALTH INSURA	\$5,100.00	\$4,568.34	\$403.11	\$0.00	\$531.66	89.58%
Active	E 101-43000-151 WORKERS CO	\$1,481.00	\$1,334.34	\$0.00	\$0.00	\$146.66	90.10%
Active	E 101-43000-202 PERMENANT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-212 MOTOR FUELS	\$3,100.00	\$2,628.10	\$131.89	\$0.00	\$471.90	84.78%
Active	E 101-43000-213 LUBRICANTS &	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-225 LANDSCAPING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-226 SIGNS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-227 TOOLS & EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-228 MISC REPAIRS	\$2,000.00	\$1,800.86	\$273.37	\$0.00	\$199.14	90.04%
Active	E 101-43000-304 ENGINEERING	\$1,000.00	\$0.00	(\$441.50)	\$0.00	\$1,000.00	0.00%
Active	E 101-43000-308 TRAINING\CONF	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-43000-313 SNOW & ICE RE	\$15,000.00	\$5,996.54	\$0.00	\$0.00	\$9,003.46	39.98%

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

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	Enc	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-43000-314 STREET SWEEP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-317 TREE SERVICE	\$8,000.00	\$6,000.00	\$0.00	\$0.00	\$2,000.00	75.00%
Active	E 101-43000-324 ALLEY REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-327 OTHER SERV- S	\$1,100.00	\$410.36	\$0.00	\$0.00	\$689.64	37.31%
Active	E 101-43000-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-333 CLEANING CON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-380 STREET LIGHT	\$7,000.00	\$5,421.14	\$546.76	\$0.00	\$1,578.86	77.44%
Active	E 101-43000-381 ELECTRIC	\$3,200.00	\$2,235.76	\$190.66	\$0.00	\$964.24	69.87%
Active	E 101-43000-382 WATER	\$150.00	\$178.69	\$65.21	\$0.00	-\$28.69	119.13%
Active	E 101-43000-383 GAS UTILITIES	\$2,700.00	\$2,918.25	\$116.77	\$0.00	-\$218.25	108.08%
Active	E 101-43000-384 REFUSE DISPO	\$2,800.00	\$3,159.96	\$370.98	\$0.00	-\$359.96	112.86%
Active	E 101-43000-391 TELEPHONE/PA	\$500.00	\$346.47	\$34.57	\$0.00	\$153.53	69.29%
Active	E 101-43000-402 CITY TRUCK RE	\$3,000.00	\$583.18	\$88.62	\$0.00	\$2,416.82	19.44%
Active	E 101-43000-426 MACHINERY RE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-442 MISC	\$0.00	\$142.25	\$14.00	\$0.00	-\$142.25	0.00%
Active	E 101-43000-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-101 FULL TIME EMP	\$35,023.00	\$32,452.60	\$2,898.73	\$0.00	\$2,570.40	92.66%
Active	E 101-43400-104 TEMP EMPLOYE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-121 PERA CONTRIB	\$2,539.00	\$2,352.83	\$210.17	\$0.00	\$186.17	92.67%
Active	E 101-43400-122 FICA CONTRIBU	\$2,679.00	\$2,699.33	\$241.66	\$0.00	-\$20.33	100.76%
Active	E 101-43400-126 ICMA RETIREME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-131 HEALTH INSURA	\$6,120.00	\$5,407.31	\$495.14	\$0.00	\$712.69	88.35%
Active	E 101-43400-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-151 WORKERS CO	\$1,381.00	\$1,242.72	\$0.00	\$0.00	\$138.28	89.99%
Active	E 101-43400-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-202 PERMENANT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-203 POSTAGE	\$300.00	\$147.00	\$0.00	\$0.00	\$153.00	49.00%
Active	E 101-43400-306 CONSULTING F	\$0.00	\$148.00	\$0.00	\$0.00	-\$148.00	0.00%
Active	E 101-43400-308 TRAINING/CONF	\$500.00	\$705.00	\$525.00	\$0.00	-\$205.00	141.00%
Active	E 101-43400-310 PLUMBING INSP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-311 HEATING INSPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-312 BUILDING INSPE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43400-327 OTHER SERV- S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-331 TRAVEL EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-355 MISC PRINTING/	\$0.00	\$46.00	\$0.00	\$0.00	-\$46.00	0.00%
Active	E 101-43400-386 GOPHER STATE	\$500.00	\$617.80	\$78.40	\$0.00	-\$117.80	123.56%
Active	E 101-43400-388 SAC UNIT CHAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-437 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-442 MISC	\$200.00	\$119.00	\$0.00	\$0.00	\$81.00	59.50%
Active	E 101-43400-443 SURCHARGE R	\$500.00	\$272.80	\$0.00	\$0.00	\$227.20	54.56%
Active	E 101-45200-101 FULL TIME EMP	\$41,408.00	\$37,820.67	\$3,321.81	\$0.00	\$3,587.33	91.34%
Active	E 101-45200-103 PART TIME EMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-104 TEMP EMPLOYE	\$6,000.00	\$5,557.50	\$0.00	\$0.00	\$442.50	92.63%
Active	E 101-45200-121 PERA CONTRIB	\$3,002.00	\$2,742.11	\$240.83	\$0.00	\$259.89	91.34%
Active	E 101-45200-122 FICA CONTRIBU	\$3,627.00	\$3,679.45	\$286.83	\$0.00	-\$52.45	101.45%
Active	E 101-45200-131 HEALTH INSURA	\$7,650.00	\$6,347.15	\$575.76	\$0.00	\$1,302.85	82.97%
Active	E 101-45200-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-142 UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-151 WORKERS CO	\$1,303.00	\$1,174.20	\$0.00	\$0.00	\$128.80	90.12%
Active	E 101-45200-201 GENERAL SUPP	\$0.00	\$471.84	\$0.00	\$0.00	-\$471.84	0.00%
Active	E 101-45200-202 PERMENANT SU	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-45200-212 MOTOR FUELS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	Enc	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-45200-225 LANDSCAPING	\$0.00	\$975.00	\$0.00	\$0.00	-\$975.00	0.00%
Active	E 101-45200-228 MISC REPAIRS	\$1,000.00	\$62.65	\$0.00	\$0.00	\$937.35	6.27%
Active	E 101-45200-317 TREE SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-327 OTHER SERV- S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-370 PARK & REC EX	\$700.00	\$759.94	\$0.00	\$0.00	-\$59.94	108.56%
Active	E 101-45200-371 NON-RESIDENT	\$2,000.00	\$1,160.00	\$0.00	\$0.00	\$840.00	58.00%
Active	E 101-45200-381 ELECTRIC	\$500.00	\$377.24	\$26.68	\$0.00	\$122.76	75.45%
Active	E 101-45200-382 WATER	\$200.00	\$147.05	\$64.75	\$0.00	\$52.95	73.53%
Active	E 101-45200-383 GAS UTILITIES	\$700.00	\$381.29	\$42.26	\$0.00	\$318.71	54.47%
Active	E 101-45200-384 REFUSE DISPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-391 TELEPHONE/PA	\$50.00	\$41.44	\$0.00	\$0.00	\$8.56	82.88%
Active	E 101-45200-403 TRACTOR/MOW	\$1,000.00	\$465.10	\$21.68	\$0.00	\$534.90	46.51%
Active	E 101-45200-412 WARMING HOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-427 PORTA POTTY	\$1,100.00	\$982.85	\$0.00	\$0.00	\$117.15	89.35%
Active	E 101-45200-442 MISC	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45200-540 MACHINERY & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-444 CONTINGENCY	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 101-45300-710 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-710 OPERATING TR	\$38,000.00	\$38,000.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 101-45400-721 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-731 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-732 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-733 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-734 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-741 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-742 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-743 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-744 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-745 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-747 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-749 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48100-306 CONSULTING F	\$30,000.00	\$1,786.25	\$0.00	\$0.00	\$28,213.75	5.95%
Active	E 101-48100-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48411-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-306 CONSULTING F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-555 LARPENTEUR A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total GENERAL</b>	<b>\$1,230,506.00</b>	<b>\$1,067,726.32</b>	<b>\$85,402.00</b>	<b>\$0.00</b>	<b>\$162,779.68</b>	<b>86.77%</b>
<b>COMMUNITY EVENTS</b>							
Active	E 201-45600-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-202 PERMENANT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-327 OTHER SERV- S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-352 PUBLIC INFO N	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-368 FUN RUN/WALK	\$500.00	\$697.59	\$0.00	\$0.00	-\$197.59	139.52%
Active	E 201-45600-369 MUSIC UNDER T	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 201-45600-372 MUGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-373 T-SHIRTS	\$500.00	\$524.50	\$0.00	\$0.00	-\$24.50	104.90%
Active	E 201-45600-374 POP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-375 WINTER EVENT	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 201-45600-376 GARAGE SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%









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

Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	Enc	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 412-48410-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 412-48410-721 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 02 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DEVELOPMENT</b>							
Active	E 414-48100-721 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total DEVELOPMENT</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SEWER UTILITIES</b>							
Active	E 601-49000-101 FULL TIME EMP	\$29,046.00	\$20,098.86	\$2,275.35	\$0.00	\$8,947.14	69.20%
Active	E 601-49000-102 EMPLOYEE OVE	\$12,000.00	\$9,436.11	\$825.24	\$0.00	\$2,563.89	78.63%
Active	E 601-49000-121 PERA CONTRIB	\$2,976.00	\$2,586.44	\$224.76	\$0.00	\$389.56	86.91%
Active	E 601-49000-122 FICA CONTRIBU	\$3,140.00	\$3,020.37	\$264.07	\$0.00	\$119.63	96.19%
Active	E 601-49000-131 HEALTH INSURA	\$4,896.00	\$5,380.16	\$495.55	\$0.00	-\$484.16	109.89%
Active	E 601-49000-151 WORKERS CO	\$2,839.00	\$2,554.24	\$0.00	\$0.00	\$284.76	89.97%
Active	E 601-49000-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-212 MOTOR FUELS	\$700.00	\$563.19	\$28.27	\$0.00	\$136.81	80.46%
Active	E 601-49000-227 TOOLS & EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-228 MISC REPAIRS	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
Active	E 601-49000-301 AUDITING	\$1,750.00	\$1,711.00	\$0.00	\$0.00	\$39.00	97.77%
Active	E 601-49000-304 ENGINEERING	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 601-49000-308 TRAINING\CONF	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 601-49000-315 SEWER JETTIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-316 SEWER TELEVI	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 601-49000-327 OTHER SERV- S	\$7,000.00	\$5,376.75	\$96.24	\$0.00	\$1,623.25	76.81%
Active	E 601-49000-331 TRAVEL EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-361 GENERAL LIABI	\$2,000.00	\$2,094.38	\$0.00	\$0.00	-\$94.38	104.72%
Active	E 601-49000-362 PROPERTY INS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
Active	E 601-49000-363 AUTOMOTIVE IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-382 WATER	\$100.00	\$39.76	\$13.82	\$0.00	\$60.24	39.76%
Active	E 601-49000-387 WATER TREAT	\$125,000.00	\$123,375.52	\$10,281.21	\$0.00	\$1,624.48	98.70%
Active	E 601-49000-391 TELEPHONE/PA	\$300.00	\$218.89	\$17.29	\$0.00	\$81.11	72.96%
Active	E 601-49000-402 CITY TRUCK RE	\$400.00	\$68.90	\$11.08	\$0.00	\$331.10	17.23%
Active	E 601-49000-425 CLOTHING	\$700.00	\$542.90	\$67.44	\$0.00	\$157.10	77.56%
Active	E 601-49000-442 MISC	\$0.00	\$3,686.67	\$0.00	\$0.00	-\$3,686.67	0.00%
Active	E 601-49000-444 CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-501 DEPRECIATION	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	E 601-49000-540 MACHINERY & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-554 CATCH BASIN R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49000-710 OPERATING TR	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00	\$0.00	100.00%
<b>Total SEWER UTILITIES</b>		\$270,247.00	\$215,754.14	\$49,600.32	\$0.00	\$54,492.86	79.84%
<b>STORM SEWER ENTERPRISE FUND</b>							
Active	E 602-49100-101 FULL TIME EMP	\$33,124.00	\$23,326.49	\$2,575.41	\$0.00	\$9,797.51	70.42%
Active	E 602-49100-102 EMPLOYEE OVE	\$5,000.00	\$3,931.81	\$343.86	\$0.00	\$1,068.19	78.64%
Active	E 602-49100-121 PERA CONTRIB	\$2,764.00	\$2,447.60	\$211.65	\$0.00	\$316.40	88.55%
Active	E 602-49100-122 FICA CONTRIBU	\$2,916.00	\$2,821.71	\$245.29	\$0.00	\$94.29	96.77%
Active	E 602-49100-131 HEALTH INSURA	\$5,304.00	\$4,944.49	\$452.95	\$0.00	\$359.51	93.22%
Active	E 602-49100-151 WORKERS CO	\$2,319.00	\$2,086.12	\$0.00	\$0.00	\$232.88	89.96%
Active	E 602-49100-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-212 MOTOR FUELS	\$700.00	\$563.12	\$28.26	\$0.00	\$136.88	80.45%
Active	E 602-49100-227 TOOLS & EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-228 MISC REPAIRS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-301 AUDITING	\$1,800.00	\$1,711.00	\$0.00	\$0.00	\$89.00	95.06%
Active	E 602-49100-304 ENGINEERING	\$3,000.00	\$2,631.00	\$0.00	\$0.00	\$369.00	87.70%

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	Enc	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 602-49100-308 TRAINING\CONF	\$0.00	\$170.00	\$0.00	\$0.00	-\$170.00	0.00%
Active	E 602-49100-314 STREET SWEEP	\$5,000.00	\$5,350.00	\$2,675.00	\$0.00	-\$350.00	107.00%
Active	E 602-49100-327 OTHER SERV- S	\$3,500.00	\$2,710.15	\$16.98	\$0.00	\$789.85	77.43%
Active	E 602-49100-352 PUBLIC INFO N	\$100.00	\$45.00	\$0.00	\$0.00	\$55.00	45.00%
Active	E 602-49100-361 GENERAL LIABI	\$2,000.00	\$2,094.37	\$0.00	\$0.00	-\$94.37	104.72%
Active	E 602-49100-391 TELEPHONE/PA	\$300.00	\$218.84	\$17.28	\$0.00	\$81.16	72.95%
Active	E 602-49100-402 CITY TRUCK RE	\$400.00	\$68.86	\$11.08	\$0.00	\$331.14	17.22%
Active	E 602-49100-425 CLOTHING	\$700.00	\$542.86	\$67.43	\$0.00	\$157.14	77.55%
Active	E 602-49100-438 DUES & SUBSC	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 602-49100-442 MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-444 CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-501 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-540 MACHINERY & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-554 CATCH BASIN R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-710 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total STORM SEWER ENTERPRISE FUND</b>		<b>\$69,427.00</b>	<b>\$56,163.42</b>	<b>\$6,645.19</b>	<b>\$0.00</b>	<b>\$13,263.58</b>	<b>80.90%</b>
<b>GASB34</b>							
Active	E 999-41000-100 WAGES AND SA	\$0.00	-\$20,135.48	\$0.00	\$0.00	\$20,135.48	0.00%
Active	E 999-41000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-41000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-100 WAGES AND SA	\$0.00	-\$7,165.23	\$0.00	\$0.00	\$7,165.23	0.00%
Active	E 999-43000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-499 LOSS ON DISPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-100 WAGES AND SA	\$0.00	-\$8,761.84	\$0.00	\$0.00	\$8,761.84	0.00%
Active	E 999-45000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-601 BOND PRINCIPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-611 BOND INTERES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-420 RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49500-100 WAGES AND SA	\$0.00	-\$2,857.62	\$0.00	\$0.00	\$2,857.62	0.00%
Active	E 999-50000-100 WAGES AND SA	\$0.00	-\$1,561.83	\$0.00	\$0.00	\$1,561.83	0.00%
<b>Total GASB34</b>		<b>\$0.00</b>	<b>-\$40,482.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,482.00</b>	<b>0.00%</b>
<b>Report Total</b>		<b>\$2,172,735.00</b>	<b>\$2,045,270.30</b>	<b>\$215,410.05</b>	<b>\$0.00</b>	<b>\$127,464.70</b>	<b>94.13%</b>

CITY OF LAUDERDALE

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>GENERAL</b>						
Active	R 101-31010 CURRENT AD VALORE	\$495,281.00	\$350,485.75	\$99,115.00	\$144,795.25	70.77%
Active	R 101-31020 DELINQUENT AD VALO	\$0.00	-\$4,051.73	(\$7,222.17)	\$4,051.73	0.00%
Active	R 101-31030 FORFEITED TAX SALE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-31040 FISCAL DISPARITIES	\$120,934.00	\$118,307.18	\$59,385.84	\$2,626.82	97.83%
Active	R 101-32000 LICENSE AND PERMIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32110 3.2 ALCHOLIC LICENSE	\$150.00	\$150.00	\$0.00	\$0.00	100.00%
Active	R 101-32120 CIGARETTE LICENSE	\$400.00	\$400.00	\$0.00	\$0.00	100.00%
Active	R 101-32130 GARBAGE HAULERS LI	\$1,300.00	\$1,500.00	\$0.00	-\$200.00	115.38%
Active	R 101-32140 HEATING/AC LICENSE	\$600.00	\$1,000.00	\$0.00	-\$400.00	166.67%
Active	R 101-32150 TREE COMPANIES LIC	\$400.00	\$500.00	\$0.00	-\$100.00	125.00%
Active	R 101-32170 DRIVEWAY CONTRACT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32180 RENTAL HOUSING LIC	\$4,000.00	\$5,573.25	\$2,088.50	-\$1,573.25	139.33%
Active	R 101-32210 BUILDING PERMITS	\$11,000.00	\$15,212.75	\$761.45	-\$4,212.75	138.30%
Active	R 101-32211 ZONING PERMIT APPLI	\$500.00	\$1,650.00	\$150.00	-\$1,150.00	330.00%
Active	R 101-32225 PLAN REVIEW FEE	\$2,000.00	\$5,141.81	\$300.27	-\$3,141.81	257.09%
Active	R 101-32230 PLUMBING PERMITS	\$1,000.00	\$768.00	\$0.00	\$232.00	76.80%
Active	R 101-32240 ANIMAL LICENSES	\$250.00	\$240.00	\$10.00	\$10.00	96.00%
Active	R 101-32270 HEATING A/C PERMIT	\$1,500.00	\$1,532.50	\$150.00	-\$32.50	102.17%
Active	R 101-32280 STREET EXCAVATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33401 LOCAL GOVERNMENT	\$535,093.00	\$267,546.50	\$0.00	\$267,546.50	50.00%
Active	R 101-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33405 PERA RATE INCREASE	\$1,198.00	\$599.00	\$0.00	\$599.00	50.00%
Active	R 101-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33623 MET COUNCIL - LIV CO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33624 LIVABLE COMMUNITIE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34101 CITY HALL/PARK RENT	\$6,000.00	\$7,802.31	\$528.00	-\$1,802.31	130.04%
Active	R 101-34103 ADMINISTRATIVE FEE	\$0.00	\$358.00	\$0.00	-\$358.00	0.00%
Active	R 101-34105 SALE OF PUBLICATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34107 ASSESSMENT SEARCH	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34109 COPIES	\$100.00	\$34.93	\$0.00	\$65.07	34.93%
In-Active	R 101-34110 VARIANCE FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34111 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34112 CONDITIONAL USE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34113 ZONING AMENDMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34114 ADVERTISING SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34115 GENERAL GOVERNME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34116 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34201 FALSE SECURITY ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34202 FALSE FIRE ALARM - FI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-34203 FIRE INSPECTION FEE	\$1,000.00	\$550.00	\$0.00	\$450.00	55.00%
Active	R 101-34205 FIRE CALL REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-35101 COURT FINES	\$45,000.00	\$32,835.22	\$2,283.07	\$12,164.78	72.97%
Active	R 101-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36103 TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36200 MISCELLANEOUS REV	\$0.00	\$6.00	\$0.00	-\$6.00	0.00%
Active	R 101-36211 INVESTMENT INTERES	\$1,800.00	\$2,307.75	\$336.68	-\$507.75	128.21%
Active	R 101-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36231 DOG PARK DONATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36240 SURCHARGES	\$500.00	\$841.58	\$38.25	-\$341.58	168.32%

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Current Period: NOVEMBER 2014

		2014 YTD Budget	2014 YTD Amt	NOVEMBER MTD Amt	2014 YTD Balance	% of YTD Budget
Active	R 101-36250 REFUNDS & REIMBUR	\$0.00	-\$30.00	\$0.00	\$30.00	0.00%
Active	R 101-36252 LMC INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36255 MISC	\$0.00	\$109.31	\$0.00	-\$109.31	0.00%
Active	R 101-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total GENERAL</b>	<b>\$1,230,506.00</b>	<b>\$811,370.11</b>	<b>\$157,924.89</b>	<b>\$419,135.89</b>	<b>65.94%</b>
<b>COMMUNITY EVENTS</b>						
Active	R 201-34785 PARK EVENTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34786 WINTER EVENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34787 GARAGE SALE	\$75.00	\$75.00	\$0.00	\$0.00	100.00%
Active	R 201-34788 DAY IN THE PARK	\$800.00	\$2,105.00	\$0.00	-\$1,305.00	263.13%
Active	R 201-34789 MUSIC UNDER THE TR	\$400.00	\$400.00	\$0.00	\$0.00	100.00%
Active	R 201-34790 MUGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34791 POP SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34792 T-SHIRT SALES	\$100.00	\$290.00	\$11.00	-\$190.00	290.00%
Active	R 201-34793 FUN RUN/WALK	\$400.00	\$1,242.72	\$0.00	-\$842.72	310.68%
Active	R 201-34794 NATIONAL NIGHT OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34795 HALLOWEEN DONATIO	\$1,000.00	\$886.00	\$335.00	\$114.00	88.60%
Active	R 201-36211 INVESTMENT INTERES	\$35.00	\$46.83	\$7.14	-\$11.83	133.80%
Active	R 201-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36255 MISC	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	R 201-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39201 TRANSFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total COMMUNITY EVENTS</b>	<b>\$2,910.00</b>	<b>\$5,045.55</b>	<b>\$353.14</b>	<b>-\$2,135.55</b>	<b>173.39%</b>
<b>COMMUNICATIONS</b>						
Active	R 202-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36211 INVESTMENT INTERES	\$75.00	\$15.58	\$3.36	\$59.42	20.77%
Active	R 202-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36253 CABLE FRANCHISE RE	\$20,000.00	\$15,924.92	\$0.00	\$4,075.08	79.62%
	<b>Total COMMUNICATIONS</b>	<b>\$20,075.00</b>	<b>\$15,940.50</b>	<b>\$3.36</b>	<b>\$4,134.50</b>	<b>79.40%</b>
<b>RECYCLING</b>						
Active	R 203-33621 METROPOLITAN COUN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-33622 COUNTY GRANTS	\$4,975.00	\$4,975.00	\$0.00	\$0.00	100.00%
Active	R 203-36100 SPECIAL ASSESMENT	\$35,000.00	\$35,126.96	\$16,655.27	-\$126.96	100.36%
Active	R 203-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36102 PENALTIES & INTERES	\$0.00	\$104.58	\$39.43	-\$104.58	0.00%
Active	R 203-36211 INVESTMENT INTERES	\$400.00	\$543.39	\$84.67	-\$143.39	135.85%
Active	R 203-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36255 MISC	\$0.00	\$7.00	\$0.00	-\$7.00	0.00%
Active	R 203-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total RECYCLING</b>	<b>\$40,375.00</b>	<b>\$40,756.93</b>	<b>\$16,779.37</b>	<b>-\$381.93</b>	<b>100.95%</b>
<b>TAX INCREMENT DEBT SERVICE</b>						
Active	R 301-31040 FISCAL DISPARITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31050 TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31051 DELINQUENT TAX INC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 301-39205 TRANS FROM TIF PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TAX INCREMENT DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>00 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 302-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 00 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 303-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 02 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 304-36100 SPECIAL ASSESMENT	\$22,000.00	\$23,344.50	\$11,848.74	-\$1,344.50	106.11%
Active	R 304-36102 PENALTIES & INTERES	\$2,000.00	\$2,154.08	\$1,177.89	-\$154.08	107.70%
Active	R 304-36211 INVESTMENT INTERES	\$500.00	\$409.68	\$70.99	\$90.32	81.94%
Active	R 304-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 03 ST/UTIL IMP DEBT SERVICE</b>		\$24,500.00	\$25,908.26	\$13,097.62	-\$1,408.26	105.75%
<b>CAPITAL IMPROVEMENT STREETS</b>						
Active	R 401-36100 SPECIAL ASSESMENT	\$0.00	\$4.00	\$0.00	-\$4.00	0.00%
Active	R 401-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36211 INVESTMENT INTERES	\$2,000.00	\$2,802.85	\$407.70	-\$802.85	140.14%
Active	R 401-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39201 TRANSFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL IMPROVEMENT STREETS</b>		\$2,000.00	\$2,806.85	\$407.70	-\$806.85	140.34%
<b>CAPITAL IMPROVEMENTS</b>						
Active	R 402-36211 INVESTMENT INTERES	\$400.00	\$266.25	\$16.68	\$133.75	66.56%
Active	R 402-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39201 TRANSFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL IMPROVEMENTS</b>		\$400.00	\$266.25	\$16.68	\$133.75	66.56%
<b>CAPITAL IMPROVE STORM WATER</b>						
Active	R 403-36211 INVESTMENT INTERES	\$600.00	\$879.67	\$127.96	-\$279.67	146.61%
Active	R 403-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37300 STORM SEWER FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39201 TRANSFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL IMPROVE STORM WATER</b>		\$600.00	\$879.67	\$127.96	-\$279.67	146.61%

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Current Period: NOVEMBER 2014

		2014	2014	NOVEMBER	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>PARK IMPROVEMENT</b>						
Active	R 404-33130 CDBG/DNR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-33400 STATE GRANTS AND AI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36211 INVESTMENT INTERES	\$1,000.00	\$1,404.76	\$204.33	-\$404.76	140.48%
Active	R 404-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39204 TRANS FROM COMMU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total PARK IMPROVEMENT</b>		\$1,000.00	\$1,404.76	\$204.33	-\$404.76	140.48%
<b>TIF-PROJECTS</b>						
Active	R 405-31050 TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-31051 DELINQUENT TAX INC	\$0.00	\$2,103.00	\$0.00	-\$2,103.00	0.00%
Active	R 405-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-33419 LARPENTEUR AVE REI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36210 INTEREST EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36211 INVESTMENT INTERES	\$0.00	\$1,692.80	\$33.46	-\$1,692.80	0.00%
Active	R 405-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39207 TRANS FROM DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TIF-PROJECTS</b>		\$0.00	\$3,795.80	\$33.46	-\$3,795.80	0.00%
<b>SEWER IMPROVEMENT</b>						
Active	R 407-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-36211 INVESTMENT INTERES	\$1,500.00	\$2,096.13	\$318.78	-\$596.13	139.74%
Active	R 407-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-39200 INTERFUND OPERATIN	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00	100.00%
<b>Total SEWER IMPROVEMENT</b>		\$36,500.00	\$37,096.13	\$35,318.78	-\$596.13	101.63%
<b>WATER UTILITY</b>						
Active	R 409-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 409-36251 ST. PAUL WATER SUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total WATER UTILITY</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL CONSTRUCTION</b>						
Active	R 412-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 02 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL CONSTRUCTION</b>						
Active	R 413-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 03 ST/UTIL CONSTRUCTION</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DEVELOPMENT</b>						
Active	R 414-36211 INVESTMENT INTERES	\$0.00	\$185.18	\$26.94	-\$185.18	0.00%
Active	R 414-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 414-39200 INTERFUND OPERATIN	\$38,000.00	\$38,000.00	\$0.00	\$0.00	100.00%
<b>Total DEVELOPMENT</b>		\$38,000.00	\$38,185.18	\$26.94	-\$185.18	100.49%
<b>SEWER UTILITIES</b>						



**CITY OF LAUDERDALE**  
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		2014	2014	NOVEMBER	2014	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 601-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36101 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36104 SEWER ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36211 INVESTMENT INTERES	\$1,800.00	\$2,250.13	\$319.56	-\$450.13	125.01%
Active	R 601-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36255 MISC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37210 SEWER SALES AND SE	\$245,000.00	\$217,216.51	\$10,777.82	\$27,783.49	88.66%
Active	R 601-37215 DELINQUENT SEWER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total SEWER UTILITIES</b>		<b>\$246,800.00</b>	<b>\$219,466.64</b>	<b>\$11,097.38</b>	<b>\$27,333.36</b>	<b>88.92%</b>
<b>STORM SEWER ENTERPRISE FUND</b>						
Active	R 602-36211 INVESTMENT INTERES	\$300.00	\$2,346.31	\$1,966.44	-\$2,046.31	782.10%
Active	R 602-37300 STORM SEWER FEE	\$62,000.00	\$71,987.35	\$1,360.43	-\$9,987.35	116.11%
Active	R 602-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total STORM SEWER ENTERPRISE FUND</b>		<b>\$62,300.00</b>	<b>\$74,333.66</b>	<b>\$3,326.87</b>	<b>-\$12,033.66</b>	<b>119.32%</b>
<b>GASB34</b>						
Active	R 999-31010 CURRENT AD VALORE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39101 SALES FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total GASB34</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Report Total</b>		<b>\$1,705,966.00</b>	<b>\$1,277,256.29</b>	<b>\$238,718.48</b>	<b>\$428,709.71</b>	<b>74.87%</b>

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent                      X    
Public Hearing                   
Discussion                        
Action                             
Resolution                       
Work Session                  

Meeting Date    January 13, 2015

ITEM NUMBER        Council Meeting Schedule

STAFF INITIAL          KK  

APPROVED BY ADMINISTRATOR

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

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

**OPTIONS:**

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

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council is adopting the attached City Council meeting schedule for 2015.

**COUNCIL ACTION:**

# 2015 Lauderdale Schedule

## City Council Meetings\*

## Holidays Observed

January 13

January 27

February 10

February 24

March 10

March 24

April 14

April 28

May 12

May 26

June 9

June 23

July 14

July 28

August 11

August 25

September 8

September 22

October 13

October 27

November 10

November 24

December 8

New Year's Day – Thursday, January 1

M. L. King Day – Monday, January 19

Presidents' Day – Monday, February 16

Memorial Day – Monday, May 25

Independence Day – Friday, July 3

Labor Day – Monday, September 7

Veterans Day – Wednesday, November 11

Thanksgiving Holiday – Thursday, November 26 &

Friday, November 27

Christmas Holiday – Thursday, December 24 &

Friday, December 25

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

**LAUDERDALE COUNCIL  
ACTION FORM**

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

Meeting Date	<u>January 13, 2015</u>
ITEM NUMBER	<u>Non-Union Compensation</u>
STAFF INITIAL	<u>AB</u>
APPROVED BY ADMINISTRATOR	

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

In the past, the Council extended the pay and benefits agreed to in the union contract to non-union staff. Past practice has also been to do it under the same terms, meaning it would be effective January 1. The Council may elect to do that for the 2015 as well.

**OPTIONS:**

Extend or do not extend the benefits of the union agreement to non-union employees.

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the benefits of the union agreement are extended to non-union employees effective January 1, 2015.

**COUNCIL ACTION:**



**LAUDERDALE COUNCIL  
ACTION FORM**

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

Meeting Date	January 13, 2015
ITEM NUMBER	<u>  TC4 Donation  </u>
STAFF INITIAL	<u>  KK                  </u>
APPROVED BY ADMINISTRATOR	

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

The City has received a donation of \$1,500.00 again this year from the Twin Cities Chinese Christian Church (TC4). The TC4 has made donations of the same amount in years past which the Council has accepted.

**OPTIONS:**

1. To accept the donation to the City.
2. To return the donation to the TC4.

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the Council directs staff to accept the donated funds and deposit the amount of \$1,500.00 into the City of Lauderdale General Fund.

**COUNCIL ACTION:**



**LAUDERDALE COUNCIL  
ACTION FORM**

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

Meeting Date	January 13, 2015
ITEM NUMBER	<u>Alcohol &amp; Tobacco Licenses</u>
STAFF INITIAL	<u>  KK  </u>
APPROVED BY ADMINISTRATOR	

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

The City has received complete 2015 applications for Tobacco licenses from Larpenteur SuperUSA and Croix Oil (BP Station) and a completed 2015 application for 3.2% Off Sale Alcohol from Larpenteur SuperUSA.

- OPTIONS:**
1. To approve the above listed applicants.
  2. To remove the item from the consent agenda for further consideration.

**STAFF RECOMMENDATION:**

By approving the Consent Agenda, the Council directs staff to approve the above Tobacco and Alcohol applications.

**COUNCIL ACTION:**



# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date January 13, 2015

ITEM NUMBER Comm & Mayor Pro Tem

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every year the Council decides who will sit on each committee and appoints a mayor pro tem (in case the Mayor is unable to attend the meeting). The Council also needs to determine the bank signatories for 2015.

### OPTIONS:

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

### STAFF RECOMMENDATION:

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

### COUNCIL ACTION:

**CITY OF LAUDERDALE  
2015 APPOINTMENTS**

	<b>2014</b>	<b>2015</b>
Acting Mayor	Gaasch	
Bank Signatories	Dains Mac Lean Butkowski	Butkowski
Building Official: Residential	David Hinrichs	David Hinrichs
Building Official: Commercial	Duane Grace	Duane Grace
Data Practices Officer	Butkowski	Butkowski
LMC	Council: Dains Staff: Butkowski	Council: Staff: Butkowski
Metro Cities	Council: Gaasch Staff: Butkowski	Council: Staff: Butkowski
MWMO	Karen Gill-Gerbig Alt: Butkowski	Alt: Butkowski
NSCC	Council: Dains Alt: Hawkinson	Council: Alt:
PCIC	Council: Grove Council Alt: Gaasch	Council: Council Alt:
Police Liaison	Council: Dains Staff: Butkowski	Council: Staff: Butkowski
RCLLG	Council: Grove Alt: Hawkinson	Council: Alt:
SRA	Butkowski Alt: Bownik	Butkowski Alt: Bownik
U of M Neighbors Group	Council: Hawkinson Staff: Butkowski	Council: Staff: Butkowski
Zoning Admin.	Bownik	Bownik

City Engineer	Stantec	Stantec
City Civil Attorney	Kennedy & Graven	Kennedy & Graven
City Pros. Attorney	Hughes & Joseph	Hughes & Joseph
Official Newspaper	Lillie Suburban Newspapers, Inc.	Lillie Suburban Newspapers, Inc.

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

## **Committees & Commissions**

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

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

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

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

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

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

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

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

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

# Lillie Suburban Newspapers, Inc.

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

December 22, 2014

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

Dear Ms. Butkowski:

Thank you for the opportunity to bid on public notice publication services for the City of Lauderdale. Lillie Suburban Newspapers has been serving the needs of the Lauderdale area for 40 years, and is pleased to provide ongoing coverage of city government and school issues and community events.

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

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

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

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

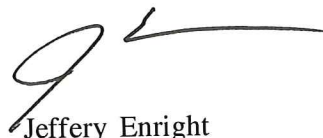
[legals@lillienews.com](mailto:legals@lillienews.com)

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

\$12.00 per column inch for a one-time publication  
\$10.80 per column inch for each additional publication

Thank you for considering the *Roseville Review* as the official legal newspaper for the City of Lauderdale for 2015. If you have any further questions, don't hesitate to call us.

Sincerely,



Jeffery Enright  
Publisher



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

## Heather Butkowski

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**From:** KAREN GILL-GERBIG <krnglgrbg@gmail.com>  
**Sent:** Monday, January 05, 2015 1:06 PM  
**To:** Heather Butkowski  
**Cc:** Douglas Snyder; Max Dalton; Kevin Reich  
**Subject:** City Council reappointment to the MWMO.

Hello Heather,

I am writing to inform you and the City Council that I would, again, consider it both an honor and privilege to serve as the City of Lauderdale Liaison to the MWMO for the 2015 calendar year.

Please let me know if the Council would like me to answer any questions as to my request for reappointment, or if they or City Staff would like a status report from me re: the MWMO at a future Council meeting.

thanks, kgg

# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date: January 13, 2015  
 ITEM NUMBER 2015 Fee Schedule Res.  
 STAFF INITIAL K.K.  
 APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION :

Staff has recommended the following changes to the 2015 fee schedule:

- Mileage reimbursement rate of \$.575 per mile (an increase from \$.56)
- Fire Inspection Fee— to \$35.00 per hour. This is a change from a charge of \$25.00 per hour plus a \$25.00 Administrative Fee.
- The City to no longer provide clean up service for the Social Room. To add an additional \$100 key deposit for Social Room Deposit.
- Lauderdale Logo T-shirts

There was one item removed from the Fee Schedule for 2015. The City Polo Shirts are sold out.

Staff are working with Commercial Building Inspector Duane Grace to amend Building Inspection fees. This will be on the January 27 Council Agenda.

### OPTIONS:

1. Adopt Resolution 011315B - A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2015.
1. Do not approve or amend the fee schedule (and provide staff direction.)

### STAFF RECOMMENDATION:

Motion to adopt Resolution 011315B — A Resolution Establishing License and Permit Fees and Administrative Fees and Fines for 2015 as presented.

### COUNCIL ACTION:

**RESOLUTION 011315B**

CITY OF LAUDERDALE  
COUNTY OF RAMSEY  
STATE OF MINNESOTA

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

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

**WHEREAS**, the City may also charge for administrative activities and fines. Reasonable charges were included in the 2015 Fee Schedule.

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

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Lauderdale, Minnesota, hereby adopts the 2015 Fee Schedule as attached.

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

ss

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, January 13, 2015, 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 13<sup>th</sup> day of January, 2015.

---

Jeff Dains, Mayor

ATTEST:

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Heather Butkowski  
City Administrator



**CITY OF LAUDERDALE**  
**2015 License and Permit Fees and Administrative Fees and Fines**

**Schedule of License Fees**

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

**Schedule of Administrative Fees**

*Community Room Reservation Rates:*

Resident.....	\$50.00/6 hour block.....	\$75.00 All Day
Non-Resident & for-profit rentals.....	\$100.00/6 hour block.....	\$150.00 All Day
Community Room Deposits:.....	\$100.00 Key Deposit.....	\$100.00 Damage Deposit
Community Room Table Set-up fee.....		\$100.00
Employee Time to Search, Retrieve, and Copy Data Practices Requests.....		\$40.00/hour
Specialized Data Practices Requests Filled by Non-Staff.....		hourly rate/researcher
Copies.....		\$0.25/page
Faxes.....		\$0.50/page
Special Meeting Fee.....		
.....	\$100.00	
Copy of Public Meeting (Videotape/DVD).....		\$50.00
Filing of Affidavit for Office.....		\$2.00
NSF Check Return.....		\$25.00
Assessment Search.....		\$20.00/Address
Replacement Recycling Container.....		No Charge
Additional Recycling Containers.....		\$7.00
Fire Call Charge Back.....	Cost of Fire Services beyond Base Service plus \$25.00 adm. fee	
False Fire Alarm.....		Cost plus \$25.00 adm. fee
False Security Alarm – 1 <sup>st</sup> .....		\$85.00 plus \$25.00 adm. fee
False Security Alarm – 2 <sup>nd</sup> +.....		\$90.00 plus \$25.00 adm. fee
Fire Prevention Inspection.....		\$35.00/hour
Certify delinquent bills to county.....	\$25.00 adm. fee + 8% interest	
Administrative Fee.....		\$25.00
T-Shirts.....		\$11.00
Lauderdale History Book.....	\$25.00 (\$23.34 + \$1.66 tax)	
Historical Video.....	\$8.00 (\$7.47 + \$.53 tax)	
Mileage Reimbursement.....		\$.575 per mile
Rental Housing Appeal Filing Fee.....		\$
Sales Tax: Sale of Goods.....		7.125%
Sales Tax: City Purchases.....		6.875%

**Schedule of Zoning and Permit Fees**

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

**Schedule of Administrative Fines**

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

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

**Fees for Unspecified Requests**

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

ATTEST: \_\_\_\_\_  
Heather Butkowski  
City Administrator  
Lauderdale, Minnesota

\_\_\_\_\_  
Jeff Dains  
Mayor  
Lauderdale, Minnesota

Civil Penalty Fee Schedule for Alcohol Violations

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



# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date	January 13, 2015
ITEM NUMBER	car2go
STAFF INITIAL	<i>[Signature]</i>
APPROVED BY ADMINISTRATOR	

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the last regular council meeting, Josh Johnson of cars2go (C2G), explained that they would like to allow for their car sharing business to operate in the City of Lauderdale. The Council was receptive to this idea as it would open another mobility option to residents. Before they allow cars to be parked here, they want to have an agreement in place with the City. The attached agreement has been reviewed by the city attorney and is ready for adoption.

### STAFF RECOMMENDATION:

Motion to enter into the Car Share Program License Agreement with cars2go as presented.

## CAR SHARE PROGRAM LICENSE AGREEMENT

This Car Share Program License Agreement (“Agreement”) is made and entered into on this \_\_\_\_ day of January, 2015, by and between car2go (“C2G”), a Delaware Limited Liability corporation authorized to do business in Minnesota, and the City of Lauderdale (“City”), a Minnesota municipal corporation.

### Recitals

**WHEREAS**, car sharing provides individuals with access to a fleet of vehicles that can be used on-demand or through a reservation-based system; and

**WHEREAS**, in addition to providing a convenient service for residents and visitors without a personal vehicle or with limited access to one, car sharing can help mitigate transportation issues commonly affecting urban communities, including increased traffic congestion and limited public transit networks; and

**WHEREAS**, C2G specifically provides its members with access to a several hundred car sharing vehicles that can be rented by the minute or by the hour for one-way trips; and

**WHEREAS**, C2G has operated in the City of Minneapolis since September 2013; and

**WHEREAS**, as such, the City seeks to encourage car sharing programs in Lauderdale.

### Obligatory Provisions

**NOW, THEREFORE**, for and in consideration of the following terms and condition, the City and C2G do hereby mutually agree as follows:

1. Term and Termination.
  - a. This Agreement will remain in effect until December 31, 2015. Upon the expiration of the term of this Agreement, this Agreement shall be deemed automatically extended for additional one-year periods, unless either party gives written notice to the other at least thirty (30) days before the expiration of the then current term that the term should not be extended.
  - b. This Agreement may be terminated for convenience by either party at any time and for any reason by written sixty (60) days’ notice. C2G or the City shall provide a written explanation of the reasons for said termination.
2. General Terms and Conditions. The parties agree that cars may be parked in any lawful parking spaces within the City and that vehicles will not be stationed in the City by C2G.

3. Obligations of the City.

a. Unreserved On-Street Parking.

- i. C2G's vehicles may park in any legal public on-street parking space in the City. In the event of street closures or parking restrictions for events, scheduled street cleanings, or other reasons, the City will post signage in advance, notifying of the dates and reasons for restricted parking and C2G will make temporarily alternate parking arrangements.

b. Permitted On-Street Parking.

- i. C2G's vehicles may park in any on-street parking space in the City that requires a residential parking permit. To park in Permitted On-Street Parking, C2G vehicles must be distinctively marked as C2G vehicles.

c. Time, Day, or Other On-Street Restricted Parking.

- i. C2G's vehicles may park in any on-street parking space in the City with limited time-based parking restrictions past the maximum amount of time for that zone, any space limited based on time of day or day of week during the restricted day/time, and/or any space designated for residents or students. Vehicles not subject to these City restrictions must be distinctively marked as a C2G vehicle.

d. No Parking In Travel Lanes During Peak Times.

- i. C2G's vehicles may not park in a public parking space where the public parking space is restricted No Parking for morning and/or afternoon rush hours.

4. Obligations of C2G.

a. General

- i. C2G will provide car sharing services to City's residents in accordance with C2G's then existing trip process, terms, conditions, and privacy policy as available at [www.car2go.com/en/columbus](http://www.car2go.com/en/columbus). The City has no obligation or responsibility for C2G's car sharing process.
- ii. C2G shall ensure proper registration and insurance coverage of C2G's vehicles.
- iii. C2G shall comply with all applicable laws and regulations.
- iv. C2G shall pay all applicable local, state, and federal taxes.

- v. C2G shall, at its own expense, obtain any necessary licenses, including a City of Lauderdale business tax license as appropriate, permits, certifications, accreditations, fees and approvals for complying with any federal, state, county, municipal, and/or other laws, codes, and regulations applicable to the performance of the work or to the products or services to be provided under this Agreement.
  - vi. C2G shall properly maintain and repair its vehicles, keep such vehicles in a neat and clean condition, and comply with all federal, state, county, and local laws regarding vehicles safety and maintenance, including, but not limited to, applicable laws regarding rental or commercial vehicles.
- b. Other Program Costs.
- i. It is the intent of the City to incur no expense associated with its involvement of this car sharing program. Accordingly, C2G will reimburse the City within thirty (30) days of the date of invoicing for all reasonable costs associated with this program including, but not limited to, towing and parking citation fees.
- c. Insurance Requirements.
- i. C2G shall obtain and maintain general liability insurance in the amount of \$1,000,000 in a form acceptable to the City. The City shall also be named as an additional insured on such insurance policy.
5. Advertising. C2G will coordinate with the City in marketing the City's services, as well as other complimentary services or programs requested by the City.
6. Trademark.
- a. The City acknowledges and agrees that "Mercedes-Benz," "Mercedes," "Maybach", and "Smart", the Three-Pointed Star Within a Circle, "car2go", the Maybach logo, the Smart logo and the car2go logo are the solely owned and validly registered trademarks and trade names of Daimler AG, the indirect parent company of car2go N.A., LLC.
  - b. The City recognizes that it is not authorized to use any of Daimler AG's trademarks and trade names; provided, however, City may use the car2go trademark and logo in City marketing/advertising materials, website and social media under this License Agreement upon the prior written approval of car2go.



7. Indemnification and Hold Harmless Agreement.

a. C2G shall defend, indemnify, protect and hold harmless the City, its elected and appointed officers, agents and employees, from and against any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence, or willful misconduct of C2G, its officials, officers, employees, agents, users, and contractors, arising out of or in connection with this Agreement. This indemnity provision does not include any claims, damages, liability, costs and expenses (including without limitations, attorneys' fees) arising from the sole negligence, active negligence or willful misconduct of the City, its officers, agents or employees. C2G agrees to pay all reasonable costs the City incurs in enforcing the indemnity and defense provisions set forth in this paragraph.

b. The City shall defend, protect and hold harmless C2G its agents, and employees from and against any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence, or willful misconduct of City, its officials, officers, employees, agents, and contractors, arising out of or in connection with this Agreement. This indemnity provision does not include any claims, damages, liability, costs and expenses (including without limitations, attorneys' fees) arising from the sole negligence, active negligence or willful misconduct of the C2G, its officers, agents or employees. The City agrees to pay any and all reasonable costs C2G incurs enforcing the defense provisions set forth in this paragraph.

c. C2G's obligations under this section shall survive the termination of this Agreement.

8. Notices. Notices to the City or C2G regarding the terms and conditions under this Agreement shall be in writing and shall be considered effective upon personal delivery to the individual listed below or five (5) calendar days after deposit in any U.S. mailbox, first class and addressed to the other party as follows:

To City:

Attn: Heather Butkowski  
Title: City Administrator  
Address: 1891 Walnut Street  
Lauderdale, MN 55113-5137  
Fax No.: 651-631-2066

To car2go:

Attn: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_

Fax No.: \_\_\_\_\_

9. Governing Law. All questions concerning the intention, validity and meaning of this Agreement or relating to the rights and obligations of the parties with respect to the performance hereunder shall be construed and resolved according to the laws of Minnesota, in a court of competent jurisdiction located in Ramsey County, Minnesota.
10. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes any prior understandings or agreements between them respecting the subject matter. No changes, alterations, modifications, additions or qualifications to the terms of this Agreement shall be made or be binding unless made in writing and signed by each of the parties.

EXECUTED as of the date first written above.

THE CITY OF LAUDERDALE

By: \_\_\_\_\_  
Jeffrey Dains, Mayor

And by: \_\_\_\_\_  
Heather Butkowski, City Administrator-Clerk

car2go N.A., LLC

By: \_\_\_\_\_  
Name:  
Title:

And By: \_\_\_\_\_  
Name:  
Title:

APPROVED AS TO FORM:

\_\_\_\_\_

**LAUDERDALE COUNCIL  
ACTION FORM**

<b>Action Requested</b>	
Consent	_____
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	___X___

Meeting Date	January 13, 2015
ITEM NUMBER	Owner of SuperUSA
STAFF INITIAL	<u>AB</u>
APPROVED BY ADMINISTRATOR	

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

Shawn Punjwani, owner of SuperUSA plans to attend the meeting. He would like to discuss his interest in and vision for the City's recently purchased gas station. I haven't talked to him since Total Wine has made any sort of city liquor store inadvisable. He will likely ask about whether the City is still pursuing that. It will be an informal discussion so feel free to ask any questions you have. Stacie Kvilvang will also be at the meeting.

**STAFF RECOMMENDATION:**

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date January 13, 2015  
 ITEM NUMBER Staff Planning  
 STAFF INITIAL \_\_\_\_\_  
 APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Since the last meeting, staff officially hired Gordon Beck and he has been doing a great job in helping with plowing, cleaning, and especially working with the rink staff to make some great ice. With the temporary arrangement working well, we can start working towards a long-term staffing solution for public works.

Staff have been discussing the pros and cons of a variety of staffing models. I will describe some of them below. Dave Hinrichs will also be at the meeting to share his ideas about how the public works staffing could be structured and what to look for in a new hire.

Obviously, we can move forward with posting for a new public works person who will work roughly the same schedule that Joe worked. This person would be hired to plow and mow along with "modernizing" the public works records. The new person and Dave would continue to share the daily on-call duties. I think staff all agree that another model should be created that would work even better and improve city services to residents.

Part of staff's discussions have focused on achieving seven-day a week coverage without breaking the bank. As City Hall is used seven days a week, as are the warming house and picnic shelter, it would be nice to have someone to address issues that come up on the weekends. If a staff member was here on weekends they could: clean the Social Room between uses; monitor behavior and correct what is not acceptable; clear the sidewalk leading to City Hall in winter; be here to open City Hall when folks forget to pick up keys; clean the picnic shelter between uses; collect trash after large groups; correct people who park/drive on the grass and walking paths; clear and flood rinks and assist warming house staff; help during city events; plow during weekend snow events; and be available for emergency situations that arise. Joe did many of these things over the years because he lived close by. That may not happen if the new employee doesn't live relatively close by.

Because Joe can work part time for up to three year, Dave would like the Council to consider hiring Joe during the spring, summer, and fall when there is more to do in terms of mowing and park maintenance (like three days a week) and then hire another part time person to work the other four days. This could be a Tuesday through Thursday sort of arrangement with a new employee working part time Friday through Monday. There would continue to be two people on duty during the week to complete the tasks that require two people.

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

This concept achieves the goal of providing staffing seven days a week at an affordable price. As I have told Dave, my concern is that this concept may not transition us to our goal of a new employee with the sanitary/storm sewer skills we need to take over when he leaves.

Another concern of public works is that they have difficulty completing bigger projects or projects that require significant set up and take down time (things like sewer jetting, building and equipment repairs, painting, etc.) because Dave's days are broken up by inspections and the continuous three time per week mowing cycle during good weather. I asked Dave to consider whether four ten-hour day shifts would help. He is considering that. That may still leave the opportunity to hire the three day per week person to meet our weekend needs.

As Falcon Heights may be in a similar situation soon, I have been talking to Bart about ways to share public works and inspection services. I think there is potential for this arrangement but currently our needs and vision are not matching up. I can explain further during the meeting.

Staff are looking for feedback from Councilors on our ideas, any concepts you may be thinking about, and ways you envision we can improve city services. Based on the discussion and the direction the Council would like to go, staff will either put more thought and research into ideas (such as costs) or begin working on a job description for the future employee(s).

**STAFF RECOMMENDATION:**

## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date January 13, 2015  
ITEM NUMBER Remote Meeting  
STAFF INITIAL AB  
APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Councilor Hawkinson would like to attend council meetings through an interactive TV method (i.e. Skype). This is allowed by state law if certain conditions are met as you will see in the attached draft policy. The policy language was originally drafted by the City of Hugo. They have a council member who attends meetings from Arizona. They installed the technology needed to meet the technical criteria. The councilor then posts at the local city hall that he will attend the meeting from the city hall in Arizona. They initially adopted a provisional policy that allowed this for three months. They recently adopted the policy without conditions.

If the Council would like councilors to be able to participate in meetings remotely, the attached policy would need to be adopted and the technology would need to be put in place. CTV staff provided the attached information regarding the set up and cost. They would do the set up. A new computer is needed anyway. The additional cost would be a \$100 for an a/v input device.

### STAFF RECOMMENDATION:

## **City of Lauderdale Policy for Remote Meeting Attendance**

**Purpose:** to allow a Lauderdale Council Member, Commission or Board Member to be considered in attendance through interactive online media for the purpose of determining a quorum and participating in all proceedings.

**Background:** Minnesota Statute 13D.02 allows for meetings to be conducted by interactive TV under certain conditions. An advisory opinion released in 2012 by the Information Policy Analysis Division (IPAD) has determined that a city council member can attend and participate in a meeting from a remote location using Skype, if the requirements of the State Statute have been met.

**Policy:** A member of the Council, Commission, or Board will be considered present at a meeting from a remote location using Skype, or similar interactive media, if the following requirements have been met:

1. All members of the body participating in the meeting, wherever their physical location, can hear and see one another and hear and see all discussion and testimony presented at any location at which at least one member is present.
2. Members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body. Public comment will only be allowed at the regular meeting location.
3. At least a quorum of the body is physically present at the regular meeting location.
4. The Presiding Officer must be present at the regular meeting location.
5. Each location at which a member of the body is present is open and accessible to the public.
6. Notice of the meeting shall be provided at each of the locations where a member is participating. The timing and method of providing notice depends on whether the meeting is regular, special, or emergency. For the purpose of remote attendance of regular meeting, the meeting will be considered a special meeting, which is any meeting at a time or place different from that stated in the Council's schedule of regular meetings. The posted notice of a special meeting will comply with the following requirements.
  - a) Notice will be posted by the City Clerk at the regular meeting location.
  - b) Notice will be posted at the remote location by the remote attendee.
  - c) Notice will be posted at least three days prior to the meeting. In calculating the number of days for providing notice, the first day the notice is given should not be counted, but the last day should be counted. But if the last day is a Saturday, Sunday, or a legal holiday, that day is omitted from the calculation and the following day is considered the last day.
  - d) The notice will specify the time zone for the meeting time at both locations.



7. Remote meeting attendee will be responsible for all cost related to technology and devices needed to meet the above requirements.
8. If at any time a quorum of the governing body at the regular meeting location has determined the method of attendance by interactive online media has proven to be disruptive or troublesome to meeting proceedings, the remote attendee will no longer be considered in attendance and will not be permitted to participate in discussion and voting. Reasons to dismiss the remote attendee could be poor quality video or audio, excessive lag time, etc.
9. Any changes in Minnesota State Statute may void or amend this policy.

Adopted by the Lauderdale City Council on January 13, 2015.

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Jeff Dains, Mayor

ATIEST:

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Heather Butkowski, City Administrator

## RELEVANT LINKS:

Minn. Stat. § 412.111.

Minn. Stat. § 412.191, subd.  
1.

Minn. Stat. § 13D.04, subd.  
4.

Minn. Stat. § 13D.02. IPAD  
08-034.

Minn. Stat. § 13D.02. Minn.  
Stat. § 13D.04.

- Assign committee duties to members.
- Approve official bonds that have been filed with the clerk.

## F. Adjourned meetings

City officials often use the terms “adjourned,” “continued,” and “recessed” interchangeably when referring to meetings that are postponed to a future time for lack of a quorum, for convenience, or to complete pending business from a regular meeting.

Although a quorum (majority of a city council in statutory cities) is necessary in order to conduct business, less than a quorum may adjourn or postpone a regularly organized meeting to a fixed, future time. When the council calls an adjourned meeting to complete pending business, the adjournment should be treated as a recess.

If the date, time, and place of the adjourned, continued, or recessed meeting are announced at the previous meeting and the information is recorded in the meeting minutes, no additional public notice is necessary. Otherwise, the notice required for a special meeting is necessary.

## G. Meetings conducted by interactive television

A city council meeting may be conducted by interactive television in compliance with the open meeting law if all four of the following requirements are met:

- At least one councilmember is physically present at the regular meeting location.
- All councilmembers must be able to hear and see each other and all discussion and testimony presented at any location at which at least one councilmember is present.
- All members of the public at the regular meeting location must be able to hear and see all discussion, testimony, and votes of all councilmembers.
- Each location at which a councilmember is present must be open and accessible to the public.

If possible, a member of the public should be able to monitor the meeting electronically from a remote location.

If interactive television is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any site where a member of the public body will be participating by interactive television.

## RELEVANT LINKS:

Minn. Stat. § 13D.02, subd. 5.

IPAD 13-009.

The timing and method of providing notice will depend on whether the meeting is a regular, special, or emergency meeting.

The open meeting law does not provide a definition for the term “interactive television.” Therefore, it is not clear what technology is authorized to be used under this authority. Although school boards have express authority to use “interactive technology with an audio and visual link” to conduct a meeting if all of the other requirements for interactive television are satisfied, city councils do not have similar authority.

However, the commissioner of the Minnesota Department of Administration has advised that a city council meeting where a city councilmember participated through Skype while physically present at a remote location outside Minnesota complied with the statutory authority for conducting meetings through interactive television. After the meeting occurred, a newspaper article suggested that the meeting violated the open meeting law because the councilmember’s remote location was not accessible to the city’s residents.

The advisory opinion noted that the meeting met each of the four requirements in the statute authorizing meetings using interactive television and reasoned that the plain language of the statute does not forbid a member of a public body from attending a public meeting at a location open and accessible to the public outside of the entity’s geographic area, as long as all other conditions of the statute are met.

## H. Telephone or electronic meetings

Meetings may be conducted by telephone or by other electronic means if the following conditions are met:

Minn. Stat. § 13D.021, subd. 1.

- The presiding officer, chief legal counsel or chief administrative officer for the affected governing body determines that an in-person meeting or a meeting conducted through interactive television is not practical or prudent because of a health pandemic or an emergency declared under chapter 12 of the Minnesota Statutes.
- All members of the governing body participating in the meeting can hear each other, and can hear all discussion and testimony.
- Members of the public present at the regular meeting location can hear all discussion, testimony, and votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration.
- At least one member of the governing body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration.

## Heather Butkowski

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**From:** Heather Butkowski  
**Sent:** Friday, January 09, 2015 11:57 AM  
**To:** Heather Butkowski  
**Subject:** FW: from Lauderdale - message at the end.

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**From:** Patrick Cook [<mailto:pcook@ctv15.org>]  
**Sent:** Friday, January 09, 2015 11:54 AM  
**To:** Heather Butkowski  
**Cc:** Terrence Heiser  
**Subject:** Re: from Lauderdale - message at the end.

Heather,

This can be done relatively easily. I'd suggest using Skype or Google. I'm more familiar with Skype so I'll talk about that. Really, the only device you're missing, assuming the current computer is up to the task, is an A/V input device for the computer. Currently, the computer is already hooked into the video system and the large screen in the chambers. The A/V input device should cost under \$100.

Functionally, we would take the program audio and video and feed it back into the computer through the new A/V device. This is what Skype would use as it's "camera" to send to the remote council member. This would allow them to see and hear all of the local members. Then, simply using the existing monitor, we would display the remote member. Oh, we could need a speaker setup for the remote member to be heard. It would also be best if the remote member wore a headset and not the computer speakers.

Cost I anticipate

1. A/V input device ~\$100
2. New Computer ~\$750 (purchased through RV IT)
3. Setup - CTV 100 hours

Let me know if you need more detail.

-Pat

Patrick Cook  
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