

**LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, NOVEMBER 13, 2012
LAUDERDALE CITY HALL, 1891 WALNUT STREET**

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

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the October 23, 2012, City Council Meeting
 - c. Claims Totaling \$98,302.07
4. **CONSENT**
 - a. Third Quarter Investment Report
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
 - a. Canvas 2013 Election Results – Resolution 111312A
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
 - a. Prosecuting City Attorney Katrina Joseph on Proposed Changes to Court Schedule – Resolution 111312B
7. **PUBLIC HEARINGS**

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

 - a. Variance Request for 1746 Carl Street
 - b. Revisions to the Open Burning Ordinance 5-7
8. **DISCUSSION / ACTION ITEMS**
 - a. Variance Request for 1746 Carl Street
 - b. Revisions to the Open Burning Ordinance 5-7
 - c. 2012-2013 Union Contract
 - d. 2013 Sanitary Sewer, Storm Sewer, and Recycling Rates
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. 2013 Budget and Levy

- b. Apply for 2013 Score Grant for Recycling
- c. Apply for Public Entity Innovations Grant for Recycling
- d. Billing Agreement with St. Paul Regional Water
- e. 2013 Sanitary Sewer, Storm Sewer, and Recycling Rates

12. WORK SESSION

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

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

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

- a. City Logo Revisions

13. ADJOURNMENT

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

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October 23, 2012

Mayor Dains called the City Council meeting to order at 7:32 p.m.

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

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

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

Councilor Gaasch moved to approve the October 9, 2012, City Council meeting minutes. Councilor Hawkinson seconded the motion and it passed unanimously.

Councilor Hawkinson moved approval of the claims totaling \$24,914.22. Councilor Mac Lean seconded the motion and it passed unanimously.

Councilor Grove moved to approve the consent agenda acknowledging the September finances and the PCIC Minutes. Councilor Gaasch seconded the motion and it passed unanimously.

Informational Presentations/Reports:

Halloween Party

Bownik presented on the annual Halloween Party at City Hall. The Party lasts from 5:00 to 7:00 p.m. on October 31. As in years past, food and beverages will be available along with trick-or-treat bags, a maze, and a photo slide show of past Halloween events. The City has received many generous cash and candy donations for the Party.

Winter Parking Restrictions on Eustis Street

Butkowski stated the Ramsey County Sign Shop will install posts/signs into the frozen ground if a parking ban needs to take effect. The Council discussed whether the County would be able to do that in a timely fashion. Butkowski will raise the issue with County staff.

Sustainability Workshop Report

No Councilor or resident from the City was able to attend the workshop on October 11. The next Sustainability Workshop is scheduled for November 1 from 6:00-8:00 p.m. at Silverwood Park in St. Anthony.

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Discussion Items:

Ordinance 5-9 Regarding Background Checks for City Employment

Currently, there is no ordinance in place which would allow the St. Anthony Police Department (SAPD) to conduct background checks for the City. The draft ordinance is based on a model developed by the League of Minnesota Cities. The City of St. Anthony is updating their ordinance using the same model.

Councilor Grove moved to adopt Ordinance 5-9 Regarding Criminal History Background Checks for Applicants for City Employment. Councilor Hawkinson seconded the motion and it passed unanimously.

Ordinance 1-5 Regarding Mayor and City Council Compensation

Council member compensation has not increased since 2002. Butkowski supplied the Council with comparative compensation data from small metro area cities. The Council settled upon a \$600.00 yearly increase for council members and a \$900.00 increase for the mayor. The new compensation will take effect January 1, 2013. Councilor compensation will be \$3,000.00 annually; mayoral compensation will be \$4,500.00 annually.

Councilor Mac Lean moved to adopt Ordinance 1-5 Regarding Mayor and City Council Compensation. Councilor Grove seconded the motion and it passed unanimously.

City Logo Revisions

The Council debated different design features for the logo. Butkowski suggested inviting Colleen Dolphin to the next meeting so the Council can provide her input on the design.

Bench Swing Donation

A family in Lauderdale is willing to donate a handmade bench swing to the City. The park committee recommended accepting the donation. The Council suggested placing the bench swing at Skyview Park. The City is responsible for maintaining the bench swing after it comes into the City's possession. The Council thanked the anonymous donor for the generous gift.

Councilor Mac Lean moved to accept the bench swing and place it at Skyview Park. Councilor Gaasch seconded the motion. It passed with Councilors Gaasch, Mac Lean, Grove, and Mayor Dains voting yea and Councilor Hawkinson voting nea.

Additional Street Lighting Request

Increasing the number of street lights in the City was discussed during the October 4 community meeting regarding the recent fires. Butkowski said Xcel Energy will add lights to existing polls at the Council's request. There would be no upfront costs, just the additional monthly cost per

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light. The current monthly cost per street light is about thirteen dollars. The Council suggested getting resident input on the locations for new lights. Butkowski will contact Chief Ohl for his perspective on adding street lights as well.

Grant Application for Sanitary Sewer Lining Project to Correct Issues Related to Inflow and Infiltration

The Council had discussed the matter previously and had no further guidance for staff.

Councilor Mac Lean moved to adopt Resolution 102312A Authorizing Application for the 2012 Municipal Infiltration and Inflow Grant Program. Councilor Gaasch seconded the motion and it passed unanimously.

TIF Fund Project Options Update

Butkowski contacted Xcel Energy. Their engineers will evaluate whether they are able to move the electric utility line to the east side of Eustis Street south of Larpenteur Avenue to make room for a sidewalk on the west side of Eustis Street. Xcel will contact Butkowski within the next couple of months to discuss the options available.

Agenda items for the November 13 council meeting will be establishing utility rates for 2013 and a new billing agreement with St. Paul Regional Water Services.

There have been more incidents with the renters and others at 1954 Malvern Street since the Public Hearing. The owner provided the tenants with notice that they have to leave by November 30. Butkowski will send out notice of a public hearing on the property, if warranted, for the November 13 council meeting.

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

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

Recycling Rates for 2013

Bownik stated the city's recycling contract with Eureka! Recycling ends in 2013. Discussions are underway with Ramsey County to determine how the City will increase recycling rates to meet the new mandates imposed by the state. Any proposed change to our recycling service will need to be reflected in the new recycling contract. Recycling pick up currently costs each household \$2.45 per month. Of the items collected, the City receives 50% of revenue generated by the paper and aluminum which is recycled in the City. The revenue sharing continues to keep

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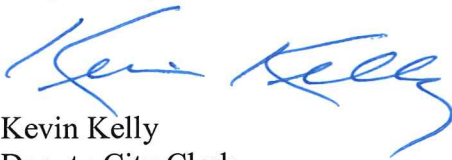
October 23, 2012

the recycling fund balance at a healthy level. Bownik did not suggest raising the recycling rates for 2013.

The Council discussed including a community clean-up component in the next recycling contract. The discussion focused on “bulkies” which can be hard for residents to recycling. Staff will be working with the County to get additional funding for new recycling services.

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 9:17 p.m.

Respectfully submitted,



Kevin Kelly
Deputy City Clerk

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

November 13, 2012 City Council Meeting

<u>Payroll</u>		
10/26/12 Payroll:	Direct Deposit # 501456-501465	\$8,251.16
10/26/12 Payroll:	Payroll Liabilities, e-payments #713E-716E	\$7,010.52
11/09/12 Payroll:	Direct Deposit # 501466-501470	\$7,568.32
11/09/12 Payroll:	Payroll Liabilities, e-payments #718-720	\$5,930.29
<u>Vendor Claims</u>		
11/13/12 Claims:	Check #'s 21437-21457	\$69,541.78
SUBTOTAL		\$98,302.07

Total Claims for Approval	\$98,302.07
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CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501462	000000002	HINRICHS, DAVID C	22	BI-WEEKLY	\$1,147.03	10/26/2012	Outstanding
501463	000000005	HUGHES, JOSEPH A	22	BI-WEEKLY	\$1,719.07	10/26/2012	Outstanding
501458	000000010	DAINS, JEFFREY	22	BI-WEEKLY	\$279.55	10/26/2012	Outstanding
501456	000000011	BOWNIK, JAMES	22	BI-WEEKLY	\$1,540.96	10/26/2012	Outstanding
501457	000000007	BUTKOWSKI-HINRICHS, HE	22	BI-WEEKLY	\$2,126.74	10/26/2012	Outstanding
501461	000000041	HAWKINSON, DENISE	22	BI-WEEKLY	\$188.70	10/26/2012	Outstanding
501465	000000013	MAC LEAN, LARA	22	BI-WEEKLY	\$188.70	10/26/2012	Outstanding
501460	000000019	GROVE, BARBARA ROXANN	22	BI-WEEKLY	\$188.70	10/26/2012	Outstanding
501459	000000020	GAASCH, MARY A.	22	BI-WEEKLY	\$188.70	10/26/2012	Outstanding
501464	000000027	KELLY, KEVIN	22	BI-WEEKLY	\$683.01	10/26/2012	Outstanding
					<u>\$8,251.16</u>		

CITY OF LAUDERDALE

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***Claim Register©**

102612pyrol

OCTOBER 2012

Claim Type	Direct				
Claim# 2952	NORTH STAR BANK, CHECKING S	Ck# 000713E	10/31/2012		
Cash Payment	G 101-21701 FEDERAL TAXES		10/26/12 Payroll		\$1,124.91
	Invoice				
Cash Payment	G 101-21703 FICA WITHHOLDING.		10/26/12 Payroll		\$1,767.65
	Invoice				
Transaction Date	10/31/2012	NORTH STAR CHE	10100	Total	\$2,892.56
Claim# 2953	ICMA RETIREMENT TRUST - 457	Ck# 000714E	10/31/2012		
Cash Payment	G 101-21705 ICMA RETIREMENT		10/26/12 Payroll		\$1,474.18
	Invoice				
Transaction Date	10/31/2012	NORTH STAR CHE	10100	Total	\$1,474.18
Claim# 2954	PERA	Ck# 000715E	10/31/2012		
Cash Payment	G 101-21704 PERA		10/26/12 Payroll		\$1,563.55
	Invoice				
Transaction Date	10/31/2012	NORTH STAR CHE	10100	Total	\$1,563.55
Claim# 2955	MN DEPARTMENT OF REVENUE	Ck# 000716E	10/31/2012		
Cash Payment	G 101-21702 STATE WITHHOLDING		10/26/12 Payroll		\$1,080.23
	Invoice				
Transaction Date	10/31/2012	NORTH STAR CHE	10100	Total	\$1,080.23
	Claim Type	Direct		Tota	\$7,010.52

Pre-Written Check	\$7,010.52
Checks to be Generated by the Compute	\$0.00
Total	\$7,010.52

CITY OF LAUDERDALE

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
501468	000000002	HINRICHS, DAVID C	23	BI-WEEKLY	\$1,186.73	11/9/2012	Outstanding
501469	000000005	HUGHES, JOSEPH A	23	BI-WEEKLY	\$1,758.77	11/9/2012	Outstanding
501466	000000011	BOWNIK, JAMES	23	BI-WEEKLY	\$1,540.96	11/9/2012	Outstanding
501467	000000007	BUTKOWSKI-HINRICHS, HE	23	BI-WEEKLY	\$2,126.75	11/9/2012	Outstanding
501470	000000027	KELLY, KEVIN	23	BI-WEEKLY	\$955.11	11/9/2012	Outstanding
					<u>\$7,568.32</u>		

CITY OF LAUDERDALE

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***Claim Register©**

110912pyrll

NOVEMBER 2012

Claim Type	Direct					
Claim# 2982	NORTH STAR BANK, CHECKING S	Ck# 000718E	11/9/2012			
Cash Payment	G 101-21703 FICA WITHHOLDING.		11/09/12 Payroll			\$1,668.97
	Invoice					
Cash Payment	G 101-21701 FEDERAL TAXES		11/09/12 Payroll			\$1,175.25
	Invoice					
Transaction Date	11/9/2012	Due 0	NORTH STAR CHE	10100	Total	\$2,844.22
Claim# 2983	PERA	Ck# 000719E	11/9/2012			
Cash Payment	G 101-21704 PERA		11/09/12 Payroll			\$1,611.89
	Invoice					
Transaction Date	11/9/2012	Due 0	NORTH STAR CHE	10100	Total	\$1,611.89
Claim# 2984	ICMA	Ck# 000720E	11/9/2012			
Cash Payment	G 101-21705 ICMA RETIREMENT		11/09/12 payroll			\$1,474.18
	Invoice					
Transaction Date	11/9/2012	Due 0	NORTH STAR CHE	10100	Total	\$1,474.18
	Claim Type	Direct			Tota	\$5,930.29

Pre-Written Check	\$5,930.29
Checks to be Generated by the Compute	\$0.00
Total	\$5,930.29

CITY OF LAUDERDALE

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NOVEMBER 2012

Check Amt Invoice Comment

10100 NORTH STAR CHECKING

Paid Chk# 021458	11/13/2012	AFSCME		
G 101-21709		UNION DUES	\$109.18	10/12 Union Dues
		Total AFSCME	\$109.18	

Paid Chk# 021459	11/13/2012	AMERIPRIDE		
E 101-43000-228		MISC REPAIRS MAINT SUPPLIE	\$152.67	1 box of TP and 1 Box of Paper Towels
		Total AMERIPRIDE	\$152.67	

Paid Chk# 021460	11/13/2012	CIRCO INNOVATIONS INC		
E 201-45600-379		HALLOWEEN EVENT	\$143.04	Tubing for Halloween Maze
		Total CIRCO INNOVATIONS INC	\$143.04	

Paid Chk# 021461	11/13/2012	CITY OF ROSEVILLE		
E 101-41200-391		TELEPHONE/PAGERS	\$95.40	11/12 Phone and IT Services
E 101-41200-306		CONSULTING FEES	\$398.75	11/12 Phone and IT Services
		Total CITY OF ROSEVILLE	\$494.15	

Paid Chk# 021462	11/13/2012	CITY OF ST ANTHONY		
E 101-42100-319		POLICE CONTRACT	\$49,672.43	11/12 Police Contract
		Total CITY OF ST ANTHONY	\$49,672.43	

Paid Chk# 021463	11/13/2012	DOLPHINOGRAPHY		
E 101-41200-442		MISC	\$150.00	City Logo
		Total DOLPHINOGRAPHY	\$150.00	

Paid Chk# 021464	11/13/2012	GOPHER STATE ONE-CALL		
E 101-43400-386		GOPHER STATE ONE CALL	\$37.70	10/12 Locates
		Total GOPHER STATE ONE-CALL	\$37.70	

Paid Chk# 021465	11/13/2012	ICMA		
E 101-41200-438		DUES & SUBSCRIPTIONS	\$150.00	2013 KK Membership Dues
E 101-41200-438		DUES & SUBSCRIPTIONS	\$682.25	2013 HB Membership Dues
		Total ICMA	\$832.25	

Paid Chk# 021466	11/13/2012	KATH FUEL OIL SERVICES		
E 601-49000-228		MISC REPAIRS MAINT SUPPLIE	\$52.40	PW garage furnace repair
E 602-49100-228		MISC REPAIRS MAINT SUPPLIE	\$52.40	PW garage furnace repair
E 101-43000-228		MISC REPAIRS MAINT SUPPLIE	\$419.20	PW garage furnace repair
		Total KATH FUEL OIL SERVICES	\$524.00	

Paid Chk# 021467	11/13/2012	KONICA MINOLTA		
E 101-41200-401		COPIER CONTRACT	\$216.41	11/12 Copier Contract
		Total KONICA MINOLTA	\$216.41	

Paid Chk# 021468	11/13/2012	LILLIE SUBURBAN NEWS		
E 101-41500-352		PUBLIC INFO NOTICES	\$212.50	Public Notices - Election Sample Ballot
E 101-41200-352		PUBLIC INFO NOTICES	\$166.25	Public Notices - two ordinances

CITY OF LAUDERDALE

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NOVEMBER 2012

			Check Amt	Invoice	Comment
Total LILLIE SUBURBAN NEWS			\$378.75		
Paid Chk#	021469	11/13/2012	LMC		
E 602-49100-438	DUES & SUBSCRIPTIONS		\$410.00		MCSC annual dues
E 101-41200-308	TRAINING\CONFERENCES		\$40.00		HB LMC regional meeting
Total LMC			\$450.00		
Paid Chk#	021470	11/13/2012	MET-COUNCIL ENVIRONMENTAL SER.		
E 601-49000-387	WATER TREATMENT SERVICE		\$9,765.51		12/12 Waste Water Treatment
Total MET-COUNCIL ENVIRONMENTAL SER.			\$9,765.51		
Paid Chk#	021471	11/13/2012	NORTH SUBURBAN ACCESS CORP		
E 202-49500-327	OTHER SERV- SEWER/NPDES I		\$715.59		3Q12 Webstreaming/Programming
Total NORTH SUBURBAN ACCESS CORP			\$715.59		
Paid Chk#	021472	11/13/2012	PUBLIC EMPLOYEES INS PROGRAM		
G 101-21706	HEALTH INSURANCE		\$2,357.02		11/12 Health Benefits
Total PUBLIC EMPLOYEES INS PROGRAM			\$2,357.02		
Paid Chk#	021473	11/13/2012	RAMSEY COUNTY, PROP REC & REV		
E 101-42100-318	911 Dispatch		\$1,010.43		10/12 911Dispatch
E 101-41200-355	MISC PRINTING/PROCESS SER		\$25.00		11/12 Employee Insurance
G 101-21706	HEALTH INSURANCE		\$429.15		11/12 Employee Insurance
E 101-42100-442	MISC		\$6.24		10/12 800 MHz radio licenses
Total RAMSEY COUNTY, PROP REC & REV			\$1,470.82		
Paid Chk#	021474	11/13/2012	RAPIT PRINTING		
E 101-41200-353	NEWSLETTER PRINTING		\$630.00		4Q2012 Newsletter Printing
Total RAPIT PRINTING			\$630.00		
Paid Chk#	021475	11/13/2012	SAM S CLUB		
E 201-45600-379	HALLOWEEN EVENT		\$132.16		Halloween Event Supplies
E 101-41200-201	GENERAL SUPPLIES		\$51.92		Coffee for City Hall
Total SAM S CLUB			\$184.08		
Paid Chk#	021476	11/13/2012	ST PAUL REGIONAL WATER SERVICE		
E 101-43000-382	WATER		\$22.52		3Q12 Water Service - City Hall
E 101-45200-382	WATER		\$22.52		3Q12 Water Service -Warming House
E 101-43000-382	WATER		\$46.76		3Q12 Water Service - PW Garage
Total ST PAUL REGIONAL WATER SERVICE			\$91.80		
Paid Chk#	021477	11/13/2012	UNIVERSITY OF MINNESOTA		
E 101-43400-308	TRAINING\CONFERENCES		\$175.00		DH-2013 Shade Tree Seminar
Total UNIVERSITY OF MINNESOTA			\$175.00		
Paid Chk#	021478	11/13/2012	WASTE MANAGEMENT		
E 101-43000-384	REFUSE DISPOSAL		\$178.18		11/12 PW Refuse Disposal
Total WASTE MANAGEMENT			\$178.18		

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NOVEMBER 2012

Check Amt Invoice Comment

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 021479 11/13/2012 XCEL ENERGY, CITY HALL					
E 101-43000-381		ELECTRIC	\$179.47		10/12 City Utilities
E 101-43000-383		GAS UTILITIES	\$76.61		10/12 City Utilities
Total XCEL ENERGY, CITY HALL			\$256.08		
<hr/>					
Paid Chk# 021480 11/13/2012 XCEL ENERGY, STREET LIGHTING					
E 101-43000-380		STREET LIGHT UTILITY	\$43.28		10/12 Bridge Lights
E 101-43000-380		STREET LIGHT UTILITY	\$513.84		10/12 Street Lights
Total XCEL ENERGY, STREET LIGHTING			\$557.12		
10100 NORTH STAR CHECKING			\$69,541.78		

Fund Summary

10100 NORTH STAR CHECKING	
101 GENERAL	\$58,270.68
201 COMMUNITY EVENTS	\$275.20
202 COMMUNICATIONS	\$715.59
601 SEWER UTILITIES	\$9,817.91
602 STORM SEWER ENTERPRISE FUND	\$462.40
	<hr/>
	\$69,541.78

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date November 13, 2012

ITEM NUMBER 3Q12 Investment Report

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The attached report and spreadsheet reflect the City's investment activity for the third quarter of 2012.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges the third quarter investment report for 2012.

COUNCIL ACTION:

**City of Lauderdale
Third Quarter Investment Report
November 13, 2012**

The quarter ended with a general fund balance of \$544,421.39 and cash and investments totaling \$3,147,024.12. That is the total of all fund balances including the 601 and 602 sewer enterprise funds. Since the City pools the fund balances for investment purposes, at quarter end \$2,966,702.30 was invested. \$1,366,681.30 was invested in money market funds and \$1,600,021.00 in certificates of deposit (CDs).

The City did not purchase CDs this quarter and only one CD matured.

The money market rates remain lack luster. The month by month rates for the money market accounts follow.

Table 1: Average Money Market Rates: January 2012 – September 2012

	January	February	March
4M Fund	0.02%	0.02%	0.02%
4M Plus Fund	0.05%	0.05%	0.05%
SB Inst. MM	0.02%	0.04%	0.04%

	April	May	June
4M Fund	0.02%	0.02%	0.02%
4M Plus Fund	0.05%	0.05%	0.05%
SB Inst. MM	0.05%	0.05%	0.05%

	July	August	September
4M Fund	0.02%	0.02%	0.02%
4M Plus Fund	0.05%	0.05%	0.05%
SB Inst. MM	0.06%	0.06%	0.05%

This quarter, the City earned \$4,523.16 from investments compared to \$5,140.74 last quarter (totaling \$13,330.06 for 2012). In summary, the City earned \$30,612.67 in interest in 2011 and \$54,673.60 in 2010.

Table 2 shows how the interest was divided between the funds and compares interest earned to the adopted budget. The funds with the largest balances get the greatest interest distributions.

Table 2: Investment Earning Distribution by Fund

Fund	2012 Budget	As of September 30
101 – General Fund	\$6,000	\$2,072.56
201 – Community Events	\$100	\$30.00

202 – Communication	\$300	\$99.24
203 – Recycling	\$800	439.00
304 – 2003 Street Improve	\$3,000	\$1,034.86
401 – Capital Improve, Street	\$4,500	\$2,360.89
402 – Capital Improve, Gen	\$1,000	\$221.08
403 – Capital Improvement, Storm Sewer	\$1,800	\$802.81
404 – Capital Improve, Parks	\$1,200	\$1,117.97
405 – TIF Projects	\$2,000	\$1,527.16
407 – Sewer Improvements	\$4,000	\$1,936.81
601 – Sewer Enterprise Fund	\$2,300	\$1,426.50
602 – Storm Sewer Enterprise Fund	\$500	\$261.18
Totals	\$27,500	\$13,330.06

At the end of the quarter, the securities were held an average of 730 days or a full 24 months. Currently, investment maturity dates are laddered through May 2014. It seems doubtful rates will improve in the near future so staff will continue to ladder short-term CDs. If the rates rise, the City will be able to step up to the better rates with each maturity.

Staff provides Councilors the investment spreadsheet as an internal control procedure required by the city's auditor. As always, staff is available to answer questions and provide the Council with research related to the City's investments.

2012 City of Lauderdale Investments

Investment	FDIC	CUSIP	% Rate	Approx. Holding In Days	Maturity Date	Purch Date	Balance 12/31/2011	Purchases	Sales	Transfers In	Transfers out	Interest/Dividends	Balance 1/31/2012	Purchases	Sales	Transfers In	Transfers out	Interest/Dividends	Balance 2/28/2012	Purchases	Sales	
Smith Barney																						
Inst Gov't Money Market																						
CD Apple Bank for Savings (NY)	16068	037830	0.550	730	4/4/2014	4/4/2012	27,767.05	-	-	428.49	-	0.52	528,196.06	-	-	-	-	0.55	28,196.51	-	-	
CD GE Capital Finance (UT=semi Sept 11)	33778	36160T	1.350	1086	3/11/2014	3/11/2011	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD BAWF Bank of North America (UT=semi Sept 11)	35141	05588P	1.150	915	9/11/2013	3/11/2011	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Aurora Bank FSB (DE, In: Jan & July)	30889	05155T	0.850	730	7/15/2013	7/15/2011	100,000.00	-	428.49	-	-	428.49	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Private Bank (Chicago)	74287G	0.550	365	5/24/2013	5/25/2011	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CD Goldman Sachs Bank	33124	38142E	0.650	547	3/28/2013	9/26/2011	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Merrill Bank, NJ (semi-In)	35055	59155T	0.550	547	3/29/2012	9/29/2010	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							527,767.05	-	428.49	428.49	-	429.01	528,196.06	-	-	-	-	0.55	528,196.91	-	101,844.93	
Northland																						
Money Market																						
CD Ally Bank, Midvale, UT (Apr/Oct)	57803	02005Q	0.650	730	4/4/2014	4/4/2012	179.01	-	-	99,468.21	-	-	99,647.22	-	-	-	-	-	99,647.22	-	-	
CD CE Money Bank (Capital Retail)	27314	36169P	0.950	730	9/23/2013	9/23/2011	100,007.00	-	-	-	-	-	100,007.00	-	-	-	-	-	100,007.00	-	-	
CD American Express Centurion (Jan/Jul 21 In)	27471	02587D	0.550	547	1/22/2013	7/21/2011	100,007.00	-	277.26	-	-	277.26	100,007.00	-	-	-	-	-	100,007.00	-	-	
CD First Republic Bank, NC (June)	3510	326899	1.700	730	5/20/2012	5/20/2010	96,520.91	-	-	-	-	-	96,520.91	-	-	-	-	-	96,520.91	-	-	
CD Orange Bank of Florida (Mo In)	57980	68407A	2.200	915	1/30/2012	7/29/2009	99,005.00	-	99,190.95	-	-	185.95	0.00	-	-	-	-	-	0.00	-	-	
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							395,278.92	-	99,468.21	99,468.21	-	463.21	396,182.13	-	-	-	-	-	473.70	396,182.13	-	473.70
RBC Dain Rauscher																						
Money Market																						
CD Cedar Rapids Bank	57224	15031T	0.500	1095	4/13/2015	4/12/2012	-	-	-	84.93	-	-	-	-	-	-	-	-	-	-	-	
CD Discover Bank, Greenwood, DE	5649	254670	0.650	730	2/24/2014	2/22/2012	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CD Compress Bank, AL	20449E	0.500	365	5/23/2013	5/23/2012	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CD Community Bank South, Parsons, TN (Mo, In)	18848	20404U	1.000	730	10/29/2012	10/29/2010	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Bear Bank (LV)	57833	07370A	0.500	365	9/26/2012	9/26/2011	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Ally Bank, Midvale, UT (Apr/Oct)	57803	02004A	0.700	548	4/30/2012	10/29/2010	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
CD Bear Bank (TX)	32574	07370A	0.500	365	4/13/2012	4/13/2010	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							400,000.00	-	84.93	84.93	-	84.93	400,000.00	-	-	-	-	84.93	500,000.00	-	79.45	
Piper Jaffray																						
Money Market																						
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Financial Northeastern Companies																						
Money Market																						
CD World's Foremost Bank	57079	12021S	1.070	1095	2/17/2015	2/17/2012	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CD FNB Third Bank (CH)	12031T	0.800	732	5/19/2014	5/18/2012	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CD One West Bank (CA)	58978	51207E	0.400	548	9/30/2013	3/28/2012	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							-	-	-	-	-	-	-	-	-	-	-	-	-	-		
ICD Securities																						
Money Market																						
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Portfolio Value							-	-	-	-	-	-	-	-	-	-	-	-	-	-		
4M Funds																						
Invest Fund																						
Plus Fund	594	772.01	-	-	-	-	594,772.01	-	-	84.93	-	7.69	594,864.63	-	-	-	-	6.42	394,956.98	-	-	
4M Short Term Series	990	114.28	-	-	-	-	990,114.28	-	-	-	-	36.72	960,150.98	-	-	-	-	34.77	960,185.75	-	-	
Future purchases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Account	-	-	-	-	-	-	1,554,886.27	-	-	84.93	-	44.41	1,555,015.61	-	-	-	-	41.19	1,355,141.73	-	-	
TOTAL INVESTMENTS AND CDs							2,878,372.24	-	513.42	598.35	-	1,021.56	2,879,393.80	-	-	-	-	126.97	2,879,320.77	-	101,924.33	
** Average holding of Current CDs/Agencies																						
790.3 Days																						
From "Cash Balances"																						
101-10400 Invest																						
Actual Bal. 101-10100																						
Inv Bal BS																						
Interest																						
New Balance																						
2,878,372.24																						
2,127,455.48																						
750,916.76																						
2,878,372.24																						
1,021.56																						
2,879,393.80																						
From "Cash Bal"																						
101-10400 Invest																						
Actual Bal. 101-10100																						
Inv Bal BS																						
Interest																						
New Balance																						
2,879,393.80																						
126.97																						
2,879,520.77																						
From "Cash Bal"																						
101-10400 Inv																						
Actual Bal. 101																						
Inv Bal BS																						
Interest																						
New Balance																						
101,924.33																						

Transfers in	Transfers out	Interest/ Dividends	Balance 3/31/2012	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 4/30/2012	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 5/31/2012	Purchases	Sales	Transfers in	Transfers out	Interest/ Dividends	Balance 6/30/2012	Purchases	Sales	
101,844.93	-	1.66	130,045.50	-	100,000.00	-	-	1.58	30,045.08	-	10,000.00	-	-	1.16	20,046.24	-	-	-	-	0.90	20,047.14	-	-	
-	-	673.35	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	573.42	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	324.11	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	274.25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
101,844.93	-	1,846.59	530,045.50	100,000.00	100,000.00	-	-	1.58	530,045.08	100,000.00	10,000.00	-	-	1.16	620,046.24	-	-	-	-	0.90	620,047.14	-	-	
473.70	79.45	-	100,126.92	-	100,007.00	-	-	-	113.92	-	100,000.00	-	-	-	100,007.00	-	-	-	-	-	-	100,007.00	-	-
-	-	473.70	100,007.00	-	-	-	-	-	100,007.00	-	-	-	-	-	100,007.00	-	-	-	-	-	-	100,007.00	-	-
-	-	-	96,520.91	-	-	-	-	-	96,520.91	-	100,000.00	-	-	3,479.09	0.00	-	-	-	-	-	-	0.00	-	-
-	-	-	0.00	-	-	-	-	-	0.00	-	-	-	-	-	0.00	-	-	-	-	-	0.00	-	-	
473.70	-	473.70	396,655.83	100,007.00	100,007.00	-	-	-	396,655.83	-	100,000.00	100,000.00	-	3,479.09	300,021.00	-	-	-	-	-	-	300,021.00	-	274.25
79.45	79.45	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	41.10	-	-	41.10	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	79.45	100,000.00	-	-	-	-	-	100,000.00	-	82.19	-	-	82.19	100,000.00	-	-	-	-	-	-	100,000.00	-	-
-	-	-	100,000.00	-	-	-	-	-	(0.00)	-	-	-	-	(0.00)	100,000.00	-	-	-	-	-	(0.00)	100,000.00	-	-
-	-	-	100,000.00	-	-	-	-	-	(0.00)	-	-	-	-	(0.00)	100,000.00	-	-	-	-	-	(0.00)	100,000.00	-	-
79.45	79.45	79.45	500,000.00	100,000.00	200,936.44	200,936.44	200,936.44	836.44	400,000.00	100,000.00	123.29	-	-	123.29	500,000.00	-	-	-	-	-	500,000.00	-	123.29	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
79.45	79.45	-	79.45	-	-	-	-	-	164.38	-	82.19	-	-	82.19	282.73	-	-	-	-	-	0.03	452.62	-	82.19
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	36.16	-	-	36.16	100,000.00	-	-	-	-	-	50.96	100,000.00	-	49.32
-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	-	-	-	33.97	100,000.00	-	32.88
79.45	79.45	79.45	200,079.45	-	-	84.93	84.93	84.93	200,164.38	100,000.00	116.35	116.35	-	116.35	300,282.73	-	-	-	-	-	169.86	300,652.62	-	164.39
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
79.45	79.45	-	295,040.23	-	-	-	-	-	395,980.35	-	100,237.21	-	-	2,82	146,229.48	-	-	-	-	-	1.80	250,000.00	-	-
-	-	4.80	100,000.00	-	-	-	-	-	100,000.00	-	90,000.00	-	-	31.05	745,281.34	-	-	-	-	-	27.36	100,000.00	-	-
-	-	33.64	835,219.39	-	-	-	-	-	835,250.29	-	-	-	-	-	100,000.00	-	-	-	-	-	100,000.00	-	-	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
79.45	225,000.00	38.44	1,130,259.62	-	-	200,936.44	100,000.00	34.58	1,231,230.64	200,000.00	100,237.21	440,000.00	-	33.97	891,501.82	100,000.00	100,000.00	127.40	-	29.16	891,658.38	350,000.00	-	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
102,003.83	225,079.45	2,577.63	2,757,038.40	300,007.00	401,028.37	401,957.81	300,936.44	1,057.53	2,758,095.93	200,000.00	10,123.29	100,237.21	440,000.00	3,755.66	2,611,851.79	100,000.00	100,127.40	254.80	-	327.35	2,612,179.14	350,000.00	547.13	
blances*	2,754,520.77	-	-	From "Cash Balances" 101-10400 Invest Actual Bal. 101-10100	2,757,038.40	-	2,608,095.93	-	2,608,095.93	101-10400 Invest Actual Bal. 101-10100	2,313,988.72	294,127.21	2,611,851.79	375,484.33	2,611,851.79	101-10400 Invest Actual Bal. 101-10100	375,484.33	327.35	2,612,179.14	From "Cash Balances" 101-10400 Invest Actual Bal. 101	547.13	-	-	
3rd	2,307,376.74	-	-	Inv Bal BS	2,757,038.40	-	2,608,095.93	-	2,608,095.93	Inv Bal BS	2,611,851.79	294,127.21	2,611,851.79	375,484.33	2,611,851.79	Inv Bal BS	327.35	2,612,179.14	Inv Bal BS	-	-	-		
-10100	447,144.03	-	-	Interest	1,057.53	-	3,755.66	-	3,755.66	Interest	2,612,179.14	-	-	-	2,612,179.14	Interest	-	-	Interest	-	-	-		
-	2,754,520.77	-	-	New Balance	2,758,095.93	-	2,612,179.14	-	2,612,179.14	New Balance	2,612,179.14	-	-	-	2,612,179.14	New Balance	-	-	New Balance	-	-	-		

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 13, 2012

ITEM NUMBER: 2012 Canvas of Election
Results

STAFF INITIAL: K.K.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Elections were held at City Hall on November 6, 2012, to elect a mayor and two city council members. According to Minnesota Statute section 205.185, the governing body of a city shall act as the canvassing board, canvas the returns, and declare the results of the election within three to ten days after a general election. The write-in candidates for City office are reported and are included in the official canvassing document.

OPTIONS:

STAFF RECOMMENDATION:

Motion to adopt resolution 111312A - certifying the election returns of the November 6, 2012, General Municipal Election.

COUNCIL ACTION:

RESOLUTION NO. 111312A

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

**RESOLUTION CERTIFYING THE ELECTION RETURNS
OF THE NOVEMBER 6, 2012, GENERAL MUNICIPAL ELECTION**

WHEREAS, the City of Lauderdale election judges have tabulated the votes in Precinct I for Mayor for a term of two years and two Council members for a term of four years effective January 1, 2013, with the following results:

MAYOR	VOTES
Jeffrey E. Dains	948
Write-Ins	30
COUNCIL MEMBERS	VOTES
Lara Mac Lean	776
Denise Hawkinson	667
Write-Ins	24

NOW THEREFORE, BE IT RESOLVED by the Canvassing Board that Jeffrey E. Dains is duly declared elected to the Office of Mayor for a term of two years beginning January 1, 2013, and that Denise Hawkinson and Lara Mac Lean are duly declared elected to the Office of City Council for a term of four years beginning January 1, 2013.

BE IT ALSO RESOLVED, that the City Clerk be directed to certify such election returns to the Ramsey County Auditor.

I CERTIFY THAT the above resolution was adopted by the City Council of Lauderdale on this 13th day of November, 2012.

(ATTEST)

Jeffrey E. Dains, Mayor

(SEAL)

Heather Butkowski, City Administrator

2012 Recipients of Write-In Votes

Office of the Mayor

Batman - 2
Jeremy Carr – 2
Tony Goodmanson – 2
Anyone else – 2
Mickey Mouse – 2
Matthew Palin – 2
Paul Roufs – 2
Mark Salovich – 2
Andrea Aaserude -1
Adam Afseth - 1
Chad Brewer – 1
Clay Christenson – 1
Marvin Florek – 1
Amanda Gibson - 1
Mark Hawkinson - 1
Doug Jordahl – 1
Bob Lerfald - 1
Christopher Matthews – 1
Tony Mieloch - 1
Drew Miller (William III) -1
Richard D. Miller – 1
Captain Ron – 1
Han Solo - 1
Oval Filled and Left Blank - 1

Office of the City Council

Jeremy Carr – 3 Tony Goodmanson - 2 Pat Lyles – 2 Adam Afseth - 1 Dawn Bartylla - 1 Karen Doherty – 1 Kelly Dolphin - 1 Boba Fett – 1 Michael V. Hirt -1 Joe Hughes - 1 Jabba – 1 Kendra Kauppi -1 Lindsey Lo 'svag - 1 Drew Miller (William III) -1 Mickey Mouse – 1 Paul Roufs – 1 Bill Silverman - 1 Hans Simons - 1 Chris Wilberts – 1 Oval Filled and Left Blank - 1
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**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 13, 2012

ITEM NUMBER Court Schedule

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Katrina Joseph stopped by on Thursday. She had just met with the other prosecuting attorneys and police chiefs in Ramsey County to find out more about the proposed scheduling changes within the Ramsey County court system. The proposed changes are to the detriment of the suburban attorneys. Katrina will be at the council meeting to provide the details. She would like the Council to consider passing the attached resolution in opposition to the change as it will increase the number of days city prosecutors will be required to be at the court house. As such, the cost for the representation will be passed on to the cities.

OPTIONS:

Decide whether to adopt the resolution after hearing Katrina's presentation.

STAFF RECOMMENDATION:

COUNCIL ACTION:

RESOLUTION NO. 111312B

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

**A RESOLUTION REQUESTING THE RAMSEY COUNTY DISTRICT
COURT RETAIN THE CURRENT SCHEDULING SYSTEM FOR
SUBURBAN CRIMINAL CASES**

WHEREAS, the City of Lauderdale has its gross misdemeanor and misdemeanor cases heard in Ramsey County District Court; and

WHEREAS, the Ramsey County District Court has under consideration the adoption of a new criminal court assignment system for suburban cases; and

WHEREAS, the new system will at least double the number of appearances required by the city prosecutor; and

WHEREAS, the City of Lauderdale does not have the funds to provide for the staffing of the new system given the current economic conditions.

NOW THEREFORE BE IT PROCLAIMED that the City of Lauderdale requests that the Ramsey County District Court retain the current scheduling system for suburban criminal cases.

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, November 13, 2012, as the same appears in the minutes of said meeting on file and of record in City Offices.

ADOPTED by the City Council of Lauderdale this 13th day of November, 2012.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

MEMO

DATE: NOVEMBER 13, 2012
TO: MAYOR AND COUNCIL
FROM: JIM BOWNIK
RE: VARIANCE APPLICATION FOR 1746 CARL STREET

APPLICANT, PROPERTY OWNER, AND LOCATION

John Hazen
1746 Carl Street
Lauderdale, MN 55113

PROPOSAL & VARIANCE REQUEST

The applicant is proposing to raise the roof of the garage to accommodate a storage room above the garage. The proposed new height of the garage is 22.5 feet at the peak. The variance is being requested because the garage is located within the side setback area (3 feet from the north side property line), of which a previous variance had been granted.

POLICIES AND PROCEDURES FOR VARIANCE APPROVAL

In reviewing this variance request, the Council should consider the Zoning Ordinance requirements as well as relevant State Statutes. These requirements are outlined on the attached Variance Checklist.

Here is the general order of procedure.

- 1) Staff presentation.
 - Apply the Practical Difficulties Test
- 3) Public Hearing.
- 4) Approve or deny the variance.

PRACTICAL DIFFICULTY TEST

The municipal variance standard requires the city to apply a three-factor test for "practical difficulties" consisting of (1) reasonableness, (2) uniqueness, and (3) essential character.

A variance should be granted if strict enforcement of the municipal variance standard as applied to a particular piece of property would cause the landowner a "practical difficulty." The landowner is generally entitled to the variance if and only if the applicant meets the statutory three-factor test for practical difficulty. If the applicant does not meet all three factors of the statutory test, then a variance should not be granted.

1) The property in question cannot be put to a reasonable use if used under conditions allowed by the official controls:

- In general, one can conclude that "reasonable use" can be achieved without a variance. A storage room above the garage could still be built without special approvals, but not within the encroachment area of 2 feet on the north. The question then becomes, how would the garage look aesthetically?

2) The plight of the landowner is due to circumstances unique to the property not created by the landowner:

- A variance was granted in 1980 for the 2-foot encroachment. Mr. Hazen was not the landowner that requested the variance when the garage was originally built.

3) The variance, if granted, will not alter the essential character of the locality:

- The City has granted variances to side yard setbacks for garages in the past.
- Granting this variance request does not appear to impact the essential character of the neighborhood.

ESTABLISHING THE FINDINGS OF FACT (Based on Answers to Questions on the Variance Checklist)

The applicant has provided the following answers to the questions below:

A) How does the proposal put your property to use in a reasonable manner?

The applicant states he needs more storage in order to park his vehicles in the garage.

B) What are the unique circumstances to the property not created by the landowner?

The applicant states that a previous property owner built the garage 2 feet into the side yard setback.

C) How will a variance, if granted, not alter the essential character of the locality?

The applicant states the footprint of the structure (its location on the ground) will not change; only the height changes.

D) How is granting of a variance in harmony with the purposes and intent of the Zoning Ordinance?

The applicant states the proposed height of the structure is within the height requirements of the ordinance.

E) How are the terms of a variance consistent with the Comprehensive Plan?

The applicant states the Comprehensive Plan has information about new housing, but does not get into detail about attic and storage trusses.

ENCLOSURES

A) Original variance application, site plan and variance checklist.

PUBLIC HEARING

Adjacent property owners received notice of tonight's public hearing.

CITY COUNCIL ACTION OPTIONS

1) Motion to approve the variance and direct staff to prepare a resolution of approval with findings of fact for the next meeting.

- Conditions may be imposed on granting of variances if those conditions are directly related to and bear a rough proportionality to the impact created by the variance.

2) Motion to deny the variance and direct staff to prepare a resolution of denial with findings of fact for the next meeting.

- If the variance is denied, state the rationale for the denial in the motion.

City of Lauderdale

MAIN 651-792-7650

LAND USE APPLICATION

Date: 9-23-12

<u>Fee</u>	<u>Escrow</u>	<u>Type of Request</u>	<u>Description of Request</u>
\$100	\$ 0	<input type="checkbox"/> Lot Consolidation/Division	<u>Raising Roof on</u>
\$150	\$ 0	<input checked="" type="checkbox"/> Variance	<u>Garge</u>
\$200	\$ 0	<input type="checkbox"/> Conditional Use	
\$500	\$1,000	<input type="checkbox"/> Zoning Amendment	
\$500	\$1,000	<input type="checkbox"/> Subdivision	
\$500	\$1,000	<input type="checkbox"/> PUD	

Applicant Information

Name: John Mazer
 Address: 1746 Carl St.
 C, S, Z: Lauderdale, MN 55113
 Phone: 651-917-7121
 Email: _____
 Signature: *John Mazer*

Owner Information (if different)

Name: _____
 Address: _____
 C, S, Z: _____
 Phone: 952-292-2172 Johncell
 Email: _____
 Signature: _____

By signing above, the applicant agrees to pay the application fee and deposit an escrow fee to cover the city's consultants' costs associated with reviewing the associated request. Prior to having the request considered by the city, the applicant must deposit an escrow fee in an amount that is estimated to cover the city's consultants' costs as determined by the city administrator. If the city's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The city shall use the applicant's fees to cover the city's actual consultants' costs in reviewing the request regardless of the city's action on the applicant's request. If the applicant's escrow fees exceed the city's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.

Review Timeline: All applications, other than concept plans, must be complete before being formally reviewed. Minnesota Statute provides 15 days to determine the application's completeness. Completeness depends on whether or not the checklist items are fulfilled.

Checklist: Please review the checklist for the type of application you are applying for.

For Office Use Only	PIN#: _____
Date of Complete Application: <u>11-2-12</u>	Amount Paid: <u>150-</u> Receipt #: <u>10702</u>
Escrow Fee Paid: <u>—</u>	Receipt #: <u>—</u> Date Escrow Returned: <u>—</u>
PC Recommendation: (approve/deny) _____	Meeting Date: _____
Public Hearing Date: _____	CC Action: (approved/denied) Meeting Date: _____
Conditions? _____	

Received 10-2-12 Received 10-19-12
 Incomplete 10-3-12

*Dawn
home)*

CITY OF LAUDERDALE VARIANCE CHECKLIST

The following requirements must be met in order for your variance application to be considered complete:

1) Have a pre-application meeting with city staff before submitting a variance application. Please bring the completed application and all required documents to this meeting.

2) Submit the following:

A) Variance application and fee.

B) Site Plan:

- Drawn to scale. *yes*
- Delineating your property lines (by locating property stakes, submitting a Certificate of Survey, or other means).
- Showing lot lines, street names, locations and dimensions of all existing or proposed buildings, setback distances, parking areas, lot coverage percentage (as defined by structures covered by a roof) and any other pertinent site information.

3) Describe your proposed project and why you are requesting a variance.

Add storage space Above garage, previous property owner

4) Answer the following questions: *Built Garage 2 ft over set back on side of the Garage*

A) How does the proposal put your property to use in a reasonable manner?

more storage so I can park my vehicles in the garage

B) What are the unique circumstances to the property not created by the landowner?

previous owner built garage on set back

C) How will a variance, if granted, not alter the essential character of the locality?

will not affect the size going up in height only

D) How is granting of a variance in harmony with the purposes and intent of the

Zoning Ordinance (Lauderdale's Zoning Ordinance can be found online at

www.ci.lauderdale.mn.us)? *will not affect zoning ordinance will not be any taller than any other structure*

E) How are the terms of a variance consistent with the Comprehensive Plan - Does not

(Lauderdale's Comprehensive Plan can be found online at www.ci.lauderdale.mn.us)? *Describe About a New Housing*

Information You Should Know

- The municipal variance standard requires the city to apply a three-factor test for "practical difficulties" consisting of (1) reasonableness, (2) uniqueness, and (3) essential character.
- Thus, the city is required to adopt findings based on the questions above.
- Conditions may be imposed on granting of variances if those conditions are directly related to and bear a rough proportionality to the impact created by the variance.



left message w/contractor about needing
a variance 5-31-12 JB

Talked to contractor about variance
issue @-13-12 JB

Wall to Wall Construction Inc.
9475 Geneva Ave. South
Cottage Grove MN 55016
Phone # 651-485-2605 Fax # 651-458-0529
E-mail Steve Leithauser @ aol.com
Minnesota Contractor License # bc630484

Date 5-23-2012

Scope of work for John Hazens garage, 1746 Carl St Lauderdale MN

Take off existing roof trusses off of the garage, rebuild the header wall with a continuous 30 ft double 18 inch LVL, take out concrete where both of the overhead doors meet and put a 3 ft X 3 ft footing in 16 inches deep with rebar in it, will hammer drill into existing cement with the rebar, install new attic and storage trusses 2 ft on center, plywood the roof and walls with 1/2 inch osb plywood, will be siding and roofing the garage the same as the house. All the existing walls will remain the same except the front wall. The foot print of the garage will remain the same. Building size will be 30 ft wide X 24 ft deep. peak height to be 22'6 10 ft wall height The footings are 1 ft perimeter thick around the entire garage, trusses to be hurricane clipped, straps from the trimmers to header and the top plate. Contact Steve from Wall to Wall cons 651-485-2605

1746 Carl

10'0 wall height

All Existing walls to remain the same Except the front wall Footprint to remain the same

1-16 X 8 over head Door

1-9 X 8 over head window

Trusses to be 2 ft on center

Front Garage wall to be 2-18 in microlamb continuous 30ft.

Peak Height: 22'6"

Footings are a 1ft perimeter around entire Garage

2X6 facing wood and wall plywood to be 1/2 inch plywood

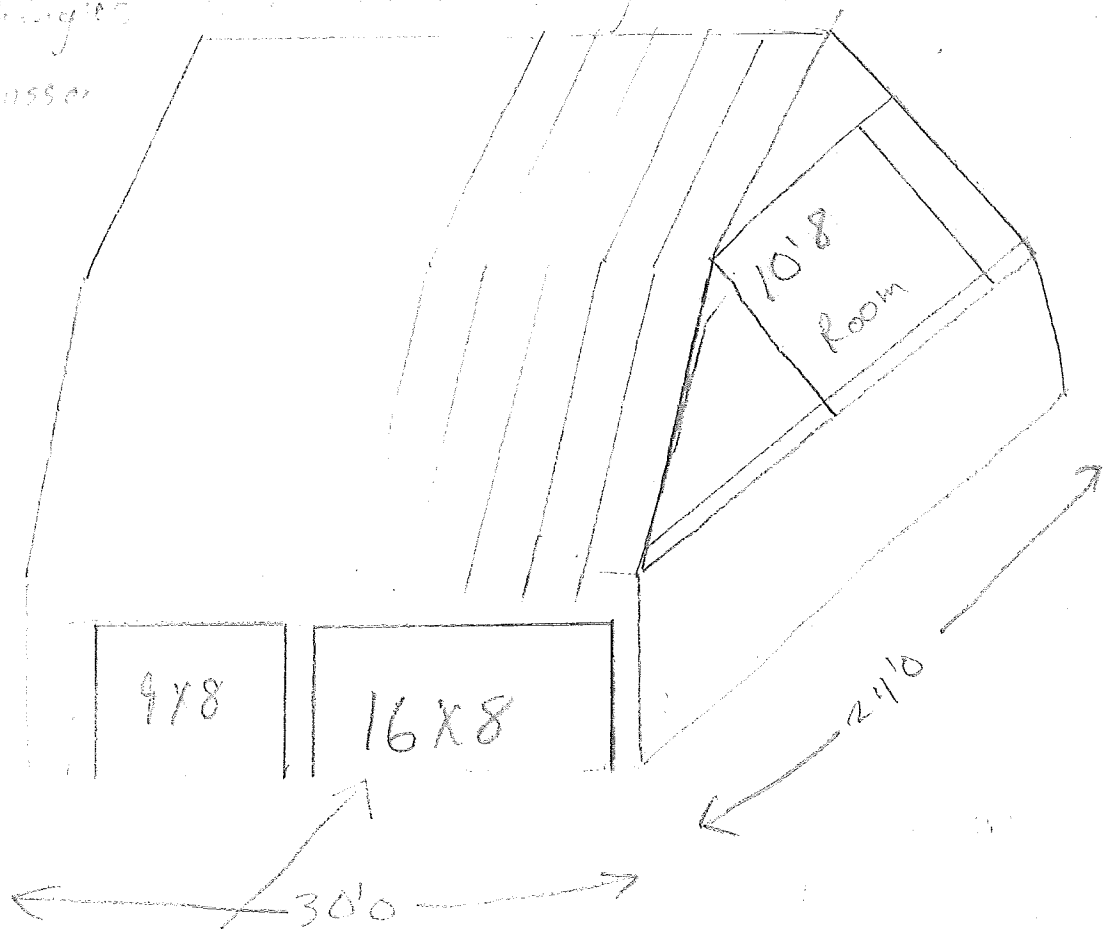
Siding and shingles to match existing house

Hurricane clip bracer

Strap Headers to

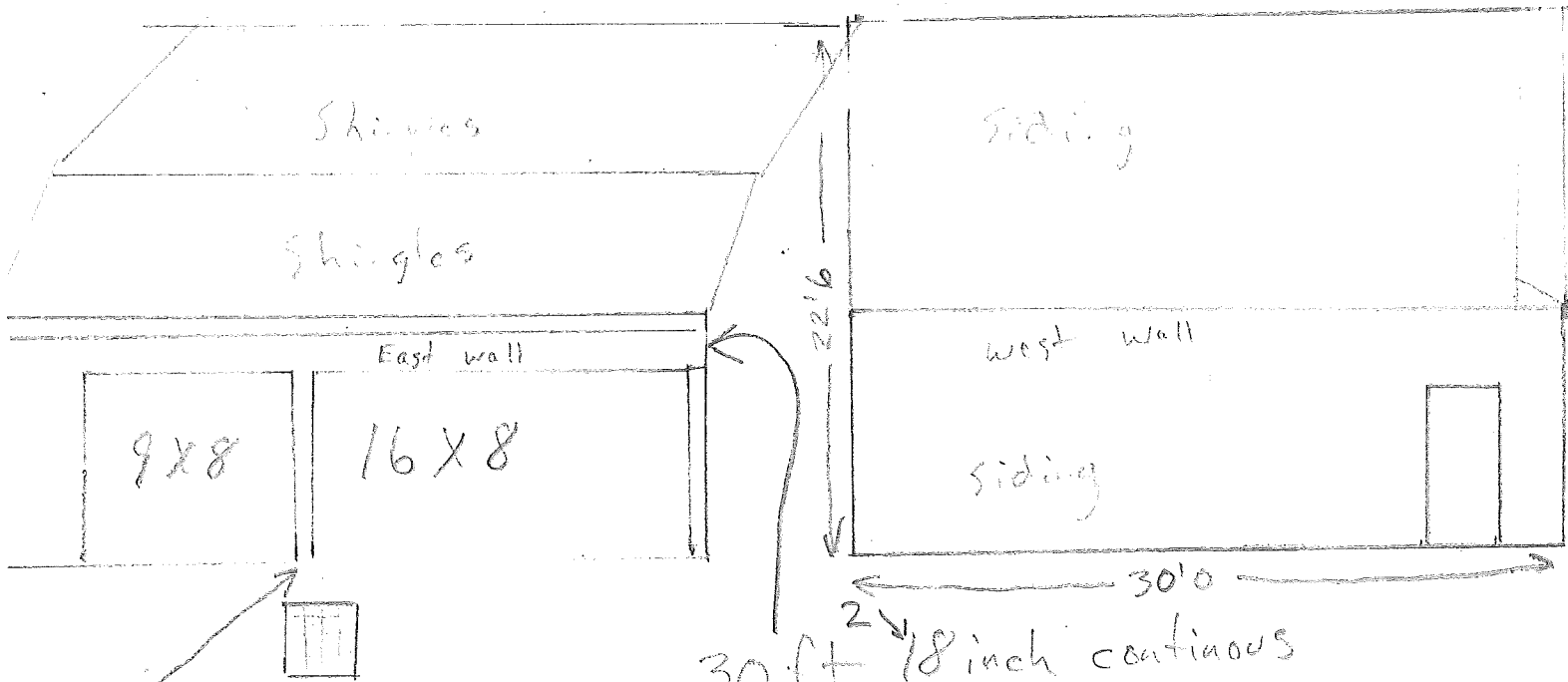
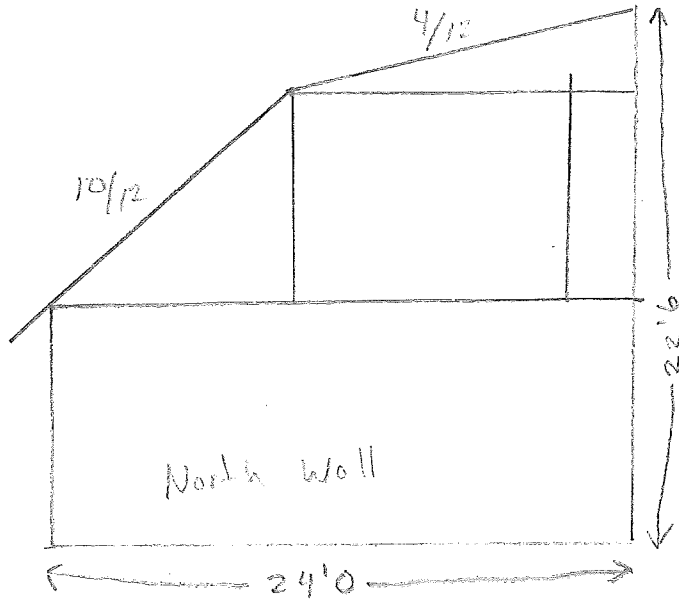
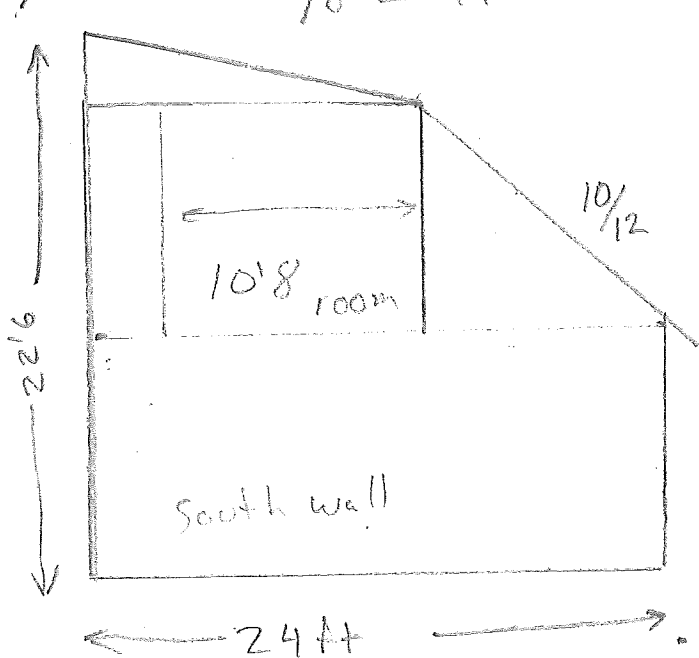
Trusses

Wall to Wall cons
9475 Geneva Ave So
Cottage Grove MN 55016
651-485-2601
Contact Steve



Need a bigger footing Possibly 36 inches X 36 inches X 16 deep

4/12 Scale - 1/8" = 1ft



New 36 inch X 36 inch X 16 Deep with rebar

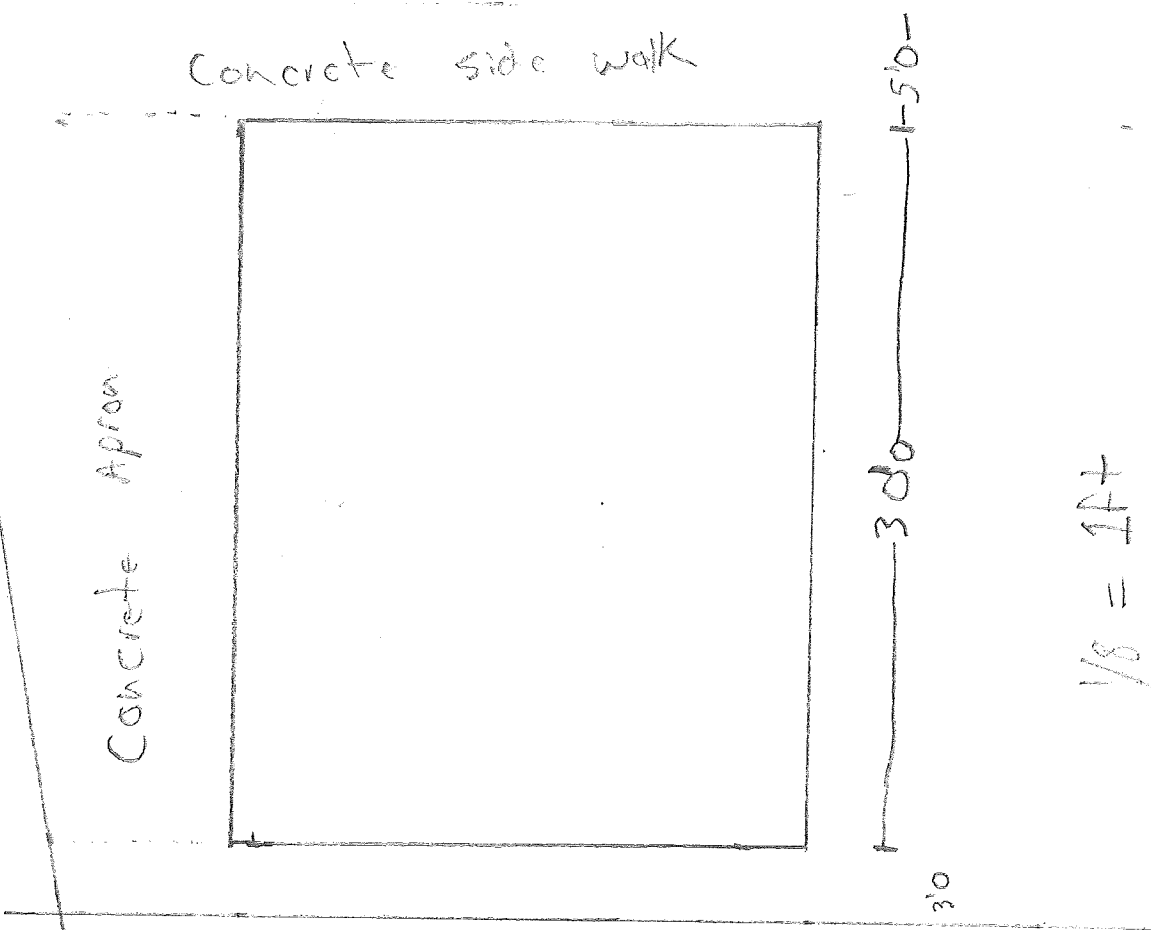
Footing to be

Building size 24 foot wide X 30 feet Long X 10ft tall

Roof Height 22'6

Lot Plan

Alley



26'6 in between House and Garage

Property Line →

$$1/8 = 1ft +$$

Existing Garage 30 wide X 24 Deep

Property Line →

Job: QTREC0218095
 Truss: XM1
 Truss type: MONO
 Qty: 15
 Ply: 1

Job Reference (optional):
 7.240 s Jun 18 2010 MiTek Industries, Inc. Tue May 24 11:15:30 2011 Page 1
 ID:KEIFo7u50WRFCLcG3vUkGlzDODv-JGOn2tbBSVIVN?P7YCPaOM8!88YbOQYL7Qew3JzDlvf

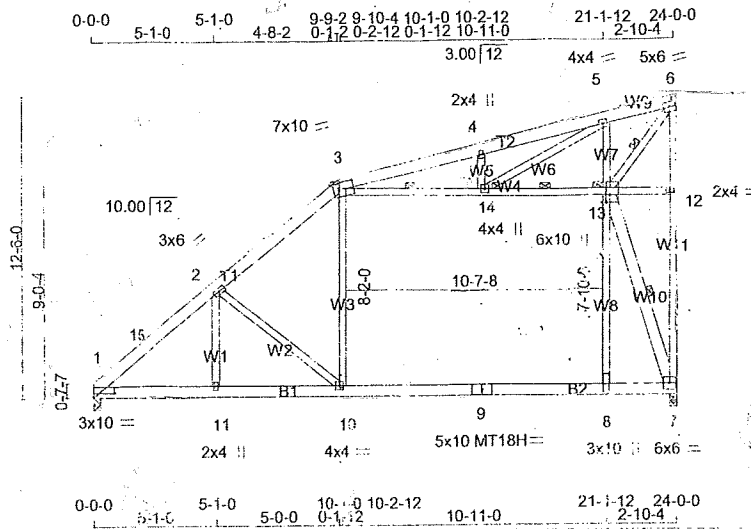


Plate Offsets (X,Y): [1-0-10-2,0-2-2], [3-0-7-4,0-3-8], [13-0-3-12,0-2-0]

LOADING (psf)	SPACING	CSI	DEFL	in (loc)	i/defl	L/d	PLATES	GRIP
TCLL (roof) 35.0	2-0-0	TC 0.67	Vert(LL)	-0.44 8-10	>644	240	MT20	197/14
Snow (Ps/Pg) 32.2/50.0**	Plates Increase 1.15	BC 0.95	Vert(TL)	-0.68 8-10	>416	180	MT18H	197/14
TCDL 7.0	Lumber Increase 1.15	WB 0.65	Horz(TL)	0.05 7	n/a	n/a		
BCLL 0.0	Rep Stress Incr YES	(Matrix)	Δtic	-0.31 8-10	423	360		
BCDL 10.0	Code IRC2006/TPI2002						Weight: 182 lb	FT =

LUMBER	BRACING
TOP CHORD 2 X 6 SPF No.2	TOP CHORD Structural wood sheathing directly applied or 4-2-7 oc purlins, except end verticals.
BOT CHORD 2 X 6 SPF No.2 *Except* B2: 2 X 6 SPF 2100F 1.8E	BOT CHORD Rigid ceiling directly applied or 2-2-0 oc bracing.
WEBS 2 X 4 SPF No.2 *Except* W10: 2 X 6 SPF 2100F 1.8E, W7,W6,W5,W1,W2: 2 X 4 SPF Stud	WEBS 1 Row at midpt 3-14, 13-14, 7-13, 6-13
	JOINTS 1 Brace at Jt(s): 13, 14

MiTek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

REACTIONS: (lb/size) 1=1623/0-3-8 (min. 0-3-0), 7=2063/0-3-8 (min. 0-2-12)
 Max Horz 1=370(LC 8)
 Max Grav 1=1911(LC 3), 7=2186(LC 3)

FORCES (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
 TOP CHORD 1-15=-2647/0, 2-15=-3435/11, 2-3=-2325/24, 3-4=-141/803, 4-5=-111/781,
 5-6=-141/1670, 7-12=-143/2102, 6-12=-146/2085
 BOT CHORD 1-11=-98/1944, 10-11=-98/1944, 9-10=-35/1577, 8-9=-35/1577, 7-8=-38/1558
 WEBS 3-10=0/1075, 3-14=-2291/49, 13-14=-184/189, 8-13=0/1300, 7-13=-5019/57,
 5-13=-749/193, 6-13=-2951/221, 5-14=-212/1055, 4-14=-528/161,
 2-10=-504/173

JOINT STRESS INDEX
 1 = 0.84, 2 = 0.50, 3 = 0.39, 4 = 0.38, 5 = 0.72, 6 = 0.73, 7 = 0.83, 8 = 0.40, 9 = 0.78, 10 = 0.75, 11 = 0.38, 12 = 0.38, 13 = 0.95 and 14 = 0.74

Continued on page 2

city auto

JOB
QTRC0218095

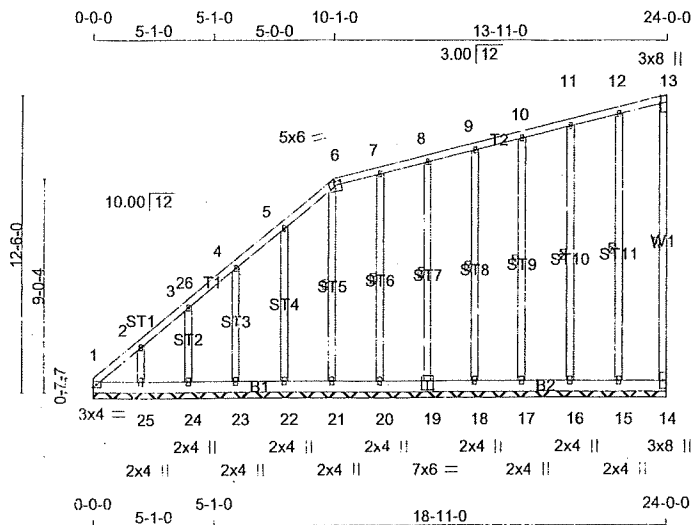
Truss
XM1E

Truss Type
GABLE

Qty Ply
2 1

Job Reference (optional)

7.240 s Jun 18 2010 MiTek Industries, Inc. Tue May 24 11:16:08 2011 Page 1
ID:KEIFo7u50WRFCLcG3vUkGzDODv-Cah80t21VAX6xrJQnA5UxNjPoSg0liMxsKrxO6zDlu



Scale = 1:97.1

Plate Offsets (X,Y): [6:0-3-0,0-0-1], [13:0-3-12,Edge], [19:0-3-0,0-4-8]

LOADING (psf)		SPACING		CSI		DEFL				PLATES	GRIP
TC(L(roof))	35.0	2-0-0		TC	0.46	in	(loc)	l/defl	L/d	MT20	197/14
Snow (Ps/Pg)	32.2/50.0**	Plates Increase	1.15	BC	0.28	Vert(LL)	n/a	-	n/a		
TCDL	7.0	Lumber Increase	1.15	WB	0.30	Vert(TL)	n/a	-	n/a		
BCLL	0.0 *	Rep Stress Incr	YES	(Matrix)		Horz(TL)	0.00	14	n/a		
BCDL	10.0	Code IRC2006/TPI2002								Weight: 185 lb	FT =

LUMBER
 TOP CHORD 2 X 4 SPF No.2
 BOT CHORD 2 X 6 SPF No.2
 WEBS 2 X 4 SPF No.2
 OTHERS 2 X 4 SPF No.2 *Except*
 ST4,ST3,ST2,ST1: 2 X 4 SPF Stud

BRACING
 TOP CHORD Structural wood sheathing directly applied or 6-0-0 oc purlins, except end verticals.
 BOT CHORD Rigid ceiling directly applied or 6-0-0 oc bracing.
 WEBS 1 Row at midpt 13-14, 12-15, 11-16, 10-17, 9-18, 8-19, 7-20, 6-21

MiTek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

REACTIONS All bearings 24-0-0.
 (lb) - Max Horz 1=372(LC 3)
 Max Uplift All uplift 100 lb or less at joint(s) 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 except 25=101(LC 9)
 Max Grav All reactions 250 lb or less at joint(s) 14, 15, 16, 17, 18, 19, 20, 24, 25 except 1=265(LC 8), 21=262(LC 3), 22=355(LC 3), 23=347(LC 3)

FORCES (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
 TOP CHORD 1-2=-385/60, 2-3=-328/56, 3-26=-289/0, 4-26=-283/101, 4-5=-252/100
 WEBS 5-22=-316/93, 4-23=-305/87

JOINT STRESS INDEX
 1 = 0.50, 2 = 0.68, 3 = 0.68, 4 = 0.68, 5 = 0.68, 6 = 0.33, 7 = 0.68, 8 = 0.68, 9 = 0.68, 10 = 0.68, 11 = 0.68, 12 = 0.68, 13 = 0.76, 14 = 0.82, 15 = 0.38, 16 = 0.38, 17 = 0.38, 18 = 0.38, 19 = 0.18, 20 = 0.38, 21 = 0.38, 22 = 0.38, 23 = 0.38, 24 = 0.38 and 25 = 0.38

Continued on page 2

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 13, 2012

ITEM NUMBER Open Burning Ordinance

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The ordinance reflects changes that needed to be made based on state law and the desire to make sure people use tiki torch type devices safely. The city attorney reviewed the open burning ordinance since our last discussion and his suggestions have been incorporated.

OPTIONS:

The Council may adopt the ordinance as it is or make changes as you see fit. Prior to adoption a public hearing will need to be held.

STAFF RECOMMENDATION:

Motion to adopt Ordinance 5-7 regarding Open Burning.

COUNCIL ACTION:

CITY OF LAUDERDALE

ORDINANCE NO. 5-7

An Ordinance Amending Section 5 – 7 of the Code of Ordinances Regarding Open Burning.

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

SECTION I. The Lauderdale City Code is amended by deleting the ~~stricken~~ material and adding the underlined materials as follows:

CHAPTER 7

OPEN BURNING¹

SECTION:

- 5-7-1: Purpose
- 5-7-2: Definitions
- 5-7-3: Prohibited Acts
- 5-7-4: Conditions
- 5-7-5: Penalty

5-7-1: PURPOSE:

The purpose of this ordinance is to: prohibit open burning, provide regulation to and regulate the burning of a camp or recreational fires and open flame decorative devices so that the such activity does not pose a nuisance or safety concern to the homeowner or neighbors and is in compliance with the International Minnesota State Fire Code as may be amended from time to time.

5-7-2 DEFINITIONS:

Approved Material: approved material means dried wood from trees, twigs, small branches, presto-logs, duraflame logs, charcoal, and cord wood and untreated dimensional lumber, including clean pallets.

Combustible Material: combustible material is capable of catching fire and burning and includes such things as wood, paper, and plastic.

Multiple-family Dwelling: includes apartments and condominiums but does not include duplexes or townhomes as defined by the state building code.

1. M.S.A. § 412.221, subd. 6.

Open Burning: means a fire burning in matter, whether concentrated or dispersed, which is not contained within a fully enclosed firebox, structure or vehicle, or does not meet the criteria established for a recreational fire, and from which the products of combustion are emitted directly to the open atmosphere without passing through a stack, duct, or chimney.

Open Flame Decorative Devices: are flame-producing devices used as decorations. Examples include “tiki” style torches, citronella candles, lamps, torches, and candelabras no matter the size of the device or flame.

Prohibited Material: prohibited material includes, but is not limited to the following items: ~~treated wood~~ lumber materials, garbage, waste products, vegetable matter, plastic, construction material, leaves, grass clippings, particle board, chip board, ~~treated or stained cardboard, or~~ paper, and green timber.

~~Recreational or Campfire~~ Fire: as used herein, the term ‘Recreational’ or ‘Campfire’ means a small fire that is no more than three (3’) feet in diameter and does not exceed two (2’) feet in height and is used for pleasure, religious, ceremonial, cooking, warmth, or similar purposes and is contained in an area of non-combustible, non-smoke and non-odor producing materials such as natural rock, cement, brick, tile, or block resting on the ground at least 6” deep or on a raised bed at least 6” high. Commercially purchased fire pits shall satisfy the contained area requirement of this Ordinance. The contained area shall not be located closer than 25 feet to any structure, vehicle, or combustible material.

5-7-3: PROHIBITED ACTS:

A. No person shall permit or have an outdoor fire that does not meet the requirements of this ordinance. ~~Other than~~ recreational or campfires ~~fires and open flame decorative devices~~, no other open fires or outdoor burning shall be permitted. Only one recreational ~~or campfire~~ fire shall be burning in one location on a property at one time.

B. Recreational fires and open flame decorative devices must be immediately extinguished if they pose a fire safety risk, if they are not in compliance with state law or city code, or when directed to do so by a police officer, firefighter, fire warden, or DNR officer.

BC. No person shall negligently or carelessly permit a recreational ~~or campfire~~ fire or open flame decorative device on premises owned, occupied, or controlled by him to get out of control so as to require assistance of fire fighting equipment in the extinguishing of such fire. (Ord. 46, 5-1-1969)

D. Recreational fires and open flame decorative devices are not permitted in the boulevard.

E. Persons may only burn those items listed as approved materials in section 5-7-2.

EF. Apartment Balconies: It is unlawful for any person to set, kindle, maintain, or permit any fire or open flame on any balcony of a multiple-family dwelling or apartment building in any

barbecue or similar heating, cooking, burning or lighting equipment or device, regardless of the source of energy for said equipment or device, except in buildings of all masonry construction where the equipment or device is permanently affixed to the balcony and has a permanently affixed hood. (Ord. 70, 6-17-1980; 1996 Code)

5-7-4: CONDITIONS

- A. A recreational ~~or campfire~~ fire is not permitted between the hours of 12:00 a.m. and 7:00 a.m.
- B. A recreational ~~or campfire~~ fire shall not burn when the Minnesota Pollution Control Agency (MPCA) issues an air quality warning.
- C. The recreational ~~or campfire~~ fire must have extinguishing equipment such as a garden hose, fire extinguisher with a 4-A rating, sand, etc., or dirt within 10' of the fire readily available at all times.
- D. The recreational fires and open flame decorative devices must be tended to at all times by an unimpaired, responsible adult 18 years of age or older.
- E. The fire chief or fire marshal from the City's contracted fire department may call a burning ban in cases of exceptional fire risk.

5-7-5: PENALTY:

Any person, violating any provision of this Chapter shall, upon conviction therefore, be subject to penalty as provided in Section 1-4-1 of this Code. (Ord. 46, 5-1-1969; 1996 Code) firm, or corporation who violates any provision of this code for which another penalty is not specifically provided, shall, upon conviction, be guilty of a misdemeanor under Minnesota Statute section 609.03 as it may be amended from time to time by the Minnesota Legislature. The cost of prosecution may be added. A separate offense shall be deemed committed upon each day during which a violation occurs or continues.

SECTION 2. This ordinance shall be effective upon its adoption and publication.

Adopted by the city council of the City of Lauderdale this 13th day of November, 2012.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

Published in the Roseville Review this 20th day of November, 2012.

**LAUDERDALE COUNCIL
ACTION FORM**

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

Meeting Date	November 13, 2012
ITEM NUMBER	<u>2012-2013 Union Agreement</u>
STAFF INITIAL	<u>HB</u>
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The union agreed to the 2% wage increase proposed by the City Council for 2013. Attached is the addendum prepared by AFSCME.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve the union contract addendum increasing wages by 2% for 2013.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Sanitary Sewer Rates</u>
Special _____	_____
Public Hearing _____	_____
Report _____	_____
Discussion <u>X</u>	STAFF INITIAL <u>Jim</u>
Action <u>X</u>	_____
Resolution _____	APPROVED BY ADMINISTRATOR _____
Work session _____	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Residential properties are billed a flat rate of \$48.54 per quarter for sanitary sewer. Commercial properties are billed monthly based on \$2.40 per unit of water consumption with a minimum monthly charge of \$13.00. The rate was not increased for 2012.

Sanitary sewer revenue is accounted for in Fund 601, the Sanitary Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. The fund appears to be at a stable or increasing level even after accounting for redistributed salary percentages and potential transfers out to Fund 407, the Sanitary Sewer Capital Improvement Fund.

- I have included a spreadsheet analysis for how various increases would affect the funds for 2013-2015.

OPTIONS:

- 1) Leave sanitary sewer rates unchanged (staff recommendation).
- 2) Increase or decrease the sanitary sewer rates.

STAFF RECOMMENDATION:

Discuss sanitary sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

Sanitary Sewer Utility Cash Flow Analysis (Fund 601)

Line	2011 Actual	2012 Budget	2013 Budget	2014	2015	Historical Rates				
						0% Increase	0% Increase	Year	Residential	Commercial
2										
3	\$ 48.54	\$ 48.54	\$ 48.54	\$ 48.54	\$ 48.54	\$ 48.54	1996-1998	\$36.50	\$1.80	
4	\$ 2.40	\$ 2.40	\$ 2.40	\$ 2.40	\$ 2.40	\$ 2.40	1999	\$38.00	\$1.87	
5							2000	\$39.00	\$1.92	
6	\$227,097	\$228,522	\$246,210	\$127,686	\$130,240	\$130,240	2001	\$40.00	\$1.97	
7							2002	\$41.00	\$2.02	
8	\$227,944	\$242,000	\$242,000	\$242,000	\$242,000	\$242,000	2003-2009	\$42.00	\$2.07	
9	\$1,427	\$2,300	\$2,000	\$2,000	\$2,000	\$2,000	2010	\$45.15	\$2.23	
10	\$0	\$0	\$0	\$0	\$0	\$0	2011-2012	\$48.54	\$2.40	
11	\$229,371	\$244,300	\$244,000	\$244,000	\$244,000	\$244,000	Local Comparison			
12							2012	Residential	Commercial	
13	\$227,946	\$226,612	\$227,605	\$232,157	\$236,800	\$236,800	Lauderdale	\$48.54 flat	\$2.40/unit	
14	\$1,425	\$17,688	\$16,395	\$11,843	\$7,200	\$7,200	Falcon Hts	\$26.50+\$0.017/cft	min. \$13.00	
15										
16	\$228,522	\$246,210	\$262,605	\$139,529	\$137,440	\$137,440	West St. Paul	\$18.51+\$3.50/unit	\$3.85/unit	
17							Average:	min. \$10.50	min. \$11.55	
18	\$0	\$0	\$0	\$0	\$0	\$0		N/A	\$3.58	
19	\$124,637	\$125,183	\$127,686	\$130,240	\$132,845	\$132,845				
20	\$0	\$0	\$134,919	\$9,289	\$4,595	\$4,595				
21	\$103,885	\$121,027	\$0	\$0	\$0	\$0				
22										
23										
24										
25										
26										
27										
28										
29										
30										
31	\$49.75	\$51.00	\$50.97	\$53.52	\$56.19	\$56.19	2013 Budget	2014	2015	
32	\$2.46	\$2.52	\$2.52	\$2.65	\$2.78	\$2.78	5% Increase	7.5% Increase	7.5% Increase	
33										
34	\$246,210	\$127,686	\$246,210	\$127,686	\$130,240	\$130,240	2013 Budget	2014	2015	
35							7.5% Increase	7.5% Increase	7.5% Increase	
36	\$248,050	\$254,251	\$254,100	\$266,805	\$280,145	\$280,145	\$52.18	\$56.09	\$60.30	
37	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2.58	\$2.77	\$2.98	
38	\$0	\$0	\$0	\$0	\$0	\$0				
39	\$250,050	\$256,251	\$256,100	\$268,805	\$282,145	\$282,145	\$246,210	\$127,686	\$130,240	
40										
41	\$227,605	\$232,157	\$227,605	\$232,157	\$236,800	\$236,800	\$260,150	\$279,661	\$300,636	
42	\$22,445	\$24,094	\$28,495	\$36,648	\$45,345	\$45,345	\$2,000	\$2,000	\$2,000	
43							\$0	\$0	\$0	
44	\$268,655	\$151,781	\$274,705	\$164,334	\$175,585	\$175,585	\$262,150	\$281,661	\$302,636	
45							\$227,605	\$232,157	\$236,800	
46	\$0	\$0	\$0	\$0	\$0	\$0	\$34,545	\$49,504	\$65,836	
47	\$127,686	\$130,240	\$127,686	\$130,240	\$132,845	\$132,845	\$280,755	\$177,191	\$196,076	
48	\$140,969	\$21,540	\$147,019	\$34,094	\$42,740	\$42,740	\$0	\$0	\$0	
49	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
50										

Note: 2014-2015 Total Expenditures based on a 2% annual increase over the 2013 budget.

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Storm Sewer Rates</u>
Special _____	
Public Hearing _____	
Report _____	
Discussion <u>X</u>	STAFF INITIAL <u>Jim</u>
Action <u>X</u>	
Resolution _____	
Work session _____	APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City Council adopted a Storm Water Utility Ordinance in 1994 that created a funding mechanism to help finance future improvements to the storm water system. Fees are calculated based on a residential equivalency factor (REF), which attempts to estimate the storm water contribution to the system. The base residential rate began at \$2.50 per quarter.

Fees increased \$1.00 per year up to \$6.50 through 1998 and remained at \$6.50 through 2002 per quarter per residential unit and the equivalent REF increase for other property types. The fee increased to \$7.50 per quarter per residential unit in 2003 based on the new NPDES permit and annual reporting requirements. Rates were increased 10% to \$8.25 for 2010, 12.5% to \$9.28 for 2011, and 12.5% to \$10.44 for 2012. These were the first rate increases since 2003.

Storm sewer revenue is accounted for in Fund 602, the Storm Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. In order to keep the fund at stable or increasing levels to account for redistributed salary percentages and potential transfers out to Fund 403, the Storm Sewer Capital Improvement Fund, rates need to be increased again for 2013.

- I have included a spreadsheet analysis for how various percentages would affect the funds for 2013-2015.

OPTIONS:

- 1) Increase storm sewer rates 12.5% for 2013 (staff recommendation).
- 2) Increase storm sewer rates a different percentage for 2013.
- 3) Leave storm sewer rates unchanged.

STAFF RECOMMENDATION:

Discuss storm sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

Storm Sewer Utility Cash Flow Analysis (Fund 602)

Line	2011 Actual	2012 Budget	2013 Budget	2014	2015	Historical Rates			
						Year	Residential	Commercial	
2									
3	\$9.28	\$10.44	\$10.44	\$10.44	\$10.44	\$2.50	\$12.50		
4	\$46.40	\$52.20	\$52.20	\$52.20	\$52.20	\$3.50	\$17.50		
5									
6	\$39,669	\$55,691	\$42,433	\$28,535	\$13,253	\$4.50	\$22.50		
7						\$5.50	\$27.50		
8	Revenue Generated/Yr	\$60,725	\$55,000	\$55,000	\$55,000	1998-2002	\$6.50	\$32.50	
9	Plus Investment Income	\$223	\$500	\$300	\$300	2003-2009	\$7.50	\$37.50	
10	Other Income	\$0	\$0	\$0	\$0	2010	\$8.25	\$41.25	
11	Total Revenues	\$60,948	\$55,500	\$55,300	\$55,300	2011	\$9.28	\$46.40	
12						2012	\$10.44	\$52.20	
13	Total Expenditures	\$44,926	\$68,758	\$69,198	\$70,582	Local Comparison			
14	Fund Balance Gain/Loss	\$16,022	(\$13,258)	(\$13,998)	(\$15,282)	2012	Residential	Commercial	
15						Lauderdale	\$10.44	\$52.20	
16	Ending Fund Balance Before Transfers	\$55,691	\$42,433	\$28,535	\$13,253	Falcon Heights	\$19.75	\$184.33	
17						West St. Paul	\$10.50	\$52.50	
18	Transfer In	\$0	\$0	\$0	\$0	Average:	\$13.56	\$96.34	
19	55% of Next Year's Operating Expenditures	\$37,817	\$38,059	\$38,820	\$40,388				
20	Transfer Out (to Storm Sewer Imp. Fund 403)	\$0	\$0	\$0	\$0				
21	Amount in Excess of 55% After Transfers Out	\$17,874	\$4,374	(\$10,285)	(\$26,343)				
22									
23									
24									
25	Note: 2014-2015 Total Expenditures are based on a 2% annual increase over the 2013 budget.								
26									
27									
28									
29									
30									
31	Residential Storm Rate/Qtr/Unit	\$11.48	\$12.63	\$13.90	\$13.21	\$14.86	\$12.01	\$15.88	
32	Commercial Storm Rate/Qtr/Unit	\$57.42	\$63.16	\$69.48	\$66.07	\$74.32	\$60.03	\$79.39	
33									
34	Beginning Fund Balance	\$42,433	\$34,035	\$30,303	\$35,410	\$34,737	\$42,433	\$39,241	
35									
36	Revenue Generated/Yr	\$60,500	\$66,550	\$73,205	\$69,609	\$78,311	\$63,250	\$83,648	
37	Plus Investment Income	\$300	\$300	\$300	\$300	\$300	\$300	\$300	
38	Other Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
39	Total Revenues	\$60,800	\$66,850	\$73,505	\$69,909	\$78,611	\$63,550	\$83,948	
40									
41	Total Expenditures	\$69,198	\$70,582	\$71,994	\$70,582	\$71,994	\$69,198	\$71,994	
42	Fund Balance Gain/Loss	(\$8,398)	(\$3,732)	\$1,511	(\$673)	\$6,617	(\$5,648)	\$11,955	
43									
44	Ending Fund Balance Before Transfers	\$34,035	\$30,303	\$31,814	\$34,737	\$41,354	\$36,785	\$51,195	
45									
46	Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
47	55% of Next Year's Operating Expenditures	\$38,820	\$39,596	\$40,388	\$39,596	\$40,388	\$38,820	\$40,388	
48	Transfer Out (to Storm Sewer Imp. Fund 403)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
49	Amount in Excess of 55% After Transfers Out	(\$4,785)	(\$9,293)	(\$8,574)	(\$4,859)	\$966	(\$2,035)	\$10,807	
50									

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Recycling Rates</u>
Special _____	_____
Public Hearing _____	_____
Report _____	_____
Discussion <u>X</u>	STAFF INITIAL <u>Jim</u>
Action <u>X</u>	_____
Resolution _____	_____
Work session _____	APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City charges residents \$2.45 per household per month for recycling.

The contractor's charge to the City was \$2.40 per household per month from 2009-2011. This year, the charge increased to \$2.47 per household per month, exceeding the monthly charge to residents. The charge increases to \$2.54 for 2013, which is the last year of the City's current contract with Eureka! Recycling.

Monthly charges from the contractor are currently \$2,840.50. However, the revenue sharing from the contractor (as part of the contract agreement), lowers this cost. Revenue sharing varies depending on volume and the markets for paper and aluminum. So far in 2012, the city has received an average of \$703 per month in revenue sharing.

Thus, the Recycling Fund remains flush, with no need to increase recycling rates for 2013. The City could wait until next year to consider increasing rates after we know what the contractor's charge will be with the new contract.

I have included a spreadsheet analysis for how a 0% increase would affect the fund for 2013-2015.

OPTIONS:

- 1) Leave recycling rates unchanged (staff recommendation).
- 2) Increase or decrease the recycling rates.

STAFF RECOMMENDATION:

Discuss recycling rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

Recycling Cash Flow Analysis (Fund 203)

Line	2011 Actual	2012 Budget	2013 Budget	2014	2015
			0% Increase	0% Increase	0% Increase
2					
3	\$2.45	\$2.45	\$2.45	\$2.45	\$2.45
4					
5					
6	\$89,586	\$104,111	\$110,480	\$116,022	\$120,527
7					
8	\$35,404	\$35,000	\$35,000	\$35,000	\$35,000
9	\$502	\$800	\$300	\$300	\$300
10	\$4,750	\$5,000	\$4,800	\$4,800	\$4,800
11	\$40,656	\$40,800	\$40,100	\$40,100	\$40,100
12					
13	\$26,131	\$34,431	\$34,558	\$35,595	\$36,663
14	\$14,525	\$6,369	\$5,542	\$4,505	\$3,437
15					
16	\$104,111	\$110,480	\$116,022	\$120,527	\$123,965
17					
22					
23					
24					
25	Note: 2014-2015 Total Expenditures based on a 3% annual increase over the 2013 budget.				
26					

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____

Public Hearing _____

Discussion _____

Action _____

Resolution _____

Work Session X

Meeting Date November 13, 2012

ITEM NUMBER City Logo

STAFF INITIAL *JB*

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

After a good brainstorming session at the last meeting, the Council came up with the idea of a skyline in the logo. Councilor Hawkinson sketched out on the computer what that could look like (attached).

I think most of you read the email that Colleen sent after the meeting. If not, it is attached. I also attached a subsequent email. In hindsight, it probably would have been better to have a subcommittee of the Council meet with her to create the logo. At this point, the Council could continue to work with her and pay by the hour or hire another graphics design artist. The Council could also table creating a logo. Councilor Hawkinson knew another designer, Tara Thorenson, and she provided a quote for consideration.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

Heather Butkowski

From: colleen@dolphinography.com
Sent: Tuesday, October 30, 2012 10:06 PM
To: Heather Butkowski
Cc: Jim Bownik; Mary Gaasch; Roxanne Grove; Denise Hawkinson; Lara Mac Lean
Subject: re: City of Lauderdale Logo

Dear Heather and Council Members:

I was able to watch the live coverage of the October 23rd meeting. I had no idea the design was that far off the mark. After reviewing the feedback I received via email from earlier versions I sent, I am honestly surprised. I was told that everyone loved the trees in the park, so I stuck with that symbol and tailored it to the type and style of tree requested. We also discussed blue and green, so I included those options, as well as a black version to show what it would look like when it was printed in black and white. I assumed not everything printed would be in color.

Watching the feedback it was obvious that my design taste is much different than what the Council is envisioning. Since I have completed the portion of the project that was agreed to for \$150, I would need to start charging by the hour with any in-person meetings and continued design work. My hourly rate is \$50/hour. I initially undercut my hourly rate for this project by two-thirds since I really hoped I could help Lauderdale achieve an iconic logo on a budget. Based on the numerous ideas presented by each Council member, I think the amount of time needed to complete the project might be cost prohibitive to the City of Lauderdale. I would certainly understand if I am too expensive.

Heather, it was a pleasure working with you thus far. I will send out my invoice sometime this week.

Thank you,

Colleen M. Dolphin

Heather Butkowski

From: Heather Butkowski
Sent: Monday, November 05, 2012 9:13 AM
To: 'colleen@dolphinography.com'
Subject: RE: Lauderdale Logo Invoice

Hi Colleen,

The meeting is on the 13th and I will let you know shortly after that. Thanks for all of your work.

Heather

From: colleen@dolphinography.com [<mailto:colleen@dolphinography.com>]
Sent: Saturday, November 03, 2012 11:03 AM
To: Heather Butkowski
Subject: Lauderdale Logo Invoice

Hi Heather,

Here is my invoice for the 3 versions of the Lauderdale logo. Please let me know what the Council decides as far as any further work.

Thank you!

-Colleen

**LAUDERDALE COUNCIL
ACTION FORM**

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

Meeting Date	November 13, 2012
ITEM NUMBER	<u>2012-2013 Union Agreement</u>
STAFF INITIAL	<u>HB</u>
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The union agreed to the 2% wage increase proposed by the City Council for 2013. Attached is the addendum prepared by AFSCME.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve the union contract addendum increasing wages by 2% for 2013.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE November 13, 2012
Consent _____	ITEM NUMBER 2013 Sanitary Sewer Rates
Special _____	_____
Public Hearing _____	_____
Report _____	_____
Discussion _____ X	STAFF INITIAL Jim
Action _____ X	_____
Resolution _____	APPROVED BY ADMINISTRATOR _____
Work session _____	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Residential properties are billed a flat rate of \$48.54 per quarter for sanitary sewer. Commercial properties are billed monthly based on \$2.40 per unit of water consumption with a minimum monthly charge of \$13.00. The rate was not increased for 2012.

Sanitary sewer revenue is accounted for in Fund 601, the Sanitary Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. The fund appears to be at a stable or increasing level even after accounting for redistributed salary percentages and potential transfers out to Fund 407, the Sanitary Sewer Capital Improvement Fund.

- I have included a spreadsheet analysis for how various increases would affect the funds for 2013-2015.

OPTIONS:

- 1) Leave sanitary sewer rates unchanged (staff recommendation).
- 2) Increase or decrease the sanitary sewer rates.

STAFF RECOMMENDATION:

Discuss sanitary sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

LAUDERDALE COUNCIL

<p>ACTION REQUESTED</p> <p>Consent _____</p> <p>Special _____</p> <p>Public Hearing _____</p> <p>Report _____</p> <p>Discussion <u> X </u></p> <p>Action <u> X </u></p> <p>Resolution _____</p> <p>Work session _____</p>	<p>MEETING DATE <u> November 13, 2012 </u></p> <hr/> <p>ITEM NUMBER <u> 2013 Storm Sewer Rates </u></p> <hr/> <p>STAFF INITIAL <u> Jim </u></p> <hr/> <p>APPROVED BY ADMINISTRATOR _____</p>
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DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City Council adopted a Storm Water Utility Ordinance in 1994 that created a funding mechanism to help finance future improvements to the storm water system. Fees are calculated based on a residential equivalency factor (REF), which attempts to estimate the storm water contribution to the system. The base residential rate began at \$2.50 per quarter.

Fees increased \$1.00 per year up to \$6.50 through 1998 and remained at \$6.50 through 2002 per quarter per residential unit and the equivalent REF increase for other property types. The fee increased to \$7.50 per quarter per residential unit in 2003 based on the new NPDES permit and annual reporting requirements. Rates were increased 10% to \$8.25 for 2010, 12.5% to \$9.28 for 2011, and 12.5% to \$10.44 for 2012. These were the first rate increases since 2003.

Storm sewer revenue is accounted for in Fund 602, the Storm Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. In order to keep the fund at stable or increasing levels to account for redistributed salary percentages and potential transfers out to Fund 403, the Storm Sewer Capital Improvement Fund, rates need to be increased again for 2013.

- I have included a spreadsheet analysis for how various percentages would affect the funds for 2013-2015.

OPTIONS:

- 1) Increase storm sewer rates 12.5% for 2013 (staff recommendation).
- 2) Increase storm sewer rates a different percentage for 2013.
- 3) Leave storm sewer rates unchanged.

STAFF RECOMMENDATION:

Discuss storm sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Recycling Rates</u>
Special _____	
Public Hearing _____	
Report _____	
Discussion <u>X</u> _____	STAFF INITIAL <u>Jim</u>
Action <u>X</u> _____	
Resolution _____	
Work session _____	APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City charges residents \$2.45 per household per month for recycling.

The contractor's charge to the City was \$2.40 per household per month from 2009-2011. This year, the charge increased to \$2.47 per household per month, exceeding the monthly charge to residents. The charge increases to \$2.54 for 2013, which is the last year of the City's current contract with Eureka! Recycling.

Monthly charges from the contractor are currently \$2,840.50. However, the revenue sharing from the contractor (as part of the contract agreement), lowers this cost. Revenue sharing varies depending on volume and the markets for paper and aluminum. So far in 2012, the city has received an average of \$703 per month in revenue sharing.

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I have included a spreadsheet analysis for how a 0% increase would affect the fund for 2013-2015.

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- 2) Increase or decrease the recycling rates.


STAFF RECOMMENDATION:

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COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	
Consent	_____
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	___X___

Meeting Date	November 13, 2012
ITEM NUMBER	City Logo
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

After a good brainstorming session at the last meeting, the Council came up with the idea of a skyline in the logo. Councilor Hawkinson sketched out on the computer what that could look like (attached).

I think most of you read the email that Colleen sent after the meeting. If not, it is attached. I also attached a subsequent email. In hindsight, it probably would have been better to have a subcommittee of the Council meet with her to create the logo. At this point, the Council could continue to work with her and pay by the hour or hire another graphics design artist. The Council could also table creating a logo. Councilor Hawkinson knew another designer, Tara Thorenson, and she provided a quote for consideration.

OPTIONS:

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COUNCIL ACTION:

Heather Butkowski

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Thank you!

-Colleen

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date November 13, 2012
ITEM NUMBER 2012-2013 Union Agreement
STAFF INITIAL HB
APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The union agreed to the 2% wage increase proposed by the City Council for 2013. Attached is the addendum prepared by AFSCME.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve the union contract addendum increasing wages by 2% for 2013.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Sanitary Sewer Rates</u>
Special _____	
Public Hearing _____	
Report _____	
Discussion <u>X</u>	STAFF INITIAL <u>Jim</u>
Action <u>X</u>	
Resolution _____	APPROVED BY ADMINISTRATOR _____
Work session _____	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Residential properties are billed a flat rate of \$48.54 per quarter for sanitary sewer. Commercial properties are billed monthly based on \$2.40 per unit of water consumption with a minimum monthly charge of \$13.00. The rate was not increased for 2012.

Sanitary sewer revenue is accounted for in Fund 601, the Sanitary Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. The fund appears to be at a stable or increasing level even after accounting for redistributed salary percentages and potential transfers out to Fund 407, the Sanitary Sewer Capital Improvement Fund.

- I have included a spreadsheet analysis for how various increases would affect the funds for 2013-2015.

OPTIONS:

- 1) Leave sanitary sewer rates unchanged (staff recommendation).
- 2) Increase or decrease the sanitary sewer rates.

STAFF RECOMMENDATION:

Discuss sanitary sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

LAUDERDALE COUNCIL

<p style="text-align: center;">ACTION REQUESTED</p> <p>Consent _____</p> <p>Special _____</p> <p>Public Hearing _____</p> <p>Report _____</p> <p>Discussion <u> X </u></p> <p>Action <u> X </u></p> <p>Resolution _____</p> <p>Work session _____</p>	<p>MEETING DATE <u> November 13, 2012 </u></p> <hr/> <p>ITEM NUMBER <u> 2013 Storm Sewer Rates </u></p> <hr/> <p>STAFF INITIAL <u> Jim </u></p> <hr/> <p>APPROVED BY ADMINISTRATOR _____</p>
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DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City Council adopted a Storm Water Utility Ordinance in 1994 that created a funding mechanism to help finance future improvements to the storm water system. Fees are calculated based on a residential equivalency factor (REF), which attempts to estimate the storm water contribution to the system. The base residential rate began at \$2.50 per quarter.

Fees increased \$1.00 per year up to \$6.50 through 1998 and remained at \$6.50 through 2002 per quarter per residential unit and the equivalent REF increase for other property types. The fee increased to \$7.50 per quarter per residential unit in 2003 based on the new NPDES permit and annual reporting requirements. Rates were increased 10% to \$8.25 for 2010, 12.5% to \$9.28 for 2011, and 12.5% to \$10.44 for 2012. These were the first rate increases since 2003.

Storm sewer revenue is accounted for in Fund 602, the Storm Sewer Enterprise Fund. Staff recommends keeping 55% of the next year's operating expenses in the fund and transferring the excess to the capital improvement fund. In order to keep the fund at stable or increasing levels to account for redistributed salary percentages and potential transfers out to Fund 403, the Storm Sewer Capital Improvement Fund, rates need to be increased again for 2013.

- I have included a spreadsheet analysis for how various percentages would affect the funds for 2013-2015.

OPTIONS:

- 1) Increase storm sewer rates 12.5% for 2013 (staff recommendation).
- 2) Increase storm sewer rates a different percentage for 2013.
- 3) Leave storm sewer rates unchanged.

STAFF RECOMMENDATION:

Discuss storm sewer rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED	MEETING DATE <u>November 13, 2012</u>
Consent _____	ITEM NUMBER <u>2013 Recycling Rates</u>
Special _____	
Public Hearing _____	
Report _____	
Discussion <u>X</u>	STAFF INITIAL <u>Jim</u>
Action <u>X</u>	
Resolution _____	
Work session _____	APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City charges residents \$2.45 per household per month for recycling.

The contractor's charge to the City was \$2.40 per household per month from 2009-2011. This year, the charge increased to \$2.47 per household per month, exceeding the monthly charge to residents. The charge increases to \$2.54 for 2013, which is the last year of the City's current contract with Eureka! Recycling.

Monthly charges from the contractor are currently \$2,840.50. However, the revenue sharing from the contractor (as part of the contract agreement), lowers this cost. Revenue sharing varies depending on volume and the markets for paper and aluminum. So far in 2012, the city has received an average of \$703 per month in revenue sharing.

Thus, the Recycling Fund remains flush, with no need to increase recycling rates for 2013. The City could wait until next year to consider increasing rates after we know what the contractor's charge will be with the new contract.

I have included a spreadsheet analysis for how a 0% increase would affect the fund for 2013-2015.

OPTIONS:

- 1) Leave recycling rates unchanged (staff recommendation).
- 2) Increase or decrease the recycling rates.


STAFF RECOMMENDATION:

Discuss recycling rates for 2013. Staff will plan to bring a resolution to the next meeting for adoption.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	
Consent	_____
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	___X___

Meeting Date	November 13, 2012
ITEM NUMBER	City Logo _____
STAFF INITIAL	 _____
APPROVED BY ADMINISTRATOR	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

After a good brainstorming session at the last meeting, the Council came up with the idea of a skyline in the logo. Councilor Hawkinson sketched out on the computer what that could look like (attached).

I think most of you read the email that Colleen sent after the meeting. If not, it is attached. I also attached a subsequent email. In hindsight, it probably would have been better to have a subcommittee of the Council meet with her to create the logo. At this point, the Council could continue to work with her and pay by the hour or hire another graphics design artist. The Council could also table creating a logo. Councilor Hawkinson knew another designer, Tara Thorenson, and she provided a quote for consideration.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

Heather Butkowski

From: colleen@dolphinography.com
Sent: Tuesday, October 30, 2012 10:06 PM
To: Heather Butkowski
Cc: Jim Bownik; Mary Gaasch; Roxanne Grove; Denise Hawkinson; Lara Mac Lean
Subject: re: City of Lauderdale Logo

Dear Heather and Council Members:

I was able to watch the live coverage of the October 23rd meeting. I had no idea the design was that far off the mark. After reviewing the feedback I received via email from earlier versions I sent, I am honestly surprised. I was told that everyone loved the trees in the park, so I stuck with that symbol and tailored it to the type and style of tree requested. We also discussed blue and green, so I included those options, as well as a black version to show what it would look like when it was printed in black and white. I assumed not everything printed would be in color.

Watching the feedback it was obvious that my design taste is much different than what the Council is envisioning. Since I have completed the portion of the project that was agreed to for \$150, I would need to start charging by the hour with any in-person meetings and continued design work. My hourly rate is \$50/hour. I initially undercut my hourly rate for this project by two-thirds since I really hoped I could help Lauderdale achieve an iconic logo on a budget. Based on the numerous ideas presented by each Council member, I think the amount of time needed to complete the project might be cost prohibitive to the City of Lauderdale. I would certainly understand if I am too expensive.

Heather, it was a pleasure working with you thus far. I will send out my invoice sometime this week.

Thank you,

Colleen M. Dolphin

Heather Butkowski

From: Heather Butkowski
Sent: Monday, November 05, 2012 9:13 AM
To: 'colleen@dolphinography.com'
Subject: RE: Lauderdale Logo Invoice

Hi Colleen,

The meeting is on the 13th and I will let you know shortly after that. Thanks for all of your work.

Heather

From: colleen@dolphinography.com [<mailto:colleen@dolphinography.com>]
Sent: Saturday, November 03, 2012 11:03 AM
To: Heather Butkowski
Subject: Lauderdale Logo Invoice

Hi Heather,

Here is my invoice for the 3 versions of the Lauderdale logo. Please let me know what the Council decides as far as any further work.

Thank you!

-Colleen