

FILE

**LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, DECEMBER 13, 2011
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 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 November 22, 2011, City Council Meeting
- c. Claims Totalling \$99,516.09

4. CONSENT

- a. October Finances
- b. PCIC Minutes
- c. 2012 Licenses
- d. Recycling Score Grant – Resolution 121311A
- e. Warming House Attendant Hires
- f. Transfer of City's Prosecuting Services to Hughes and Costello

5. SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS

6. INFORMATIONAL PRESENTATIONS / REPORTS

7. PUBLIC HEARINGS

- a. Public Hearing on Proposed 2012 Budget and Levy

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

8. DISCUSSION / ACTION ITEMS

- a. 2012 Budget and Levy – Resolution 121311B
- b. Recycling, Sanitary Sewer, and Storm Sewer Rates – Resolution 121311C
- c. Assignment of City's Engineering Contract to Stantec
- d. Implementation of GASB 54 – Resolution 121311D

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADDITIONAL ITEMS

11. SET AGENDA FOR NEXT MEETING

- a. Eustis Street Winter Parking
- b. Alley Parking Ordinance

12. WORK SESSION

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

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

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

13. ADJOURNMENT

November 22, 2011

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

Councillors 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.

Mayor Dains asked for changes to the meeting agenda. Councillor Grove added storm sewers as a discussion item. Councillor Mac Lean moved to approve the agenda as amended. Councillor Gaasch seconded the motion and it passed unanimously.

Councillor Grove moved to approve the November 8, 2011, City Council meeting minutes. Councillor Mac Lean seconded the motion and it passed unanimously.

Councillor Grove asked for clarification on truck maintenance expenses. The Council also asked for a follow up on revenue and expenses from the Halloween event.

Councillor Hawkinson moved approval of the claims totaling \$54,687.03. Councillor Mac Lean seconded the motion and it passed unanimously.

Councillor Gaasch moved the consent agenda acknowledging the investment report from the third quarter. Councillor Mac Lean seconded the motion and it passed unanimously.

Bownik updated the Council on the playground replacement project. The equipment will arrive in a few weeks. The equipment will be paid for upon receipt but won't be installed until spring.

Butkowski reported on the updated budget estimates and levy impact. The Council proposed a three percent levy increase in September. Due to the elimination of the Market Value Homestead Credit (MVHC) and shifts in market value, the three percent levy increase resulted in a 12.3% city tax increase on median value homes. 152 households will see no city property tax increase but 310 households will see a 10-20% increase. The value of a property will determine the tax impact based on the Market Value Homestead Exclusion program recently adopted by the legislature. Overall, the city tax rate would be 31.21%.

The Council discussed the impact of the elimination of the MVHC program which puts the burden of balancing the state budget on local governments and property taxes. The Mayor noted that homes would see a property tax increase even if there wasn't a city levy increase due to the

elimination of the MVHC. The Council also talked about a Minnesota Public Radio discussion in which guests purported small cities would be "out of business" in ten years.

Staff will prepare for the annual presentation and public hearing on the proposed budget and levy for the next meeting.

Councilor Grove noted many leaves had fallen since the streets were swept and suggested that some of the catch basins be cleaned out again. Staff will address the concern.

Yoonju Park said her organization, the Korean Service Center, recently purchased 2417 Larpenteur Avenue (formerly the Union Hall). They will use the center to further their mission to meet the needs of the Twin Cities Korean community. They are currently in the process of improving the building and plan to hold an open house in January.

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

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

There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Grove seconded the motion and it carried. The meeting adjourned at 8:23 p.m.

Respectfully submitted,



Heather Butkowski
City Administrator

**CITY OF LAUDERDALE
CLAIMS FOR APPROVAL**

December 13, 2011 City Council Meeting

Payroll		
11/25/11 Payroll: Direct Deposit # 501264-501273	\$8,481.78	
11/25/11 Payroll: Payroll Liabilities, e-payments 604E-607E	\$7,049.43	
12/09/11 Payroll: Direct Deposit # 501274-501278	\$7,344.16	
12/09/11 Payroll: Payroll Liabilities, e-payments 610E-612E	\$5,755.30	
<u>Vendor Claims</u>		
12/13/11 Claims: Check #'s 20997-21022	\$70,885.42	
SUBTOTAL		\$99,516.09

Total Claims for Approval \$99,516.09

CITY OF LAUDERDALE
Payments

Current Period: NOVEMBER 2011

Batch Name 112511pyroll
Payment
Computer Dollar Amt \$7,049.43 Posted

Refer 2389 NORTH STAR BANK, CHECKING S Ck# 000604E 11/29/2011
Cash Payment G 101-21703 FICA WITHHOLDING. 11/25/11 payroll \$1,762.77
Invoice
Cash Payment G 101-21701 FEDERAL TAXES 11/25/11 payroll \$1,211.91
Invoice
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$2,974.68

Refer 2390 ICMA RETIREMENT TRUST - 457 Ck# 000605E 11/29/2011
Cash Payment G 101-21705 ICMA RETIREMENT 11/25/11 Payroll \$1,396.30
Invoice
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$1,396.30

Refer 2391 PERA Ck# 000606E 11/29/2011
Cash Payment G 101-21704 PERA 11/25/11 Payroll \$1,566.46
Invoice
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$1,566.46

Refer 2392 MN DEPARTMENT OF REVENUE Ck# 000607E 11/29/2011
Cash Payment G 101-21702 STATE WITHHOLDING 11/11 State Withholding \$1,111.99
Invoice
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$1,111.99

Refer 2393 NORTH STAR CHECKING Ck# 000608E 11/29/2011
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$7,049.43
Invoice
Transaction Date 11/29/2011 Due 0 NORTH STAR CHEC 10100 \$7,049.43

Pre-Written Checks \$7,049.43
Checks to be Generated by the Computer \$0.00
Total \$7,049.43

10100 NORTH STAR CHECKING \$7,049.43
101 \$7,049.43

Fund Summary
10100 NORTH STAR CHECKING \$7,049.43
BATCH Total \$7,049.43

CITY OF LAUDERDALE

Payments

Current Period: DECEMBER 2011

Batch Name 120911pyroll
Payment
Computer Dollar Amt \$5,755.30 Posted

Refer 2424 PERA CK# 000610E 12/8/2011

Cash Payment G 101-21704 PERA 12/09/11 Payroll \$1,569.79

Transaction Date 12/8/2011 Due 0 NORTH STAR CHEC 10100

Invoice
Total \$1,569.79

Refer 2425 ICMA RETIREMENT TRUST - 457 CK# 000611E 12/8/2011

Cash Payment G 101-21705 ICMA RETIREMENT 12/09/11 Payroll \$1,396.30

Transaction Date 12/8/2011 Due 0 NORTH STAR CHEC 10100

Invoice
Total \$1,396.30

Refer 2426 NORTH STAR BANK, CHECKING S CK# 000612E 12/8/2011

Cash Payment G 101-21703 FICA WITHHOLDING 12/09/11 Payroll \$1,619.75

Invoice
Total \$1,619.75

Refer 2426 NORTH STAR BANK, CHECKING S CK# 000612E 12/8/2011

Cash Payment G 101-21701 FEDERAL TAXES 12/09/11 Payroll \$1,169.46

Transaction Date 12/8/2011 Due 0 NORTH STAR CHEC 10100

Invoice
Total \$2,789.21

10100 NORTH STAR CHECKING \$5,755.30

101 \$5,755.30

Pre-Written Checks	\$5,755.30
Checks to be Generated by the Compute	\$0.00
Total	\$5,755.30

Fund Summary

BATCH Total \$5,755.30

CITY OF LAUDERDALE

*Check Detail Register©

DECEMBER 2011

Check Amt Invoice Comment

10100 NORTH STAR CHECKING			
Paid Chk# 020997	12/13/2011	AFSCME	
G 101-21709	UNION DUES	\$119.10	11/11 Union Dues
Total AFSCME			
		\$119.10	
Paid Chk# 020998	12/13/2011	AHDN ATTORNEYS	
E 101-41500-355	MISC PRINTING/PROCESS SER	\$22.88	11/11 Legal Processing Fees
E 101-41500-300	LEGAL FEES - PROSECUTING	\$850.00	11/11 Legal Fees
Total AHDN ATTORNEYS			
		\$872.88	
Paid Chk# 020999	12/13/2011	AMERIPRIDE	
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$189.89	Paper Towels and Toilet Paper
Total AMERIPRIDE			
		\$189.89	
Paid Chk# 021000	12/13/2011	CINTAS	
E 602-49100-425	CLOTHING	\$64.58	PW Clothing
E 601-49000-425	CLOTHING	\$64.58	PW Clothing
Total CINTAS			
		\$129.16	
Paid Chk# 021001	12/13/2011	CITY OF FALCON HEIGHTS	
E 101-42100-321	FIRE CALLS	\$667.89	11/11 Fire Calls
Total CITY OF FALCON HEIGHTS			
		\$667.89	
Paid Chk# 021002	12/13/2011	CITY OF ROSEVILLE	
E 101-41200-391	TELEPHONE/PAGERS	\$95.40	11/11 Phone Service
E 101-41200-391	TELEPHONE/PAGERS	\$95.40	12/11 Phone Service
E 101-41200-306	CONSULTING FEES	\$453.33	12/11 IT Services
Total CITY OF ROSEVILLE			
		\$644.13	
Paid Chk# 021003	12/13/2011	CITY OF ST ANTHONY	
E 101-42100-319	POLICE CONTRACT	\$49,180.59	12/11 Police Contract
Total CITY OF ST ANTHONY			
		\$49,180.59	
Paid Chk# 021004	12/13/2011	CROIX OIL	
E 101-43000-212	MOTOR FUELS	\$262.28	11/11 Motor Fuels
E 601-49000-212	MOTOR FUELS	\$56.20	11/11 Motor Fuels
E 602-49100-212	MOTOR FUELS	\$56.21	11/11 Motor Fuels
Total CROIX OIL			
		\$374.69	
Paid Chk# 021005	12/13/2011	EUREKA RECYCLING	
E 203-50000-389	RECYCLING CONTRACTOR	\$1,410.26	11/11 Recycling Contract
Total EUREKA RECYCLING			
		\$1,410.26	
Paid Chk# 021006	12/13/2011	GOPHER STATE ONE-CALL	
E 101-43400-386	GOPHER STATE ONE CALL	\$36.25	11/11 Locates
Total GOPHER STATE ONE-CALL			
		\$36.25	
Paid Chk# 021007	12/13/2011	KONICA MINOLTA	
E 101-41200-401	COPIER CONTRACT	\$218.77	12/11 Copier Contract

CITY OF LAUDERDALE

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Total KONICA MINOLTA		\$218.77	
Paid Chk# 021008	12/13/2011 MAMA		
E 101-41200-308	TRAINING/CONFERENCES	\$20.00	8/11 Luncheon Meeting
Total MAMA		\$20.00	
Paid Chk# 021009	12/13/2011 MIKE MC PHILLIPS		
E 101-43000-314	STREET SWEEPING	\$2,717.00	Fall 2011 Street Sweeping
Total MIKE MC PHILLIPS		\$2,717.00	
Paid Chk# 021010	12/13/2011 NAPA AUTO PARTS		
E 601-49000-402	CITY TRUCK REPAIR/MAINTEN	\$12.75	Battery and Core Deposit
E 602-49100-402	CITY TRUCK REPAIR/MAINTEN	\$12.75	Battery and Core Deposit
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$101.98	Battery and Core Deposit
Total NAPA AUTO PARTS		\$127.48	
Paid Chk# 021011	12/13/2011 POSTMASTER - STAMPS		
E 101-43400-203	POSTAGE	\$88.00	3 Rolls of Stamps
E 101-41200-203	POSTAGE	\$44.00	3 Rolls of Stamps
Total POSTMASTER - STAMPS		\$132.00	
Paid Chk# 021012	12/13/2011 PREMIUM WATERS, INC		
E 101-41200-208	WATER DELIVERY	\$25.77	11/11 Water Delivery
Total PREMIUM WATERS, INC		\$25.77	
Paid Chk# 021013	12/13/2011 RAMSEY COUNTY, PROP REC & REV		
G 101-21706	HEALTH INSURANCE	\$399.46	11/11 Insurance Benefits
E 101-41200-355	MISC PRINTING/PROCESS SER	\$25.00	11/11 Insurance Benefits Processing
E 101-42100-318	911 Dispatch	\$801.70	11/11 Dispatch
E 101-42100-442	MISC	\$8.96	11/11 800 MHz radio licenses
Total RAMSEY COUNTY, PROP REC & REV		\$1,235.12	
Paid Chk# 021014	12/13/2011 SAMS CLUB		
E 602-49100-402	CITY TRUCK REPAIR/MAINTEN	\$15.04	Tire, Fluids for Truck
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$20.96	Batteries
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$123.91	Tire, Fluids for Truck
E 601-49000-402	CITY TRUCK REPAIR/MAINTEN	\$15.04	Tires, Fluids for Truck
Total SAMS CLUB		\$174.95	
Paid Chk# 021015	12/13/2011 WASTE MANAGEMENT		
E 101-43000-384	REFUSE DISPOSAL	\$158.51	12/11 Refuse Disposal - Public Works
Total WASTE MANAGEMENT		\$158.51	
Paid Chk# 021016	12/13/2011 WASTE MANAGEMENT, CITY HALL		
E 101-43000-384	REFUSE DISPOSAL	\$169.47	12/11 Refuse Disposal
Total WASTE MANAGEMENT, CITY HALL		\$169.47	
Paid Chk# 021017	12/13/2011 XCEL ENERGY, CITY HALL		
E 101-43000-381	ELECTRIC	\$186.73	11/11 City Hall Utilities - Electric

CITY OF LAUDERDALE

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DECEMBER 2011

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E 101-43000-383 GAS UTILITIES \$198.79 11/11 City Hall Utilities - Gas

Paid Chk# 021018 12/13/2011 XCEL ENERGY, STREET LIGHTING

E 101-43000-381 ELECTRIC \$53.65 11/11 Bridge Lights

E 101-43000-380 STREET LIGHT UTILITY \$526.83 11/11 Street Lights

Total XCEL ENERGY, STREET LIGHTING \$580.48

10100 NORTH STAR CHECKING \$59,569.91

Fund Summary

10100 NORTH STAR CHECKING \$57,862.50

101 GENERAL \$1,410.26

203 RECYCLING \$148.57

601 SEWER UTILITIES \$148.58

602 STORM SEWER ENTERPRISE FUND \$59,569.91

CITY OF LAUDERDALE

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DECEMBER 2011

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10100 NORTH STAR CHECKING	
Paid Chk# 021019	12/13/2011 AVENET, LLC
E 202-49500-307	COMPUTER SERVICES
\$500.00	Total AVENET, LLC
2012 Web Hosting	
<hr/>	
Paid Chk# 021020	12/13/2011 MET-COUNCIL ENVIRONMENTAL SER.
E 601-49000-387	WATER TREATMENT SERVICE
\$9,765.51	Total MET-COUNCIL ENVIRONMENTAL SER.
1/12 Wastewater Treatment	
<hr/>	
Paid Chk# 021021	12/13/2011 MINNESOTA POLLUTION CONTROL AG
E 601-49000-308	TRAINING/CONFERENCES
\$300.00	E 601-49000-308 TRAINING/CONFERENCES
\$300.00	Total MINNESOTA POLLUTION CONTROL AG
2012 Collection System Operators Con	
2012 Collection System Operators Con	
<hr/>	
Paid Chk# 021022	12/13/2011 POSTMASTER - NEWSLETTER
E 101-41200-203	POSTAGE
\$450.00	Total POSTMASTER - NEWSLETTER
102012 Newsletter Postage	
<hr/>	
10100 NORTH STAR CHECKING	\$11,315.51
10100 NORTH STAR CHECKING	\$10,365.51
101 GENERAL	\$450.00
202 COMMUNICATIONS	\$500.00
601 SEWER UTILITIES	\$11,315.51

Fund Summary

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	Consent	<input checked="" type="checkbox"/>
	Public Hearing	<input type="checkbox"/>
	Discussion	<input type="checkbox"/>
	Action	<input type="checkbox"/>
	Resolution	<input type="checkbox"/>
	Work Session	<input type="checkbox"/>

Meeting Date	December 13, 2011
ITEM NUMBER	October Finances
STAFF INITIAL	_____
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:
 Every month I provide the Council with an updated copy of the city's finances. To eliminate the need to print them twice, the October numbers are included with the budget materials.

OPTIONS:

STAFF RECOMMENDATION:
 By approving the consent agenda, the Council acknowledges the city's finances for October 2011.

COUNCIL ACTION:

LAUDERDALE COUNCIL

ACTION REQUESTED

- Consent
- Special
- Public Hearing
- Report
- Discussion/Action
- Resolution
- Work session

MEETING DATE December 13, 2011

ITEM NUMBER PCIC Minutes

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Attached are the minutes from the Park & Community Involvement Committee meeting of December 5, 2011.

OPTIONS:

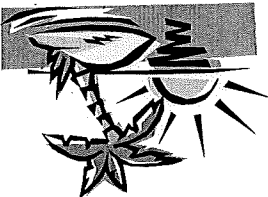
- 1) Approve as consent item.
- 2) Remove from consent for discussion.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council acknowledges receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

COUNCIL ACTION:

**MINUTES
MONDAY, DECEMBER 5, 2011
PARK & COMMUNITY INVOLVEMENT COMMITTEE**



1. CALL TO ORDER 6:31 p.m.
2. ROLL CALL
- Members Present: Trygve Hansen, Monica Gallagher, Marilyn Smith
 Members Absent: Nicole Johnson
 Staff & Council Present: Jim Bownik, Roxanne Grove
 Others Present:
3. APPROVAL OF THE AGENDA
 Gallagher motioned to approve the agenda, second by Smith. Motion carried unanimously.
4. APPROVAL OF MINUTES OF OCTOBER 17, 2011 MEETING
 Hansen motioned to approve the minutes, second by Gallagher. Motion carried unanimously.
5. REPORTS
 A. Playground Improvements Phase II Update
 Bownik provided an update on the playground improvements. Bownik stated the playground equipment and surface will be delivered soon. It will be stored on City property over the winter and installed in the spring.
 Hansen suggested using extra pea gravel from the playground in the dog park.
 B. Baseball Field Improvements
 Bownik provided an update on the baseball field improvements. Bownik stated improvements have been made to the infield and backstop. Player dugouts have also been added. The remaining items will be completed in the spring including a storage box with a concrete pad, and a sign with the names of the organizations that contributed to the project.
6. DISCUSSION/ACTION
 A. Halloween Wrap Up
 Members discussed aspects of the event including the weather, popcorn, the photo slide show, and maze monitors. Gallagher suggested using less volunteers at the drink table. Grove mentioned more volunteers are needed at the set up, especially for the maze. She also mentioned she has been thinking of ideas for a maze that is less labor intensive such as using PVC pipes and black plastic or sheets. He said a Lauderdale resident made a gazebo out of PVC and may be able to assist with the

design. Gallagher wondered how much PVC piping would cost. She also suggested getting help from the Boy Scouts or an Eagle Scout.

B. Snow Commotion Planning #1/2 (Saturday, January 28)

The Committee began planning the winter event. The event will be Saturday, January 28 from 3-5 pm. Bownik will contact Pastor Greenlund about the cardboard sled races. There will also be a bonfire, treats, and a medallion hunt. Gallagher suggested having people try cross country skiing, like they do at the Falcon Heights event. Bownik will contact Finn Sisu or REI. The Committee also suggested not having the poker chip game.

C. 2012 Meeting Schedule

Bownik presented the proposed meeting schedule for 2012.

7. OTHER BUSINESS

8. SET PRELIMINARY AGENDA FOR NEXT MEETING

Hansen read the preliminary agenda for the next meeting.

9. SET DATE FOR NEXT MEETING

The committee meets on Mondays at 6:30 p.m. The next meeting will be Monday, January 9 at 6:30 p.m.

10. ADJOURNMENT

Gallagher motioned to adjourn the meeting, second by Hansen. Motion carried unanimously and adjourned at 7:38 p.m.

Respectfully submitted,

Jim Bownik
Assistant City Administrator
PCIC Staff Liaison

**LAUDERDALE COUNCIL
ACTION FORM**

Meeting Date December 13, 2011

ITEM NUMBER: 2012 Rental Housing Licenses

STAFF INITIAL: Kevin Kelly *KK*

APPROVED BY ADMINISTRATOR: _____

Action Requested

Consent _____

Public Hearing _____

Discussion _____

Action _____

Resolution _____

Work Session _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

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

OPTIONS:

1. Motion to approve listed rental property licenses for 2012.

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

STAFF RECOMMENDATION:

Motion to approve the above listed rental property licenses for 2012.

COUNCIL ACTION:

LAUDERDALE COUNCIL ACTION FORM

Rental License Application Complete:
Property List with Owner

- 1799 Carl Richard Gauger
- 1886 Carl Alan Blat
- 1699 Eustis Charles Mason
- 1733/1737 Eustis Jeff Hermes
- 1811/1813 Eustis David Tracy
- 1857 Eustis Scott O'Brien
- 1888 Eustis Eric Shin & Grace Song
- 1975 Eustis Verle Rhoades
- 1785/1787 Fulham Bruce & Michelle Bonine
- 2387 Larpenneur Kathy Toner
- 2439 Larpenneur Charles Mason
- 2449 Larpenneur Steven Ramlow
- 1813 Malvern Bonnie Troska
- 1855 Malvern Keith & Grace Dyrud
- 1904 Malvern Dennis Bruwelheide
- 1962 Malvern Aaron Aaserude
- 1759 Pleasant John Sagstetter
- 1638 Rosehill Bernadette Janisch
- 1829 Walnut Dennis Bruwelheide
- 1853 Walnut Eric Shin & Grace Song
- 1871 Walnut Mike Drake
- 1878 Walnut Christine & Mark Oliver
- 1898 Walnut Jeremy Carr
- 1618/1626/1630 Eustis/1619 & 1622 Carl Mid-Continent Management
- 1634 /1642 Eustis & 2400 Larpenneur CVC Investments

COUNCIL ACTION:

1) By approving the consent agenda, the council adopts Resolution No. 121311A accepting SCORE grant funding from Ramsey County for Lauderdale's recycling program.

STAFF RECOMMENDATION:

1) Adopt Resolution No. 121311A
 2) Do not adopt Resolution No. 121311A

OPTIONS:

1) Resolution No. 121311A
 2) Draft Grant Application

Enclosed

A resolution is required as part of the grant application. Adopting the resolution means the city accepts the funding. A grant agreement should be ready for signing in January.

SCORE funding grants are automatically provided to municipalities in Ramsey County on an annual basis with submittal of a grant application. In 2011, Lauderdale received \$4,750 to help cover expenses related to the City's recycling program such as administration, promotion, equipment, and collection. Lauderdale is eligible for \$4,947 in 2012.

In 1989, the Minnesota Legislature adopted comprehensive waste reduction and recycling legislation based on the recommendations of the Governor's Select Committee on Recycling and the Environment. This set of laws, commonly referred to as SCORE, is a part of Minnesota's Waste Management Act. The SCORE legislation has provided counties with a funding source to develop effective waste reduction, recycling and solid waste management programs.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Consent	<input checked="" type="checkbox"/>
Special	<input type="checkbox"/>
Public Hearing	<input type="checkbox"/>
Report	<input type="checkbox"/>
Discussion/Action	<input type="checkbox"/>
Resolution	<input checked="" type="checkbox"/>
Work session	<input type="checkbox"/>

ACTION REQUESTED	LAUDERDALE COUNCIL
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MEETING DATE	December 13, 2011
ITEM NUMBER	Resolution No. 121311A SCORE
Funding for Recycling Program	
STAFF INITIAL	Jim
APPROVED BY ADMINISTRATOR	

RESOLUTION NO. 121311A

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

**A RESOLUTION ACCEPTING 2012 SCORE FUNDING FROM RAMSEY
COUNTY FOR THE LAUDERDALE RECYCLING PROGRAM**

WHEREAS, SCORE Funding Grants are available to municipalities in Ramsey County for reimbursement of expenses related to administration, promotion, and collection of, recycling materials; and,

WHEREAS, the City of Lauderdale has a comprehensive curbside residential recycling program currently in use; and,

WHEREAS, these funds will provide Lauderdale with a method of paying for some incurred costs related to the administration of this program, thus aiding in keeping the cost to the residents low;

NOW THEREFORE, BE IT RESOLVED that the Lauderdale City Council does hereby authorize staff to submit an application to the St. Paul - Ramsey County Department of Public Health - Environmental Health Section for allocation of 2012 SCORE Funding Grant Monies in the amount of \$4,947.00.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Lauderdale on this 13th day of December, 2011.

Jeffrey Dains, Mayor

(ATTEST)

(SEAL)

Heather Butkowski, City Administrator

SAINT PAUL - RAMSEY COUNTY DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH SECTION

2012 SCORE FUNDING GRANT APPLICATION

CITY/TOWNSHIP: Lauderdale
 CONTACT PERSON: Jim Bownik
 ADDRESS: 1891 Walnut St, Lauderdale, MN 55113
 PHONE: 651-792-7656
 FAX: 651-631-2066
 EMAIL: jim.bownik@cl.lauderdale.mn.us

SCORE GRANT REQUEST

1. What measurable goals does your municipality have for waste reduction and recycling activities in 2012? Please describe how progress toward these goals will be measured and evaluated. At least ONE measurable goal must be listed. Increase participation rates. This can be tracked through tonnage reports for individual classes of recyclables.

2. Describe the activities a SCORE grant would be used for in your municipality and how these funds will enhance your existing waste reduction and recycling programs. Identify expenses for activities within each applicable budget category.

PROPOSED SCORE BUDGET—SCORE EXPENSES ONLY

ADMINISTRATION Total:	\$2473
Please detail activities and expenses:	
PROMOTION ACTIVITIES Total:	\$0
Please detail activities and expenses:	
EQUIPMENT Total:	\$0
Please detail activities and expenses:	
COLLECTION OF RECYCLABLES Total:	\$2474
Please detail activities and expenses:	
TOTAL SCORE GRANT Requested	\$4,947

RECYCLING BUDGET

3. Attach a copy of your 2012 municipal budget for all recycling activities, including all funding sources. If your governing body has not adopted the budget, attach the most current draft budget.

PUBLIC ENTITIES LAW COMPLIANCE

4. Attach a copy of the disclosure from your hauler(s), or a copy of the relevant portion of any contracts with haulers, that specifies the facility at which waste collected from municipal facilities is deposited. Minn. Stat. § 115A.9302 requires haulers to disclose this information to customers annually.

RESOLUTION

5. Attach a resolution from your governing body requesting the SCORE funding allocation, or a certified copy of the official proceedings at which the request was approved. SCORE grants agreements cannot be issued without such an attachment.

Jim Bownik

NAME OF PERSON AUTHORIZED TO SUBMIT GRANT

Jim Bownik

SIGNATURE (electronic signature is acceptable)

Assistant to the City Administrator

TITLE

12-14-11

DATE

Applications will be considered complete when items 1 – 5 above are submitted and a signature is on file.

Please return the completed grant application form by **DECEMBER 31, 2011**.

SCORE Program
Saint Paul – Ramsey County Department of Public Health
Environmental Health Section
2785 White Bear Avenue N., Suite 350
Maplewood, MN 55109-1320

<p>LAUDERDALE COUNCIL ACTION FORM</p>	<p>ACTION REQUESTED</p>
<p>MEETING DATE December 13, 2011</p> <p>ITEM NUMBER Rink/Warming House Attendants</p> <p>STAFF INITIAL Jim</p> <p>APPROVED BY ADMINISTRATOR _____</p>	<p>Consent <input checked="" type="checkbox"/></p> <p>Special _____</p> <p>Public Hearing _____</p> <p>Report _____</p> <p>Discussion/Action _____</p> <p>Resolution _____</p> <p>Work session _____</p>

BACKGROUND:

We are currently accepting applications for the Winter Rink/Warming House Attendant positions. We usually hire three or four attendants for the season. Staff proposes the same hourly wage as last year, which was \$9.00/hour.

We are asking the Council to authorize Staff to set up interviews and hire seasonal personnel to achieve appropriate staffing levels for the winter skating season.

OPTIONS:

- 1) Authorize Staff to set up interviews and hire seasonal personnel at \$9/hour.
- 2) Do not authorize Staff to set up interviews and hire seasonal personnel at \$9/hour.

STAFF RECOMMENDATION:

- 1) By approving the Consent Agenda, the Council authorizes Staff to set up interviews and hire seasonal personnel at \$9/hour.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested	_____
Consent	<input checked="" type="checkbox"/>
Public Hearing	_____
Discussion	_____
Action	_____
Resolution	_____
Work Session	_____

Meeting Date	December 13, 2011
ITEM NUMBER	Hughes & Costello
STAFF INITIAL	_____
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

A couple of years ago, the City's prosecuting legal firm was going to dissolve due to the partners desiring to retire. At that point, Katrina Joseph moved to a new firm (Anderson, Helgen, Davis, and Nissen) and continued working as Lauderdale's prosecuting attorney. Hughes and Costello ultimately did not dissolve and they have asked Katrina to return to their practice as a partner. As Anderson, Helgen, Davis, and Nissen do not employ any other attorneys that represent cities, it makes sense to return to contracting with Hughes and Costello.

Katrina provided the attached letter explaining the situation. The new arrangement would be effective January 1, 2012 with Council agreement.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council approves the transfer of the City's contract for prosecuting services from Anderson, Helgen, Davis, and Nissen to Hughes and Costello effective January 1, 2012.

COUNCIL ACTION:

Heather Butkowski

From: Katrina E. Joseph [KEJ@andersonhelgen.com]
Sent: Wednesday, December 07, 2011 1:14 PM
To: Heather Butkowski
Cc: John Ohl
Subject: Firm Change

Heather:

I hope you and the baby are doing well! I wanted to follow-up on our conversation about the Lauderdale prosecutions after December 31, 2011. I will be returning to Hughes & Costello on January 1st as a partner. I would, of course, like to keep the City of Lauderdale as my client after I make the transfer. The fees would remain the same, and I would continue to perform the prosecution work. The only change for the City would be my contact information. If it is amenable to the change, the City Council would need to approve the contract transfer effective January 1, 2012. I will take care of the rest with my current firm.

If you have any questions, please let me know!

Katrina E. Joseph
Attorney


ANDERSON, HELGEN, DAVIS & NISSEN, PA
150 South 5th Street, Suite 3100
Minneapolis, MN 55402

Telephone: (612) 435-6363
Direct Dial: (612) 435-6353
Fax: (612) 435-6379

Email: kej@andersonhelgen.com


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This notice is required by IRS Circular 230, which regulates written communications about federal tax matters between tax advisors and their clients. To the extent that the preceding correspondence and/or any attachment is written tax advice communication, it is not a full "covered opinion." Accordingly, this advice is not intended and cannot be used for the purpose of avoiding penalties that may be imposed by the IRS.

 Please consider the environment before printing this e-mail.

**LAUDERDALE COUNCIL
ACTION FORM**

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

Meeting Date	December 13, 2011
ITEM NUMBER	2012 Levy & Budget
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Prior to the public hearing and council discussion, I will present information on the proposed budget and levy.

Attached to this memo is Resolution 121311B - A resolution levying taxes for 2011 payable in 2012. Also attached is the proposed budget which shows 2011 revenues and expenses through October. I will create budget books for distribution at year end (after staff close December).

The Council may lower the levy at this point but not raise it. If there are no changes, the Council can make one motion to approve both the budget and levy. Thereafter, I will send a copy of the resolution to Ramsey County.

(The County didn't send over an example of the tax impact on local businesses other than Xcel Energy for the last meeting. Attached is the proposed property tax statement for the Wellness Center. It is a good indicator of tax impact because their assessed value stayed the same).

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve the 2012 Lauderdale City Budget and Resolution 121311B - A Resolution Levying Taxes for 2011 Payable in 2012 in the amount of \$598,152.

COUNCIL ACTION:

RESOLUTION NO. 121311B

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

RESOLUTION LEVYING TAXES FOR 2011 PAYABLE IN 2012

BE IT HEREBY RESOLVED by the City of Lauderdale, Ramsey County, State of Minnesota as follows:

The following tax levies are hereby made against all taxable property in the City of Lauderdale for the tax levy 2011, payable 2012:

Total proposed levy for 2011 payable in 2012: **\$598,152**

This includes estimated fiscal disparities amount of \$101,159.

BE IT FURTHER RESOLVED, that there will not be a certified debt levy for the General Obligation Bonds Series 2003A.

BE IT FURTHER RESOLVED that the City Administrator is authorized and directed at this time to certify this Resolution to the County Auditor of Ramsey County, Minnesota.

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 December 13, 2011, as the same appears in the minutes of said meeting on file and of record in City Offices.

Dated this 13th day of December, 2011.

Jeff Dains, Mayor

(ATTEST)

Heather Butkowski, City Administrator

(SEAL)

GENERAL FUND REVENUE

	2009	2010	2011	2011	2012
	Actual	Actual	Adopted	As of Oct. 31	Proposed
CITY LEVIED TAXES					
31010 Current Ad Valorem	425,397	411,088	470,047	223,089	496,993
31020 Delinquent Ad Valorem	3,534	1,841	-	10,533	-
31040 Fiscal Disparities	101,843	109,600	110,683	58,012	101,159
SUB TOTAL PROPERTY TAXES	530,775	522,528	580,730	291,635	598,152
STATE AIDE					
33401 Local Government Aide	557,218	516,153	519,747	258,077	516,153
33405 PERA Rate Increase Aide	1,198	1,198	1,198	599	1,198
33406 Market Value Home Credit	28,839	101	(31,811)	-	-
TOTAL STATE AIDE	587,255	517,452	489,134	258,676	517,351
LICENSES AND FEES					
32110 3.2 Alcohol License	150	150	150	-	150
32120 Cigarette License	200	600	400	-	400
32130 Garbage Hauler Licenses	1,170	1,275	750	1,125	1,000
32140 HVAC Licenses	890	1,453	600	850	600
32150 Tree Company License	140	700	300	250	300
32180 Rental License Fee	3,366	4,091	3,000	434	3,000
32240 Animal Licenses	290	390	250	350	250
34101 City Hall/Park Rental	3,945	4,955	2,500	5,925	4,000
43103 Administrative Fee	83	-	200	-	-
34105 Sale of Publications	-	-	-	-	-
34109 Copies	61	51	50	-	50
34114 Advertising sales	-	50	-	75	-
34115 Miscellaneous Revenue	-	-	-	-	-
TOTAL LICENSES AND FEES	10,295	13,715	8,200	9,009	9,750
REVENUE OTHER					
36100 Special Assessments	9,677	20,918	-	23,315	-
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	2,182	1,485	-	2,519	-
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	-	-	-	-	-
36211 Investment Interest	11,018	6,492	7,000	6,839	6,000
36230 Donations	50	3,000	-	-	-
36231 Dog Park Donations	50	10	-	25	-
36240 State Surcharge - Construction Permits	539	336	250	395	300
36250 Refunds and Reimbursements	3,511	1,140	-	-	-
36252 LMCI Insurance Dividend	2,905	3,015	-	-	-
36255 Miscellaneous	-	-	-	23	-
39101 Sales Fixed Assets	1	-	-	-	-
TOTAL OTHER REVENUE	29,882	36,396	7,250	33,117	6,300
PUBLIC SAFETY	40,547	41,330	34,500	39,125	38,500
PLANNING & INSPECTIONS	20,487	13,674	10,600	12,351	8,200

GENERAL FUND REVENUE

TRANSFERS FROM OTHER FUNDS

	2009	2010	2011	As of Oct. 31	2012
	Actual	Actual	Adopted	As of Oct. 31	Proposed
TOTAL GENERAL FUND REVENUE	1,219,241	1,145,095	1,130,414	643,912	1,178,253
GENERAL FUND EXPENDITURES					
Legislative	22,634	24,481	26,193	23,043	27,563
Administrative	168,728	144,697	157,366	116,845	163,030
Audit, Elections, and Legal Services	6,234	46,958	48,857	35,233	52,873
Public Safety	582,567	585,398	605,287	499,173	613,695
Police	35,529	29,232	32,500	30,333	35,500
Fire	11,545	-	-	-	-
Prosecution	92,877	86,632	105,044	73,084	101,724
Public Works	22,568	46,241	56,322	33,542	52,620
Planning & Inspections	71,716	63,978	64,845	52,123	65,248
Parks and Recreation	1,235	1,648	14,000	5,882	26,000
Development	1,015,633	1,029,264	1,110,414	869,259	1,138,253
EXPENDITURES BEFORE TRANSFERS	31,000	112,594	-	-	20,000
Contingency	-	-	20,000	-	20,000
Transfers Out	1,046,633	1,141,858	1,130,414	869,259	1,178,253
TOTAL GENERAL FUND EXPENDITURES	1,046,633	1,141,858	1,130,414	869,259	1,178,253

LEGISLATIVE (41100)

EXPENDITURES

	2009	2010	2011	As of Oct. 31	2011	Proposed
Personnel						
Part-time employees	13,200	13,200	13,200	11,000	13,200	1,010
FICA	1,010	1,010	1,010	842	1,010	103
Workers Comp	59	118	103	98	103	151
Subtotal Personnel	14,269	14,328	14,313	11,940	14,313	14,313
General Operations						
General Supplies	-	39	-	100	-	-
Permanent Supplies	-	-	-	-	-	-
Postage	84	-	-	-	-	-
Legal Fees	-	500	-	-	-	-
Training and Conferences	-	930	2,000	1,634	3,000	-
Travel	24	72	130	337	500	-
Public Notices	292	391	700	616	700	-
General Liability	5,228	5,331	6,000	5,556	6,000	-
Dues and Subscriptions	2,671	2,695	2,800	2,756	2,800	-
Special Events	-	-	-	-	-	-
Meeting Expenses	66	196	250	104	250	-
Miscellaneous Expenses	-	-	-	-	-	-
Subtotal General Operations	8,365	10,153	11,880	11,103	13,250	13,250
Capital Equipment						
Furniture and Equipment	-	-	-	-	-	-
Computer Software and Equipment	-	-	-	-	-	-
Subtotal Capital Equipment	-	-	-	-	-	-
TOTAL LEGISLATIVE EXPENSES	22,634	24,481	26,193	23,043	27,563	27,563

ADMINISTRATION & FINANCE (41200)

EXPENDITURES

	2009	2010	2011	As of Oct. 31	2012
Personnel					
101 Full-time employees	102,536	90,954	93,081	72,014	99,551
104 Temp. employees	-	-	-	-	-
121 PERA	6,836	6,470	6,748	5,134	7,217
122 FICA	8,004	7,297	7,121	5,699	7,616
131 Benefits (health, dental, etc)	9,272	10,116	11,340	8,374	12,150
142 Unemployment Benefits	-	55	-	110	-
151 Workers Compensation	559	965	726	712	796
Subtotal Personnel	127,206	115,857	119,016	92,043	127,330
General Operations					
201 General Supplies	1,731	1,899	2,200	530	1,500
203 Postage	1,817	2,626	4,000	2,076	3,500
208 Water cooler water	303	277	450	245	400
301 Auditing	12,904	-	-	-	-
305 Legal contract - Civil	3,567	-	-	-	-
306 Consulting Fees (IT Support)	5,440	5,440	5,500	4,533	6,000
307 Computer Services (Banyon)	1,560	1,561	1,600	1,561	1,600
308 Training and conferences	1,004	772	2,000	1,280	2,000
309 Newspaper - Roseville Review	-	-	-	-	-
327 Other Services	-	-	-	73	400
331 Travel Expenses	929	765	1,200	545	1,000
332 Public information and notices	726	662	1,500	689	1,000
333 Newsletter Printing	2,469	2,438	4,000	2,508	3,000
334 Phonebook Printing	-	-	-	-	-
354 Miscellaneous printing & process	285	1,000	1,200	220	500
355 General liability	4,652	4,955	5,300	5,113	5,500
391 Telephones/Fax (City Hall)	1,769	1,666	2,000	1,459	2,000
401 Copier	379	1,349	2,800	2,365	3,000
404 Computer Repair/Maintenance	-	-	-	-	-
409 Other equipment repair	-	-	-	-	-
438 Dues and Subscriptions	1,474	2,491	3,000	1,476	2,600
440 Meeting Expenses	85	159	100	28	200
442 Miscellaneous expenses	78	779	500	101	500
Subtotal General Operations	41,172	28,840	37,350	24,802	34,700
Capital Expenditures					
530 Furniture and equipment	-	-	-	-	-
531 Office equipment	-	-	-	-	-
534 Office furniture	-	-	-	-	-
538 Computers and technology	351	-	1,000	-	1,000
Subtotal Capital	351	-	1,000	-	1,000
TOTAL EXPENSES	168,728	144,697	157,366	116,845	163,030

		EXPENDITURES			
		PERSONNEL			
		General Operations			
		Capital Expenditures			
		TOTAL EXPENSES			
2009	2010	2011	As of Oct. 31 2011	Proposed 2012	
Actual	Actual	Adopted	As of Oct. 31 2011	Proposed 2012	AND LEGAL SERVICES (\$1500)
3,724	12,440	6,952	8,254	9,899	101
					104
					Temp. employees
968	2,242	-	-	2,500	121
					PERA
239	869	504	564	535	122
					FICA
198	1,486	840	950	900	131
					Benefits (health, dental, etc)
35	105	54	57	74	151
					Workers Compensation
5,461	18,116	8,882	10,465	14,473	Subtotal Personnel
					General Operations
					201
					General Supplies
					300
					Legal Services - Prosecution
					301
					Auditing
					305
					Legal Services - Civil
586	432	800	426	700	327
					Other Services
					331
					Travel Expenses
96	-	100	-	500	352
					Public Information & Notices
					355
					Miscellaneous Fees
					409
					Other equipment and repair
91	-	-	-	200	440
					Meeting expenses
					442
					Miscellaneous expenses
774	28,842	39,975	24,768	38,400	Subtotal General Operations
					Capital Expenditures
					530
					Furniture and equipment
					531
					Office equipment
					534
					Office furniture
					538
					Computers and technology
					Subtotal Capital
6,234	46,958	48,857	35,233	52,873	TOTAL EXPENSES

		PUBLIC SAFETY (42100)				
		2009	2010	2011	As of Oct. 31	2012
		Actual	Actual	Adopted	2011	Proposed
REVENUE						
34202	False Fire Alarm	424	-	500	-	500
34203	Fire Inspection Fee	-	-	1,000	-	1,000
34205	Fire Call Reimbursement	1,252	-	-	-	-
35101	Court Fines (including traffic tickets)	38,872	41,330	33,000	39,125	37,000
TOTAL REVENUE		40,547	41,330	34,500	39,125	38,500
EXPENDITURES						
General Operations						
305	Legal Fees - Prosecution	10,152	-	-	-	-
355	Miscellaneous fees - Printing	1,392	-	-	-	-
Subtotal Prosecution		11,545	-	-	-	-
318	911 Dispatch	-	-	9,620	7,215	12,126
319	Police Contract	578,250	578,595	590,167	491,806	596,069
360	General Liability	-	-	5,000	-	5,000
391	Telephone/Pager	-	-	-	-	-
442	Miscellaneous Exp.	4,317	6,803	500	152	500
Subtotal Police		582,567	585,398	605,287	499,173	613,695
320	Fire Contract	18,630	17,826	18,000	17,685	18,000
321	Fire Calls	16,475	11,186	13,000	12,648	16,000
322	False Fire Alarms	424	219	500	-	500
323	Fire Inspections	-	-	1,000	-	1,000
Subtotal Fire		35,529	29,232	32,500	30,333	35,500
TOTAL EXPENSES		629,641	614,630	637,787	529,506	649,195

EXPENDITURES					PUBLIC WORKS (43000)	
	2009	2010	2011	As of Oct. 31	2012	Proposed
Personnel						
101 Full-time employees	44,294	31,244	27,248	25,986	28,066	
102 Overtime/On-Call	2,191	3,030	3,000	2,304	3,000	
121 PERA	3,004	2,573	2,193	2,046	2,252	
122 FICA	3,516	2,920	2,314	2,270	2,377	
131 Benefits (health, dental, etc)	4,702	4,162	4,200	3,773	4,500	
151 Workers Compensation	2,097	3,549	2,526	2,487	1,429	
Subtotal Personnel	59,804	47,477	41,481	38,866	41,624	
General Operations						
202 Permanent Supplies	-	305	-	676	500	
212 Motor Fuels	1,587	2,500	2,200	2,651	3,000	
213 Lubricants and other fluids	-	-	-	46	-	
225 Landscaping Materials	15	-	963	21	-	
226 Signs	-	-	-	-	-	
227 Tools and Equipment	-	-	-	-	-	
228 Miscellaneous Repairs & Supplies	1,008	457	1,500	2,130	2,000	
304 Engineering Contract	-	337	3,000	-	1,000	
308 Training and conferences	165	165	400	165	400	
313 Snow and Ice Removal Contract	5,207	11,268	15,000	9,195	15,000	
314 Street Sweeping Contract	5,062	5,026	6,000	2,045	6,000	
317 Tree Service	3,214	3,642	10,000	3,441	10,000	
324 Alley Repair	-	-	1,000	-	1,000	
327 Other Services/Floor Maintenance	356	328	3,000	1,364	1,500	
328 Street Repair	-	-	500	-	-	
380 Electricity - Street Lighting	6,168	5,896	6,400	5,115	6,400	
381 Electricity	2,457	3,067	3,400	2,326	3,200	
382 Water	69	63	100	31	100	
383 Gas Utilities	3,075	2,674	4,000	1,951	3,500	
384 Refuse Disposal	1,189	1,481	1,600	1,482	3,000	
391 Telephone/Pagers	534	488	500	289	500	
402 Truck repair and Maintenance	2,968	1,363	3,800	1,279	3,000	
426 Machinery rental	-	-	-	-	-	
442 Miscellaneous	-	96	200	12	-	
Subtotal General Operations	33,073	39,154	63,563	34,218	60,100	
Capital Expenditures						
530 Furniture and equipment	-	-	-	-	-	
538 Land	-	-	-	-	-	
Subtotal Capital	-	-	-	-	-	
TOTAL EXPENSES	92,877	86,632	105,044	73,084	101,724	

REVENUE		PLANNING & INSPECTIONS (43400)			
	2011	2010	2009	Actual	Actual
	As of Oct. 31	Adopted	Actual	Actual	Proposed
	2011	2011	2010	2009	2012
Other	7,842	7,000	9,163	11,688	5,000
Building Permits	32,210	7,000	9,163	11,688	5,000
Zoning Permit Applications	32,211	200	700	1,210	500
Plan Review	32,225	2,000	1,488	4,692	1,000
Plumbing Permits	32,230	600	1,248	1,236	704
HVAC Permits	32,270	800	975	1,410	1,000
Street Excavation	32,280	-	100	100	-
Variance Fee	34,110	-	100	150	-
Conditional Use Permit	34,112	-	-	-	-
Zoning Amendment	34,113	-	-	-	-
TOTAL REVENUE	12,351	10,600	13,674	20,487	8,200
EXPENDITURES					
Personnel	101	31,308	27,923	14,686	32,444
Full-time employees	121	2,270	1,966	963	2,352
PERA	122	2,395	2,330	1,169	2,482
FICA	131	4,410	3,409	1,110	4,725
Benefits (health, dental, etc)	151	1,339	1,224	207	1,317
Workers Compensation	Subtotal Personnel	41,722	36,852	18,136	43,320
General Operations	201	-	-	-	-
General Supplies	202	-	-	-	-
Permanent Supplies	203	500	219	173	300
Postage	306	10,000	8,015	452	5,300
Consulting Fees	308	500	450	450	500
Training and conferences	312	2,500	35	2,408	2,000
Building Inspector	327	-	-	-	-
Other Services	331	-	-	-	-
Travel Expenses	355	-	-	-	-
Miscellaneous Printing	386	600	422	531	600
Gopher State One Call	442	-	10	-	200
Miscellaneous expenses	443	500	239	419	400
Surcharge Report	Subtotal General Operations	14,600	9,389	4,432	9,300
Capital Expenditures	530	-	-	-	-
Furniture and equipment	531	-	-	-	-
Office equipment	534	-	-	-	-
Office furniture	538	-	-	-	-
Computers and technology	Subtotal Capital	-	-	-	-
TOTAL EXPENSES	33,542	56,322	46,241	22,568	52,620

PARKS AND RECREATION (45200)
EXPENDITURES

Personnel

	2009	2010	2011	As of Oct. 31	Proposed
101 Full-time employees	51,253	41,317	37,855	33,705	38,932
104 Temp. employees	3,555	4,403	6,000	4,043	6,000
121 PERA	3,431	2,960	2,744	2,435	2,823
122 FICA	4,322	3,747	3,355	3,034	3,437
131 Benefits (health, dental, etc)	5,102	4,946	5,880	4,534	6,300
151 Workers Compensation	260	1,309	1,161	1,147	1,256
Subtotal Personnel	67,923	58,682	56,995	48,898	58,748

General Operations

201 General Supplies	127	45	200	263	300
202 Permanent Supplies	89	32	200	107	200
225 Landscaping Materials	-	-	500	-	100
228 Miscellaneous Repairs & Maintenance.	191	144	250	-	250
317 Tree Service	-	-	-	-	-
370 Park and Rec Expenses	700	700	700	700	700
371 Non-Resident Reimbursement	429	1,137	1,000	528	1,300
381 Electric	439	477	700	372	500
382 Water	172	173	300	44	200
383 Gas Utility	801	617	1,200	540	1,000
384 Refuse	-	-	-	-	-
391 Telephones and Fagers	-	20	100	21	50
403 Mower repair	-	1,275	1,500	-	1,000
412 Warming House Repair	-	33	100	-	100
427 Porta Potty Rental	767	630	800	335	500
442 Miscellaneous	78	13	300	315	300
Subtotal General Operations	3,793	5,296	7,850	3,225	6,500

Capital Expenditures

550 Other Improvements	-	-	-	-	-
Subtotal Capital	-	-	-	-	-
TOTAL EXPENSES	71,716	63,978	64,845	52,123	65,248

	DEVELOPMENT (\$8100)				
	2009	2010	2011	As of Oct. 31	2012
	Actual	Actual	Adopted	Proposed	
REVENUE					
Other	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-
EXPENDITURES					
General Operations					
306 Consulting Fees	1,235	1,648	14,000	5,882	26,000
442 Miscellaneous expenses	-	-	-	-	-
Subtotal General Operations	1,235	1,648	14,000	5,882	26,000
TOTAL EXPENSES	1,235	1,648	14,000	5,882	26,000

	2009	2010	2011	As of Oct. 31	2012
	Actual	Actual	Adopted	2011	Proposed
REVENUE					
Other	-	-	-	-	-
TOTAL REVENUE	-	-	-	-	-
EXPENDITURES					
General Operations					
CONTINGENCY FUNDS	444	-	20,000	20,000	20,000
OPERATING TRANSFERS	710	-	-	-	-
Subtotal General Operations	-	-	20,000	20,000	20,000
TOTAL EXPENSES	-	-	20,000	20,000	20,000
CONTINGENCY (45300)					

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

2011 LAUDERDALE BUDGET SUMMARY OF FUNDS 201 - 602

	2008	2009	2010	2011	As of Oct. 31 2011	Proposed 2012
Total Revenues	827,502	1,027,604	1,371,914	564,750	504,325	603,157
201 Community Events Fund	3,642	4,874	4,830	3,050	3,385	2,850
202 Communications Fund	22,431	22,837	20,942	20,500	10,387	20,300
203 Recycling Fund	41,362	41,967	41,061	41,000	24,114	40,800
302 2000 Impr. Debt Fund	48,013	20,524	-	-	-	-
303 2002 Imp Debt Fund	41,424	35,459	31,652	-	-	-
304 2003 Imp Debt Fund	64,834	59,143	50,924	47,500	23,372	43,907
401 Street Improvement Fund	14,760	10,331	5,421	6,000	4,987	4,500
402 General Capital Impr. Fund	4,320	2,184	1,143	1,500	794	1,000
403 Storm Water Impr. Fund	6,048	4,473	2,346	3,000	1,877	1,800
404 Park Improvement Fund	108,725	3,946	118,570	2,000	11,260	1,200
405 TIF Project Fund	162,370	165,052	180,089	139,000	88,198	163,000
407 Sewer Improvement Fund	11,277	81,628	5,660	5,500	4,528	4,000
601 Sewer Utility Fund	229,104	234,715	242,590	245,000	215,666	244,300
602 Storm Water Utility Fund	69,192	49,142	54,092	50,700	47,376	55,500
Revenue Before Transfers	827,502	736,274	759,320	564,750	435,944	583,157
Transfers	291,329	612,594	-	68,381	20,000	-
Total Revenues	827,502	1,027,604	1,371,914	564,750	504,325	603,157
Total Expenditures	956,526	1,074,134	1,074,134	1,096,278	910,175	533,096
201 Community Events Fund	4,329	3,616	3,616	3,550	2,731	3,450
202 Communications Fund	15,374	29,277	29,277	29,669	17,623	30,715
203 Recycling Fund	23,391	32,079	32,079	34,275	19,392	34,431
302 2000 Impr. Debt Fund	122,080	455,481	455,481	-	-	-
303 2002 Impr. Debt Fund	150,256	145,798	145,798	526,950	526,936	-
304 2003 Impr. Debt Fund	118,608	116,350	116,350	116,205	116,429	113,130
401 Street Improvement Fund	69,213	12,189	12,189	-	-	-
402 General Capital Impr. Fund	90,000	-	-	31,000	29,714	35,000
403 Storm Water Impr. Fund	32,316	-	-	-	-	-
404 Park Improvement Fund	81,110	6,735	6,735	44,000	(1,500)	20,000
405 TIF Project Fund	738	747	747	1,000	310	1,000
407 Sewer Improvement Fund	-	-	-	-	-	-
601 Sewer Utility Fund	212,687	228,570	228,570	243,629	166,976	226,612
602 Storm Water Utility Fund	36,424	43,293	43,293	66,000	31,564	68,758
Expenditures Before Transfers	956,526	1,074,134	1,074,134	1,096,278	910,175	533,096
Transfers	260,329	500,000	-	68,381	-	-
Total Expenditures	956,526	1,334,463	1,574,134	1,096,278	978,556	533,096
Surplus/(deficit)	(129,025)	(306,860)	(202,220)	(531,528)	(474,231)	70,061

Community Events Fund 201

DEPT. 45600	2008	2009	2010	2011	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed	
BEGINNING BALANCE	3,486	2,800	4,058	5,638	5,638	5,138	4,538
REVENUES:							
34785 Fun Run / Walk	-	-	-	100	-	-	-
34786 Winter Event	609	396	33	-	31	-	-
34787 Garage Sale	-	50	-	50	-	-	50
34788 Day in the Park	1,683	1,904	3,219	1,500	2,046	1,500	1,500
34789 Music under the trees	-	448	434	400	469	400	400
34790 Other Events - March Dance	-	-	-	-	-	-	-
34791 Pop Sales	-	-	-	-	-	-	-
34792 T-Shirt Sales	150	330	97	100	132	100	100
34795 Halloween Donations	779	825	854	700	553	600	600
36211 Investment Interest	129	121	69	100	61	100	100
36230 Donations	30	30	-	-	-	-	-
36255 Misc.	293	769	124	100	93	100	100
Total Revenues	3,642	4,874	4,830	3,050	3,385	2,850	
EXPENDITURES:							
201 General Supplies	-	5	-	-	-	-	-
202 Permanent Supplies	43	100	-	100	40	100	100
368 Fun Run / Walk	-	-	100	100	446	500	500
369 Music Under the Trees	535	200	600	400	400	400	400
370 Other Events - March Dance	-	-	-	-	-	-	-
373 T-Shirts	353	-	-	-	-	-	-
375 Winter Event	1,011	192	250	250	150	250	250
376 Garage Sale	34	-	-	-	-	-	-
377 Day in the Park	1,500	1,800	1,400	1,800	1,294	1,300	1,300
378 Night Out	103	119	150	150	119	150	150
379 Halloween Event	496	518	450	500	146	550	550
437 Sales Tax	-	-	-	-	-	-	-
430 Misc.	-	491	-	-	-	-	-
440 Meeting Expenses	254	191	300	250	136	200	200
Total Expenditures	4,329	3,616	3,250	3,550	2,731	3,450	
Fund Balance Gain/Loss	(686)	1,258	1,580	(500)	654	(600)	
39200 Transfers In	-	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	2,800	4,058	5,638	5,138	6,292	4,538	

Communications Fund 202

DEPT. 49500	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE	36,667	43,724	37,284	33,712	33,712	24,543
REVENUES:						
36253 Franchise Fees	21,278	21,632	20,576	20,000	10,100	20,000
36250 Refunds & Reimbursements	262	262	-	-	-	-
36211 Investment Interest	1,153	942	366	500	287	300
33600 Grants	-	-	-	-	-	-
Total Revenues	22,431	22,837	20,942	20,500	10,387	20,300
EXPENDITURES:						
101 Reg. Full Time Employees	6,230	6,307	10,678	15,360	8,340	16,046
121 PERA Contributions	473	426	752	1,114	596	1,163
122 FICA Contributions	593	510	869	1,175	682	1,228
131 Group Insurance	618	576	1,191	2,100	1,037	2,250
151 Workers Comp	-	27	86	120	124	128
Personnel costs	7,913	7,846	13,576	19,869	10,779	20,815
201 General Supplies	-	5	85	100	37	-
202 Permanent Supplies	-	-	-	-	-	-
307 Web Hosting	444	444	444	600	500	600
327 Other Service	1,993	3,501	2,837	2,800	1,419	3,000
329 Cable Franchise Fee	5,023	5,069	5,214	5,300	4,888	5,300
530 Furniture and Equipment	-	12,411	2,358	1,000	-	1,000
Operating Costs	7,460	21,430	10,938	9,800	6,844	9,900
Total Expenditures	15,374	29,277	24,514	29,669	17,623	30,715
Fund Balance Gain/Loss	7,057	(6,440)	(3,572)	(9,169)	(7,236)	(10,415)
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	43,724	37,284	33,712	24,543	26,476	14,128

Recycling Fund 203

DEPT. 50000	2008	2009	2010	2011	2011	As of Oct. 31	Proposed
	Actual	Actual	Actual	Adopted	Adopted	2011	2012
BEGINNING BALANCE	60,029	78,000	87,889	98,106	98,106	98,106	104,831
REVENUES:							
36100 Recycling Fee	34,698	35,215	35,113	35,000	35,000	18,365	35,000
36102 Penalties & Interest	71	62	35	-	-	33	-
33622 SCORE Grant	4,758	4,866	4,926	5,000	5,000	4,750	5,000
36211 Investment Interest	1,811	1,824	987	1,000	1,000	954	800
36255 Other	24	-	-	-	-	12	-
Total Revenues	41,362	41,967	41,061	41,000	41,000	24,114	40,800
EXPENDITURES:							
101 Reg. FT Employees	3,545	2,949	5,687	5,606	5,606	4,635	5,774
121 PERA Contributions	283	201	400	406	406	336	419
122 FICA Contributions	356	244	478	429	429	397	442
131 Group Insurance	362	256	625	840	840	625	900
151 Workers Comp	-	8	42	44	44	49	46
Personnel costs	4,546	3,658	7,232	7,325	7,325	6,042	7,581
202 Permanent Supplies	-	-	95	100	100	-	-
327 Other Service	339	339	332	350	350	332	350
389 Recycling Contract	18,506	28,082	23,185	26,500	26,500	13,018	26,500
Operating Costs	18,845	28,421	23,611	26,950	26,950	13,350	26,850
Total Expenditures	23,391	32,079	30,843	34,275	34,275	19,392	34,431
Fund Balance Gain/Loss	17,971	9,889	10,218	6,725	6,725	4,722	6,369
39200 Transfers In	-	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	78,000	87,889	98,106	104,831	104,831	102,828	111,200

2003 Improvements Debt Service Fund 304

DEPT. 47400	2008	2009	2010	2011	As of Oct. 31	Proposed
BEGINNING BALANCE	478,218	424,444	367,236	404,217	404,217	335,512
REVENUES:						
Penalties & interest	12,852	10,458	4,535	9,000	3,528	6,907
Investment Interest	12,784	8,690	4,484	4,000	3,178	3,000
Special Assessments	39,197	39,995	41,906	34,500	16,667	34,000
Total Revenues	64,834	59,143	50,924	47,500	23,372	43,907
EXPENDITURES:						
Bond Principal	95,000	95,000	95,000	100,000	100,000	100,000
Bond Interest	22,961	20,705	18,211	15,405	15,405	12,330
File Maintenance Charges	647	645	733	800	1,024	800
Total Expenditures	118,608	116,350	113,944	116,205	116,429	113,130
Fund Balance Gain/Loss	(53,775)	(57,207)	(63,019)	(68,705)	(93,057)	(69,223)
Transfers In	-	-	100,000	-	-	-
Transfers Out	-	-	-	-	-	-
Ending Fund Balance	424,444	367,236	404,217	335,512	311,160	266,289

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Street Improvement Fund 401

DEPT. 48401	2008	2009	2010	2011	2011	As of Oct. 31	2012
BEGINNING BALANCE	Actual	Actual	Actual	Adopted	Adopted	460,068	466,068
REVENUES:							
Investment Interest	14,243	10,232	5,326	6,000	6,000	4,610	4,500
Miscellaneous Revenue	517	99	95	-	-	-	-
Penalties & Interest	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	377	-
Total Revenue	14,760	10,331	5,421	6,000	6,000	4,987	4,500
EXPENDITURES:							
Street Repair	49,712	4,320	-	-	-	-	-
Street Reconstruction	-	-	-	-	-	-	-
Streetscaping	-	-	-	-	-	-	-
Engineering	19,502	7,869	-	-	-	-	-
Trees	-	-	-	-	-	-	-
Total Expenditures	69,213	12,189	-	-	-	-	-
Fund Balance Gain/Loss	(54,454)	(1,858)	5,421	6,000	6,000	4,987	4,500
Transfers In	-	-	56,297	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	400,208	398,350	460,068	466,068	466,068	465,055	470,568

General Capital Improvement Fund 402

DEPT. 48000	2008	2009	2010	2011	As of Oct. 31	2011	2012
	Actual	Actual	Actual	Adopted	Proposed		
BEGINNING BALANCE	168,981	83,301	85,485	86,628	57,128	57,128	43,128
REVENUES:							
Investment Interest	4,320	2,184	1,143	1,500	794	1,000	
Depreciation	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
Total Revenue	4,320	2,184	1,143	1,500	794	1,000	
EXPENDITURES:							
Land	-	-	-	-	-	-	
Buildings	-	-	-	1,000	-	-	
City Garage	-	-	-	-	-	-	
Warning House	-	-	-	-	-	-	
Furniture & Equipment	-	-	-	-	-	-	
Office Equipment	-	-	-	-	-	-	
Copier	-	-	-	-	-	-	
HVAC	-	-	-	-	-	-	
Computers	-	-	-	-	-	-	
Machinery & Equipment	-	-	-	-	-	-	
Tractor	-	-	-	30,000	29,714	-	
Other Improvements	-	-	-	-	-	-	
Vehicle	-	-	-	-	-	-	
Truck	-	-	-	-	-	-	35,000
Total Expenditures	-	-	-	31,000	29,714	35,000	
Fund Balance Gain/Loss	4,320	2,184	1,143	(29,500)	(28,920)	(34,000)	
Transfers In	-	-	-	-	-	-	20,000
Transfers Out	90,000	-	-	-	-	-	-
Ending Fund Balance	83,301	85,485	86,628	57,128	57,709	43,128	

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Storm Sewer Improvement Fund 403

DEPT. 48403	2008	2009	2010	2011	As of Oct. 31	2011	2012
BEGINNING BALANCE	Actual	Actual	Actual	Adopted	As of Oct. 31	Adopted	Proposed
	197,249	170,981	175,454	177,800	177,800	177,800	180,800
REVENUES:							
Storm Sewer Fee	-	-	-	-	-	-	-
Investment Interest	6,048	4,473	2,346	3,000	1,877	3,000	1,800
Other	-	-	-	-	-	-	-
Total Revenues	6,048	4,473	2,346	3,000	1,877	3,000	1,800
EXPENDITURES:							
Reg. FT Employees	-	-	-	-	-	-	-
On-Call Pay	-	-	-	-	-	-	-
PERA Contributions	-	-	-	-	-	-	-
FICA Contributions	-	-	-	-	-	-	-
Group Insurance	-	-	-	-	-	-	-
Workers Compensation	-	-	-	-	-	-	-
Personnel Costs	-	-	-	-	-	-	-
Engineering	11,816	-	-	-	-	-	-
Other Services	-	-	-	-	-	-	-
Misc	500	-	-	-	-	-	-
Contingency Funds	-	-	-	-	-	-	-
Storm System Repairs	-	-	-	-	-	-	-
Operating Costs	12,316	-	-	-	-	-	-
Total Expenditures	12,316	-	-	-	-	-	-
Fund Balance Gain/Loss	(6,268)	4,473	2,346	3,000	1,877	3,000	1,800
Transfers In	-	-	-	-	-	-	-
Transfers Out	20,000	-	-	-	-	-	-
Ending Fund Balance	170,981	175,454	177,800	180,800	179,677	180,800	182,600

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Park Improvement Fund 404

DEPT. 48404	2008	2009	2010	2011	As of Oct. 31	2011	2012
BEGINNING BALANCE	123,844	151,458	148,669	187,295	187,295	145,295	126,495
REVENUES:							
33130 Grants	-	-	60,000	-	-	-	-
36230 Donations	-	-	-	-	-	-	-
36211 Investment Interest	4,065	3,946	2,273	2,000	1,510	1,200	1,200
Total Revenues	4,065	3,946	62,273	2,000	11,260	1,200	1,200
EXPENDITURES:							
304 Engineering	17,718	382	-	-	-	-	-
510 Land	-	-	-	-	-	-	-
524 Picnic Shelter	-	-	-	-	-	-	-
525 Playground	-	-	79,945	34,000	(1,500)	-	-
526 Park Path	-	-	-	-	-	-	-
527 Gen. Park Improvements	63,392	6,353	-	10,000	-	20,000	-
528 Court Improvements	-	-	-	-	-	-	-
Total Expenditures	81,110	6,735	79,945	44,000	(1,500)	20,000	20,000
Fund Balance Gain/Loss	(77,046)	(2,789)	(17,672)	(42,000)	12,760	(18,800)	(18,800)
39200 Transfers In	104,660	-	56,297	-	-	-	-
710 Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	151,458	148,669	187,295	145,295	200,055	126,495	126,495

TIF Project Fund 405

DEPT. 48500	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE	468,208	629,840	533,815	211,694	211,694	349,694
REVENUES:						
36211 Investment Interest	17,471	15,800	5,074	4,000	2,164	2,000
31050 Tax Increment	137,953	141,815	167,422	135,000	84,219	161,000
31051 Delinquent Tax Increment	1,959	1,879	1,781	-	1,815	-
33406 TIF Mkt Value Homestead Crdt	4,987	5,558	5,812	-	-	-
Total Revenues	162,370	165,052	180,089	139,000	88,198	163,000
EXPENDITURES:						
101 FT Employees	-	-	-	-	-	-
121 PERA Contribution	-	-	-	-	-	-
122 FICA Contribution	-	-	-	-	-	-
131 Group Insurance	-	-	-	-	-	-
133 Life Insurance	-	-	-	-	-	-
Total Personnel Costs	-	-	-	-	-	-
304 Engineering	-	-	-	-	-	-
305 Legal Fees	-	-	-	-	-	-
327 Other Services	738	747	2,210	1,000	310	1,000
325 Other Imp. (Lapporteur)	-	-	-	-	-	-
General Operating Costs	738	747	2,210	1,000	310	1,000
Total Expenditures	738	747	2,210	1,000	310	1,000
Fund Balance Gain/Loss	161,632	164,305	177,878	138,000	87,888	162,000
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	260,329	500,000	-	68,381	-
Ending Fund Balance	629,840	533,815	211,694	349,694	231,201	511,694

Sewer Improvement Fund 407

DEPT. 48407	2008	2009	2010	2011	As of Oct. 31	2011	2012
BEGINNING BALANCE	330,380	341,657	423,285	428,944	428,944	434,444	434,444
REVENUES:							
Investment Interest	11,277	9,128	5,660	5,500	4,528	4,000	
Special Assessments	-	-	-	-	-	-	-
Sewer Connections	-	72,500	-	-	-	-	-
Total Revenues	11,277	81,628	5,660	5,500	4,528	4,000	
EXPENDITURES:							
Engineering	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Fund Balance Gain/Loss	11,277	81,628	5,660	5,500	4,528	4,000	
Transfers In	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	341,657	423,285	428,944	434,444	433,472	438,444	

36211 Investment Interest 11,277
 36100 Special Assessments -
 37240 Sewer Connections 72,500

304 Engineering -
 544 Other -

39200 Transfers In -
 710 Transfers Out -

Sanitary Sewer Enterprise Fund 601

DEPT. 49000	2008	2009	2010	2011	As of Oct. 31	2011	2012	Proposed
BEGINNING BALANCE	201,790	218,207	224,352	233,066	233,066	234,437		
REVENUES:								
Sewer Charges	224,682	226,671	240,056	242,000	242,000	213,086	242,000	242,000
Investment Interest	4,422	4,369	2,534	3,000	3,000	2,580	2,300	2,300
Refunds/Reimbursements	-	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Sewer Connections	-	3,675	-	-	-	-	-	-
Sale of Assets	-	-	-	-	-	-	-	-
Total Revenues	229,104	234,715	242,590	245,000	245,000	215,666	244,300	244,300
EXPENDITURES:								
Reg. FT Employees	17,451	22,169	22,825	26,676	26,676	14,119	27,742	27,742
On-Call Pay	11,822	13,193	10,884	12,000	12,000	8,708	12,000	12,000
PERA Contributions	1,981	2,286	2,409	2,804	2,804	2,023	2,881	2,881
FICA Contributions	2,469	2,683	2,724	2,959	2,959	2,230	3,040	3,040
Group Insurance	2,536	3,577	3,946	3,906	3,906	3,563	4,185	4,185
Worker's Comp.	858	1,932	1,798	934	934	921	2,764	2,764
Personnel Costs	37,117	45,840	44,586	49,279	49,279	31,564	52,612	52,612
General Supplies	-	-	-	-	-	-	-	-
Motor Fuels	394	369	536	500	500	568	700	700
Tools & Equipment	289	-	-	300	300	285	300	300
Misc. Repairs/Maint/Supply	-	-	244	400	400	-	400	400
Auditing	1,350	1,613	1,610	1,700	1,700	1,697	1,700	1,700
Engineering	2,997	3,211	481	3,000	3,000	-	3,000	3,000
Training/Conferences	560	300	-	600	600	300	500	500
Sewer Jetting	1,444	-	1,050	1,500	1,500	-	1,500	1,500
Sewer Televising	11,018	-	2,083	1,000	1,000	1,470	1,500	1,500
Other Services	6,040	11,408	13,312	5,000	5,000	5,076	7,000	7,000
Travel Expenses	-	119	-	200	200	-	100	100
General Liability	1,520	1,539	1,666	1,700	1,700	1,736	1,800	1,800
Water	66	69	63	100	100	31	100	100
Met Council Sewer Charges	115,587	128,590	132,610	138,000	138,000	123,394	120,000	120,000
Telephones/Pagers	228	263	244	250	250	198	300	300
City Truck Repair/Maint.	-	333	160	100	100	99	100	100
Clothing	786	933	942	1,000	1,000	558	1,000	1,000
Misc.	-	23	-	-	-	-	-	-
Contingency Funds	-	-	-	-	-	-	-	-
Depreciation	33,291	33,959	34,291	34,000	34,000	-	34,000	34,000
Machinery & Equipment	-	-	-	-	-	-	-	-
System Repairs (I/I)	-	-	-	5,000	5,000	-	-	-
Operating Costs	175,570	182,730	189,290	194,350	194,350	135,412	174,000	174,000
Total Expenses	212,687	228,570	233,876	243,629	243,629	166,976	226,612	226,612
Fund Balance Gain/Loss	16,417	6,145	8,714	1,371	1,371	48,690	17,688	17,688
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Ending Fund Balance	218,207	224,352	233,066	234,437	234,437	281,755	252,125	252,125

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Storm Sewer Enterprise Fund 602

DEPT. 49100	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE	(9,196)	23,572	29,421	34,434	19,134	19,134
REVENUES:						
Storm Sewer Fee	48,763	48,351	53,621	50,000	46,911	55,000
Investment Interest	429	791	471	700	465	500
Other	-	-	-	-	-	-
Total Revenues	49,192	49,142	54,092	50,700	47,376	55,500
EXPENDITURES:						
Reg. FT Employees	16,112	19,898	23,459	30,369	14,119	31,835
On-Call Pay	3,792	2,768	4,186	5,000	3,349	5,000
PERA Contributions	1,318	1,431	1,941	2,564	1,635	2,671
FICA Contributions	1,644	1,693	2,203	2,706	1,809	2,818
Group Insurance	1,737	2,220	3,203	4,284	2,897	4,590
Workers Compensation	858	1,045	1,157	777	767	2,244
Personnel Costs	25,461	29,054	36,149	45,700	24,576	49,158
General Supplies	-	-	-	-	-	-
Motor Fuels	394	340	536	500	568	700
Tools & Equipment	51	-	-	100	50	-
Misc. Repairs/Maint/Supply	-	26	-	-	-	-
Auditing	1,350	1,613	1,610	1,700	1,697	1,700
Engineering	-	7,281	-	9,000	645	9,000
Training/Conferences	-	-	70	500	-	100
Street Sweeping	-	-	-	-	-	-
Other Services	5,759	1,454	6,127	3,000	896	2,500
Public Information Notice	80	80	84	100	41	100
General Liability	1,520	1,539	1,666	1,700	1,736	1,700
Telephones/Pagers	228	263	244	300	198	300
City Truck Repair/Maint.	-	333	160	1,000	99	500
Clothing	786	933	942	900	558	1,000
Dues & Subscriptions (Permits)	875	375	875	500	500	1,000
Misc. (Public Education)	-	-	617	1,000	-	1,000
Contingency Funds	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Storm System Repairs	-	-	-	-	-	-
Operating Costs	10,963	14,238	12,930	20,300	6,988	19,600
Total Expenditures	36,424	43,293	49,080	66,000	31,564	68,758
Fund Balance Gain/Loss	12,768	5,849	5,013	(15,300)	15,812	(13,258)
Transfers In	20,000	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Ending Fund Balance	23,572	29,421	34,434	19,134	50,247	5,876

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LAUDERDALE COUNCIL

ACTION REQUESTED	Consent Special Public Hearing Report Discussion Action Resolution Work session
MEETING DATE	December 13, 2011
ITEM NUMBER	2012 Storm Sewer Rates & Resolution
STAFF INITIAL	Jim
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 and 12.5% to \$9.28 for 2011. 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 2012. I have included a spreadsheet analysis for how various percentages would affect the funds for 2012-2014. Other enclosures:
 • Storm Water Enterprise Fund 602 Proposed 2012 Budget
 • Storm Water Improvement Fund 403 Proposed 2012 Budget
 • Resolution No. 121311C

OPTIONS:

- 1) Increase storm sewer rates 12.5% for 2012 (staff recommendation).
- 2) Increase storm sewer rates a different percentage for 2012.
- 3) Leave storm sewer rates unchanged.

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 121311C establishing 2012 storm sewer rates, sanitary sewer rates, and recycling rates.

COUNCIL ACTION:

Storm Sewer Enterprise Fund 602

DEPT. 49100	2008	2009	2010	2011	2011	As of Sept. 30	2012
	Actual	Actual	Actual	Adopted	Adopted	Proposed	
BEGINNING BALANCE	(9,196)	23,572	29,421	34,434	34,434	19,134	19,134
REVENUES:							
Storm Sewer Fee	48,763	48,351	53,621	50,000	44,549	55,000	55,000
Investment Interest	429	791	471	700	364	500	500
Other	-	-	-	-	-	-	-
Total Revenues	49,192	49,142	54,092	50,700	44,913	55,500	55,500
EXPENDITURES:							
Reg. FT Employees	16,112	19,898	23,459	30,369	12,334	31,350	31,350
On-Call Pay	3,792	2,768	4,186	5,000	3,045	5,000	5,000
PERA Contributions	1,318	1,431	1,941	2,564	1,483	2,635	2,635
FICA Contributions	1,644	1,693	2,203	2,706	1,641	2,781	2,781
Group Insurance	1,737	2,220	3,203	4,284	2,604	4,590	4,590
Workers Compensation	858	1,045	1,157	777	645	2,224	2,224
Personnel Costs	25,461	29,054	36,149	45,700	21,752	48,580	48,580
General Supplies	-	-	-	-	-	-	-
Motor Fuels	394	340	536	500	518	700	700
Tools & Equipment	51	-	-	100	50	-	-
Misc. Repairs/Maint/Supply	26	-	-	-	-	-	-
Auditing	1,350	1,613	1,610	1,700	1,578	1,700	1,700
Engineering	-	7,281	-	9,000	645	9,000	9,000
Training/Conferences	-	-	70	500	-	100	100
Street Sweeping	-	-	-	-	-	-	-
Other Services	5,759	1,454	6,127	3,000	879	2,500	2,500
Public Information Notice	80	84	100	100	41	100	100
General Liability	1,520	1,539	1,666	1,700	-	1,700	1,700
Telephones/Pagers	228	263	244	300	180	300	300
City Truck Repair/Maint.	-	333	160	1,000	99	500	500
Clothing	786	933	942	900	512	1,000	1,000
Dues & Subscriptions (Permits)	875	375	875	500	500	1,000	1,000
Misc. (Public Education)	-	-	617	1,000	-	1,000	1,000
Contingency Funds	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
Storm System Repairs	-	-	-	-	-	-	-
Operating Costs	10,963	14,238	12,930	20,300	5,001	19,600	19,600
Total Expenditures	36,424	43,293	49,080	66,000	26,754	68,180	68,180
Fund Balance Gain/Loss	12,768	5,849	5,013	(15,300)	18,159	(12,680)	(12,680)
Transfers In	20,000	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	23,572	29,421	34,434	19,134	52,594	6,454	6,454

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Storm Sewer Improvement Fund 403

DEPT. 48403	2008	2009	2010	2011	As of Sept. 30	2011	2012
BEGINNING BALANCE	197,249	170,981	175,454	177,800	177,800	180,800	182,600
REVENUES:							
Storm Sewer Fee	-	-	-	-	-	-	-
Investment Interest	6,048	4,473	2,346	-	-	-	-
Other	-	-	-	-	-	-	-
Total Revenues	6,048	4,473	2,346	3,000	3,000	1,515	1,800
EXPENDITURES:							
Reg. FT Employees	-	-	-	-	-	-	-
On-Call Pay	-	-	-	-	-	-	-
PERA Contributions	-	-	-	-	-	-	-
FICA Contributions	-	-	-	-	-	-	-
Group Insurance	-	-	-	-	-	-	-
Workers Compensation	-	-	-	-	-	-	-
Personnel Costs	-	-	-	-	-	-	-
Engineering	11,816	-	-	-	-	-	-
Other Services	-	-	-	-	-	-	-
Misc	500	-	-	-	-	-	-
Contingency Funds	-	-	-	-	-	-	-
Storm System Repairs	-	-	-	-	-	-	-
Operating Costs	12,316	-	-	-	-	-	-
Total Expenditures	12,316	-	-	-	-	-	-
Fund Balance Gain/Loss	(6,268)	4,473	2,346	3,000	3,000	1,515	1,800
Transfers In	-	-	-	-	-	-	-
Transfers Out	20,000	-	-	-	-	-	-
Ending Fund Balance	170,981	175,454	177,800	180,800	179,315	182,600	182,600

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LAUDERDALE COUNCIL

ACTION REQUESTED

- Consent _____
- Special _____
- Public Hearing _____
- Report _____
- Discussion _____
- Action _____
- Resolution _____
- Work session _____

MEETING DATE December 13, 2011

ITEM NUMBER 2012 Sanitary Sewer Rates

& Resolution

STAFF INITIAL Jim

APPROVED BY ADMINISTRATOR _____

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. A rate increase of 7.5 % was implemented for 2010 & 2011. These were the first rate increases since 2003.

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. Also, wastewater processing fees from the Met Council are expected to decrease. Thus, rates do not need to be increased for 2012.

I have included a spreadsheet analysis for how various increases would affect the funds for 2012-2014. Other enclosures:
 • Sanitary Sewer Enterprise Fund 601 Proposed 2012 Budget
 • Sanitary Sewer Improvement Fund 407 Proposed 2012 Budget
 • Resolution No. 121311C

OPTIONS:

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

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 121311C establishing 2012 storm sewer rates, sanitary sewer rates, and recycling rates.

COUNCIL ACTION:

Sanitary Sewer Enterprise Fund 601

DEPT. 49000	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
BEGINNING BALANCE	201,790	218,207	224,352	233,066	233,066	234,437
REVENUES:						
37210 Sewer Charges	224,682	226,671	240,056	242,000	200,407	242,000
36211 Investment Interest	4,422	4,369	2,534	3,000	2,013	2,300
36250 Refunds/Reimbursements	-	-	-	-	-	-
37230 Penalties	-	-	-	-	-	-
36255 Miscellaneous	-	-	-	-	-	-
37240 Sewer Connections	-	3,675	-	-	-	-
39101 Sale of Assets	-	-	-	-	-	-
Total Revenues	229,104	234,715	242,590	245,000	202,420	244,300
EXPENDITURES:						
101 Reg. FT Employees	17,451	22,169	22,825	26,676	12,333	27,379
102 On-Call Pay	11,822	13,193	10,884	12,000	7,918	12,000
121 PERA Contributions	1,981	2,286	2,409	2,804	1,836	2,855
122 FICA Contributions	2,469	2,683	2,724	2,959	2,024	3,013
131 Group Insurance	2,536	3,577	3,946	3,906	3,211	4,185
151 Worker's Comp.	858	1,932	1,798	934	775	2,746
201 General Supplies	-	-	-	-	-	-
212 Motor Fuels	394	369	536	500	518	700
227 Tools & Equipment	289	-	-	300	285	300
228 Misc. Repairs/Maint/Supply	-	-	244	400	-	400
301 Auditing	1,350	1,613	1,610	1,700	1,578	1,700
304 Engineering	2,997	3,211	481	3,000	-	3,000
308 Training/Conferences	560	300	-	600	300	500
315 Sewer Jetting	1,444	-	1,050	1,500	-	1,500
316 Sewer Televising	11,018	-	2,083	1,000	1,470	1,000
327 Other Services	6,040	11,408	13,312	5,000	4,981	7,000
331 Travel Expenses	-	119	-	200	-	100
361 General Liability	1,520	1,539	1,666	1,700	-	1,700
382 Water	66	69	63	100	31	100
387 Met Council Sewer Charges	115,587	128,590	132,610	138,000	112,176	120,000
391 Telephones/Pagers	228	263	244	250	180	300
402 City Truck Repair/Maint.	-	333	160	100	99	100
425 Clothing	786	933	942	1,000	512	1,000
442 Misc.	-	23	-	-	-	-
444 Contingency Funds	-	-	-	-	-	-
501 Depreciation	33,291	33,959	34,291	34,000	-	34,000
540 Machinery & Equipment	-	-	-	-	-	-
554 System Repairs (I/I)	-	-	-	5,000	-	-
Operating Costs	175,570	182,730	189,290	194,350	122,130	173,400
Total Expenses	212,687	228,570	233,876	243,629	150,227	225,578
Fund Balance Gain/Loss	16,417	6,145	8,714	1,371	52,193	18,722
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Ending Fund Balance	218,207	224,352	233,066	234,437	285,259	253,159

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Sewer Improvement Fund 407

DEPT. 48407	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
BEGINNING BALANCE	330,380	341,657	423,285	428,944	428,944	434,444
REVENUES:						
Investment Interest	11,277	9,128	5,660	5,500	3,656	4,000
Special Assessments	-	-	-	-	-	-
Sewer Connections	-	72,500	-	-	-	-
Total Revenues	11,277	81,628	5,660	5,500	3,656	4,000
EXPENDITURES:						
Engineering	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-
Fund Balance Gain/Loss	11,277	81,628	5,660	5,500	3,656	4,000
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Ending Fund Balance	341,657	423,285	428,944	434,444	432,600	438,444

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LAUDERDALE COUNCIL

ACTION REQUESTED	Consent Special Public Hearing Report Discussion Action Resolution Work session
MEETING DATE	December 13, 2011
ITEM NUMBER	2012 Recycling Rates & Resolution
STAFF INITIAL	Jim
APPROVED BY ADMINISTRATOR	_____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

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

The contractor is charging the City \$2.40 per household per month for 2009-2011. For 2012 & 2013, the amount the city is charged by the contractor will increase up to 3% each year per the contract agreement.

Monthly charges from the contractor are currently \$2,760. 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 2011, the city has received an average of \$1,276 per month in revenue sharing. Thus, the Recycling Fund remains flush, with no need to increase recycling rates for 2012.

I have included a spreadsheet analysis for how a 0% increase would affect the fund for 2012-2014. Other enclosures:
 • Recycling Fund 203 Proposed 2012 Budget
 • Resolution No. 121311C

OPTIONS:

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

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 121311C establishing 2012 storm sewer rates, sanitary sewer rates, and recycling rates.

COUNCIL ACTION:

Recycling Cash Flow Analysis (Fund 203)

Line		2010 Actual	2011 Projected	2012	2013	2014
				0% Increase	0% Increase	0% Increase
2	Residential Rate Per Household Per Month	\$2.45	\$2.45	\$2.45	\$2.45	\$2.45
3						
4						
5						
6	Beginning Fund Balance	\$87,889	\$98,106	\$114,812	\$121,246	\$126,649
7						
8	Revenue Generated/Yr	\$35,148	\$36,775	\$35,000	\$35,000	\$35,000
9	Plus Investment Income	\$987	\$855	\$800	\$800	\$800
10	SCORE Grant	\$4,926	\$4,750	\$5,000	\$5,000	\$5,000
11	Total Revenues	\$41,061	\$42,380	\$40,800	\$40,800	\$40,800
12						
13	Total Expenditures	\$30,843	\$25,674	\$34,366	\$35,397	\$36,459
14	Fund Balance Gain/Loss	\$10,218	\$16,706	\$6,434	\$5,403	\$4,341
15						
16	Ending Fund Balance Before Transfers	\$98,106	\$114,812	\$121,246	\$126,649	\$130,990
17						
18	Transfer In	\$0	\$0	\$0	\$0	\$0
19	55% of Next Year's Operating Expenditures	\$14,121	\$18,901	\$19,468	\$20,052	\$20,453
20	Transfer Out	\$0	\$0	\$0	\$0	\$0
21	Amount in Excess of 55% After Transfers Out	\$83,985	\$95,911	\$101,778	\$106,597	\$110,537
22						
23						
24						
25	Note: 2013 & 2014 Total Expenditures based on a 3% annual increase over the 2012 draft budget.					
26						

Recycling Fund 203

DEPT. 50000	2008	2009	2010	2011	2011	As of Sept. 30	2012
	Actual	Actual	Actual	Adopted	Adopted	Proposed	
BEGINNING BALANCE	60,029	78,000	87,889	98,106	87,889	104,831	
REVENUES:							
36100 Recycling Fee	34,698	35,215	35,113	35,000	18,365	35,000	
36102 Penalties & Interest	71	62	35	-	33	-	
33622 SCORE Grant	4,758	4,866	4,926	5,000	4,750	5,000	
36211 Investment Interest	1,811	1,824	987	1,000	684	800	
36255 Other	24	-	-	-	12	-	
Total Revenues	41,362	41,967	41,061	41,000	23,844	40,800	
EXPENDITURES:							
101 Reg. FT Employees	3,545	2,949	5,687	5,606	4,204	5,718	
121 PERA Contributions	283	201	400	406	305	415	
122 FICA Contributions	356	244	478	429	359	437	
131 Group Insurance	362	256	625	840	562	900	
151 Workers Comp	-	8	42	44	36	46	
Personnel costs	4,546	3,658	7,232	7,325	5,466	7,516	
202 Permanent Supplies	-	-	95	100	-	-	
327 Other Service	339	339	332	350	-	350	
389 Recycling Contract	18,506	28,082	23,185	26,500	11,517	26,500	
Operating Costs	18,845	28,421	23,611	26,950	11,517	26,850	
Total Expenditures	23,391	32,079	30,843	34,275	16,983	34,366	
Fund Balance Gain/Loss	17,971	9,889	10,218	6,725	6,861	6,434	
39200 Transfers In	-	-	-	-	-	-	
710 Transfers Out	-	-	-	-	-	-	
Ending Fund Balance	78,000	87,889	98,106	104,831	94,750	111,265	

RESOLUTION NO. 121311C

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

**A RESOLUTION ESTABLISHING 2012 STORM SEWER RATES,
SANITARY SEWER RATES, AND RECYCLING RATES**

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its storm sewer collection system, including costs for salaries and maintenance of the utility; and

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its sanitary sewer collection and disposal system, including Metropolitan Council Environmental Services wastewater treatment fees, as well as its own costs for salaries and maintenance of the utility; and

WHEREAS, the City of Lauderdale incurs expenses related to the operation of its residential recycling program, including costs for salaries and collection of materials; and

WHEREAS, storm sewer rates, sanitary sewer rates, and recycling rates are set annually by the Lauderdale City Council; and

WHEREAS, the City Code provides for the collection of storm sewer service charges, sanitary sewer service charges, and residential recycling collection;

NOW THEREFORE, BE IT RESOLVED that the Lauderdale City Council sets the following rates for 2012:

- 1) Storm Sewer: A flat rate of \$10.44 per quarter per REF (Residential Equivalency Factor)
- 2) Sanitary Sewer
 - A) Residential: A flat rate of \$48.54 per residential unit per quarter
 - B) Commercial: \$2.40 per unit of water consumption per month, with a minimum monthly charge of \$13
- 3) Recycling: A flat rate of \$2.45 per residential unit per month

Adopted by the City Council of the City of Lauderdale this 13th day of December, 2011.

Jeffrey Dains, Mayor

(ATTEST)

(SEAL)

Heather Butkowski, City Administrator

LAUDERDALE COUNCIL ACTION FORM

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

Meeting Date	December 13, 2011		
Item Number	Stantec	Staff Initial	_____
Approved by Administrator	_____		

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

As you already know, Bonestroo is now a part of Stantec. Stantec would obviously like to keep all of Bonestroo's clients. Stantec sent over the attached letter asking for permission to officially assign all of the existing Bonestroo contracts into Stantec contracts. The City currently has the zoning update project contract and a stormwater project contract along with consultative services for engineering and planning (liquor store).

At this point, staff is asking the Council whether they would like to consider finding another engineering firm or whether the Council would like to work with Stantec. In Tom Kellogg's absence, Paul Bilotta has been named our primary contact. Either way, the Council should make a motion to assign the contracts for now. If the Council would like to do a search for another engineering firm, that process can happen in 2012.

OPTIONS:

STAFF RECOMMENDATION:

Motion to assign all existing contracts in the name of Bonestroo to Stantec effective September 2, 2011.

COUNCIL ACTION:



Stantec

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

Bonestroo

November 14, 2011

City of Lauderdale
Heather Butkowski
1891 Walnut Street
Lauderdale, MN 55113-5137

Reference: Master Services Agreement

Dear Heather:

On September 2, 2011, Bonestroo, Inc. ("Bonestroo") joined Stantec Consulting Services Inc., ("Stantec") with the result that Bonestroo operations will be carried on through Stantec. Stantec will maintain Bonestroo's present office locations with no interruption in operations or client services. All future projects and operations will be under the Stantec name.

Stantec's vision includes working with the best clients on the best projects and providing the best services. Accordingly, please be assured that the continuity of your current project(s) will be unaffected by this new arrangement. The personnel currently working on your project(s) will not change and, except for the assignment requested herein, no other aspect will be affected.

In this regard, we request your approval to assign all existing contracts in the name of Bonestroo to Stantec. Kindly indicate your consent to the request for assignment by returning a duplicate copy of this letter, executed on behalf of the City of Lauderdale to Alicia Thompson.

Sincerely,

BONESTROO, INC.

Michael T. Rautmann
Principal

The undersigned hereby consents to the assignment of the Contract noted above to Stantec Consulting Services Inc. effective September 2, 2011.

City of Lauderdale

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	December 13, 2011	ITEM NUMBER	GASB 54	STAFF INITIAL	
APPROVED BY ADMINISTRATOR					

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Council once asked why we have to comply with GASB (Government Accounting Standards Board) mandates. Among the reasons are to keep the city's finances up to staff, keep a favorable credit rating, and be attractive at a bond sale.

There is another GASB standard the city must comply with before the end of the year (and the audit). Per the GASB website:

The objective of this Statement (GASB 54) is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

Abdo staff also prepared a memo for your review.

To meet the standard, the Council must adopt a new Fund Balance Policy and a resolution that defines how money in the special revenue funds (Community Events, Communications, and Recycling) can be spent.

OPTIONS:

Staff prepared the documents based on the way the City has generally operated and previous Council decisions regarding spending. If you see anything that should be changed, the documents can be amended during the meeting.

STAFF RECOMMENDATION:

Motion to adopt the updated Fund Budget Policy and resolution 121311D - A Resolution Committing Specific Revenue Sources and Confirming Restrictions for Specified Purposes in Special Revenue Funds.

COUNCIL ACTION:

TO: City Council

SUBJECT: Implementation of GASB Statement No. 54

Government Accounting Standards Board (GASB) Statement No. 54

Fund Balance Reporting and Governmental Fund Type Definitions

The objective of GASB Statement No. 54 (GASB 54) is to enhance the usefulness of fund balance information and provide clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. The statement will be effective for fiscal year ending December 31, 2011. Fund balance reclassifications made to conform to the provisions of this Statement should be applied retroactively by restating fund balance for all prior periods presented. GASB 54 does not affect the government-wide or proprietary funds statement presentations, nor does it change the amount of total fund balance on any fund statements.

Because of the new fund balance classifications and revised fund type definitions it is recommended to adopt a fund balance policy and necessary resolutions prior to 12/31/2011.

Fund Balance Classifications

The following are the new fund balance classifications based on the level of constraint on those resources under GASB Statement No. 54:

- Nonspendable fund balance (i.e. prepaid items and inventory)
- Restricted fund balance (i.e. 3rd party restrictions)
- Committed fund balance (i.e. Council resolution)
- Assigned fund balance (i.e. management discretion with Council delegating authority)
- Unassigned fund balance

As a result of the differing circumstances among organizations, not every organization will report all of these components.

Fund Definitions

The significant fund type definition changes relate to special revenue and capital project funds.

Special Revenue Funds

This fund definition was revised due to the diversity in the reporting of special revenue funds because of confusion over several provisions in the previous definition. The revised definition states that special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital outlay. The term *proceeds of specific revenue sources* establishes that one or more restricted or committed revenues should be the foundation of a special revenue fund.

Capital Project Funds

This fund definition was revised to focus on a broader, more consistently understood notion of capital outlays. The previous definition described the acquisition or construction of major capital facilities; whereas, the new definition details that the term *capital outlays* allows for the inclusion of expenditures for items that are capital in nature but may not qualify as financial reporting as capital assets under a government's capitalization policy.

CITY OF LAUDERDALE, MINNESOTA

FUND BALANCE POLICY

I. PURPOSE

The purpose of this policy is to establish specific guidelines the City of Lauderdale will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

The purpose of this policy is to also establish specific guidelines the City of Lauderdale will use to classify fund balances into a categories based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in these funds can be spent.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES

1. Nonspendable

- This category includes fund balance that cannot be spent because it is either (i) not in spendable form or (ii) is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

2. Restricted

- Fund balance should be reported as restricted when constraints placed on those resources are either (i) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (ii) imposed by law through constitutional provisions or enabling legislation.

3. Committed

- Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- The City's highest level of decision making authority (City Council) will annually or as deemed necessary commit specific revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period, however, the amount to be subject to the constraint, may be determined in the subsequent period.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES - CONTINUED

- To remove the constraint on specified use of committed resources the City Council shall pass a resolution

4. Assigned

- Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
- The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the City Administrator.

5. Unassigned

Unassigned fund balance represents the residual classification for the General fund. Includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.

The City will maintain an unrestricted fund balance in the General fund of an amount not less than 45% of the next year's budgeted expenditures of the General fund. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

III. STABILIZATION ARRANGEMENTS

Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise.

The City will set aside amounts by resolution as deemed necessary that can only be expended when certain specific circumstances exist. The resolution will identify and describe the specific circumstances under which a need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely.

IV. MONITORING AND REPORTING

The City Administrator shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the development of the annual budget. When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1.) committed 2.) assigned and 3.) unassigned.

A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

Approved by the Lauderdale City Council on December 13, 2011.

Signed: _____

Lauderdale Mayor

Date: _____

RESOLUTION 121311D

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

**A RESOLUTION COMMITTING SPECIFIC REVENUE SOURCES AND CONFIRMING
RESTRICTIONS FOR SPECIFIED PURPOSES IN SPECIAL REVENUE FUNDS**

WHEREAS, the City Council of the City of Lauderdale, Minnesota, does hereby find as follows:

WHEREAS, the Governmental Accounting Standards Board's Statement number 54 defines special revenue funds as funds that are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects;

WHEREAS, the term *proceeds of specific revenue sources* establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund;

WHEREAS, the restricted or committed proceeds of specific revenue sources should be expected to continue to comprise a substantial portion of the inflows report in the fund;

WHEREAS, other resources, including investment earnings and transfers from other funds may also be reported in the fund if those resources are restricted, committed, or assigned to the specified purpose of the fund;

WHEREAS, investment earnings and transfers from other funds alone do not meet the definition of a specific revenue source;

WHEREAS, Council action is required before year end to formalize the commitment of proceeds of specific revenue sources to specified purposes.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Lauderdale, Minnesota, that the specific revenue sources of each special revenue fund and the specific purpose for which they are restricted or committed are as follows:

Committed

<u>Fund</u>	<u>Specific Revenue Sources</u>	<u>Purpose</u>
201 Community Events Fund	Donations	Community Events
202 Communications Fund	Cable Franchise Fees	Resident Communication; Cable Access Channel & Website
203 Recycling Fund	Fees for Service	Curbside Recycling Service

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, December 13, 2011, 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 December, 2011.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator