

1. ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVALS
 - a. Minutes of the November 9, 2010, City Council Meeting
 - b. Claims Totalling \$36,719.86
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL
5. CONSENT
 - a. 2011 Rental Housing Licenses
 - b. 2011 Business Licenses
 - c. October 2010 Finances
6. SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS
7. PUBLIC HEARINGS Public hearings are conducted so that the public affected by a proposal can have input into the decision.
8. REPORTS
 - a. Playground Equipment Update
 - b. Municipal Liquor – Meeting with Business Owners
9. DISCUSSION / ACTION
 - a. Livable Communities Housing Report & Action Plan
 - b. 2011 Budget and Levy Discussion
 - c. Budget Amendment Relating to TIF Funds: Resolution 112310A – A Resolution Amending the 2010 Adopted Budget
 - d. Acceptance of Community Event Donations
10. ITEMS REMOVED FROM THE CONSENT AGENDA
11. ADDITIONAL ITEMS
12. SET AGENDA FOR NEXT MEETING
 - a. 2011 Levy and Budget Public Hearing and Adoption
 - b. Presentation by Cor Wilson, Cable Commission
13. WORK SESSION
14. CLOSED SESSION
 - a. City Administrator Performance Evaluation
15. ADJOURN

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, NOVEMBER 23, 2010
LAUDERDALE CITY HALL, 1891 WALNUT STREET

FILE

November 9, 2010

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

Councillors present: Mary Gaasch, Denise Hawkinson, Roxanne Grove, Lara Mac Lean, and Mayor Jeff Dains. Councillors absent: none.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator. Also present was city consultant Paul Bilotta, Bonestroo.

Mayor Dains asked for changes to the meeting agenda. Mayor Dains added a follow up Halloewen report. **Councillor Mac Lean moved to approve the agenda as amended. Councillor Gaasch seconded the motion and it passed unanimously.**

Councillor Hawkinson moved to approve the October 26, 2010, City Council meeting minutes. Councillor Mac Lean seconded the motion and it passed unanimously.

Councillor Mac Lean moved approval of the claims totaling \$79,015.75. Councillor Grove seconded the motion and it passed unanimously.

Mayor Dains asked if anyone in attendance wished to address the Council. Harvey Skow, 1931 Carl Street, stated he did. He asked the Council to consider paying the property taxes on the easement area agreed to during the court case settlement.

Mayor Dains said he wanted legal advice because the issue had been litigated and settled.

Skow said he felt that an undocumented illicit conveyance was on his property and questioned the enforcement of the street excavation ordinance.

Mayor Dains asked if councillors wished to remove items from the consent agenda. There being no one, **Councillor Hawkinson moved the following consent agenda items: 2011 rental housing licenses, PCIC minutes, and Resolution 110910A – Score Grant Funding for the Recycling Program. Councillor Gaasch seconded the motion and it passed unanimously.**

Butkowski said the playground equipment had been successfully moved to the Ione/Walnut Park. Construction of the new equipment was set for the week of November 15.

Mayor Dains thanked all the volunteers that helped prepare for and carry out the Halloewen event. He said it was a great success.

Butkowski explained the League of Minnesota Cities Insurance Trust (LMCIT) was offering a financial incentive for cities that participate in an on-line land use training activity. All council members volunteered to participate.

Butkowski reviewed the preliminary agenda for the next meeting, which included a review of the 2011 budget and levy and the draft Livable Communities Housing Report.

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

The Mayor said the City Council has been evaluating the viability of a municipal liquor store as it is one of the few tools the City has to make up for LGA losses. This evening, Paul Bilotta, a retail development consultant from Bonestroo, was asked to lend his expertise. Bilotta presented information to the Council about area traffic counts, the population of the area during the day versus at night, the dollars spent locally on alcohol each year, and the make up of other liquor stores in the area. He said these preliminary numbers did not preclude the City from continuing to research further. Ultimately, market research will show the size of store needed for optimal profitability. With that information, the Council will be able to focus on sites that are viable within the City.

The Council talked with Bilotta further about sites that would best suit a municipal liquor store. He suggested meeting with area business owners to get their input. Staff noted this could be done in 2010 with market research tentatively planned for early in 2011.

There being no further business on the council agenda, Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 9:06 p.m.

Respectfully submitted,

Heather Butkowski
City Administrator

**CITY OF LAUDERDALE
CLAIMS FOR APPROVAL
November 23, 2010 City Council Meeting**

Payroll	11/12/10 Payroll: Direct Deposit #501057-501062	\$6,262.08
	11/12/10 Payroll: Checks #20482-20494	\$1,072.25
	11/12/10 Payroll: Payroll liabilities, e-payments # 499E-501E	\$5,979.04
Vendor Claims	11/23/10 Claims	\$23,406.49
	Check #'s 20495-20516	
SUBTOTAL		\$36,719.86

Total Claims for Approval \$36,719.86

CITY OF LAUDERDALE

Payments

Current Period: NOVEMBER 2010



Batch Name	111210pay	User Dollar Amt	Computer Dollar Amt	In Balance
Refer	1750	\$0.00		\$0.00
	NORTH STAR BANK, CHECKING S CK# 000499E 11/16/2010			
Cash Payment	G 101-21701 FEDERAL TAXES	11/12/10 payroll		\$864.00
Invoice				
Cash Payment	G 101-21703 FICA WITHHOLDING,	11/12/10 payroll		\$1,742.40
Invoice				
Transaction Date	11/16/2010			\$2,606.40
Refer	1751			
	ICMA RETIREMENT TRUST - 457 CK# 000500E 11/16/2010			
Cash Payment	G 101-21705 ICMA RETIREMENT	11/12/10 payroll		\$1,950.66
Invoice				
Transaction Date	11/16/2010			\$1,950.66
Refer	1752			
	PERA CK# 000501E 11/16/2010			
Cash Payment	G 101-21704 PERA	11/12/10 payroll		\$1,421.98
Invoice				
Transaction Date	11/16/2010			\$1,421.98

Total				
Transaction Date	11/16/2010			\$2,606.40
Refer	1751			
	NORTH STAR CHEC 10100			
Transaction Date	11/16/2010			\$1,950.66
Refer	1752			
	PERA CK# 000501E 11/16/2010			
Cash Payment	G 101-21704 PERA	11/12/10 payroll		\$1,421.98
Invoice				
Transaction Date	11/16/2010			\$1,421.98

Transaction Date	Invoice	Cash Payment	Refer	Total
11/16/2010				\$1,421.98
11/16/2010				\$1,950.66
11/16/2010				\$1,421.98
11/16/2010				\$1,950.66
11/16/2010				\$1,421.98
11/16/2010				\$1,950.66

Fund Summary

10100 NORTH STAR CHECKING \$5,979.04

\$5,979.04

\$5,979.04

Pre-Written Checks	\$5,979.04		\$5,979.04
Checks to be Generated by the Computer	\$0.00		\$0.00
Total		\$5,979.04	\$5,979.04

***Check Detail Register©**

CITY OF LAUDERDALE

NOVEMBER 2010

Check Amt Invoice Comment

E 101-41500-151	WORKERS' COMP PREMIUM	\$18.00	19168	8/9-8/10 wc final payment post audit
E 203-50000-151	WORKERS' COMP PREMIUM	\$4.00	19168	8/9-8/10 wc final payment post audit
E 601-49000-151	WORKERS' COMP PREMIUM	\$1,007.00	19168	8/9-8/10 wc final payment post audit
E 101-41100-151	WORKERS' COMP PREMIUM	\$31.00	19168	8/9-8/10 wc final payment post audit
Total LMCIT \$3,245.00				
Paid Chk# 020505	11/23/2010	MIKE MC PHILLIPS	\$2,764.00	37604
E 101-43000-314	STREET SWEEPING	\$2,764.00	37604	Fall '10 street sweeping
Total MIKE MC PHILLIPS \$2,764.00				
Paid Chk# 020506	11/23/2010	MINNESOTA PLAYGROUND, INC.	\$6,750.00	2010350
E 404-48404-525	PLAYGROUND (CDBG)	\$6,750.00	2010350	Remove and re-install of playground eq
Total MINNESOTA PLAYGROUND, INC. \$6,750.00				
Paid Chk# 020507	11/23/2010	MPCA	\$400.00	
E 602-49100-442	MISC	\$400.00		MS4 General Permit
Total MPCA \$400.00				
Paid Chk# 020508	11/23/2010	NORTH SUBURBAN ACCESS CORP	\$709.29	10-206
E 202-49500-327	OTHER SERV-SEWER/NPDES I	\$709.29	10-206	3q10 Webstreaming/programming
Total NORTH SUBURBAN ACCESS CORP \$709.29				
Paid Chk# 020509	11/23/2010	PUBLIC EMPLOYEES INS PROGRAM	\$1,950.52	
G 101-21706	HEALTH INSURANCE	\$1,950.52		12/10 Insurance benefits
Total PUBLIC EMPLOYEES INS PROGRAM \$1,950.52				
Paid Chk# 020510	11/23/2010	RAPIT PRINTING	\$201.95	93709
E 101-41200-201	GENERAL SUPPLIES	\$201.95	93709	1 box receipts/2 boxes city logo envelop
Total RAPIT PRINTING \$201.95				
Paid Chk# 020511	11/23/2010	SAM'S CLUB	\$19.54	
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$19.54		garbage bags
E 101-41200-201	GENERAL SUPPLIES	\$17.96		Coffee
E 201-45600-379	HALLOWEEN EVENT	\$519.51		Halloween expenses
Total SAM'S CLUB \$557.01				
Paid Chk# 020512	11/23/2010	SPRINT PCS	\$18.68	10/10 PW Cell phones
E 601-49000-391	TELEPHONE/PAGERS	\$18.68	10/10 PW Cell phones	
E 602-49100-391	TELEPHONE/PAGERS	\$18.68	10/10 PW Cell phones	
E 101-43000-391	TELEPHONE/PAGERS	\$37.37	445789719	10/10 PW Cell phones
Total SPRINT PCS \$74.73				
Paid Chk# 020513	11/23/2010	ST PAUL REGIONAL WATER SERVICE	\$35.22	3q10 Water service warming house
E 101-45200-382	WATER	\$35.22		
E 601-49000-382	WATER	\$20.79		3q10 Water service garage
E 101-43000-382	WATER	\$20.79		3q10 Water service city hall
Total ST PAUL REGIONAL WATER SERVICE \$76.80				
Paid Chk# 020514	11/23/2010	TIM AND TOMS SPEEDY MARKET		

CITY OF LAUDERDALE

*Check Detail Register®

NOVEMBER 2010

Check Amt Invoice Comment

E 101-41500-201 GENERAL SUPPLIES \$124.12 General election judge mealsd

Total TIM AND TOMS SPEEDY MARKET \$124.12

Paid Chk# 020515 11/23/2010 XCEL ENERGY, PARK & GARAGE

E 101-45200-383 GAS UTILITIES \$13.40 10/10 PW & WH gas

E 101-43000-381 ELECTRIC \$26.88 10/10 PW & WH electric

E 101-45200-381 ELECTRIC \$26.88 10/10 PW & WH electric

E 101-43000-383 GAS UTILITIES \$13.39 10/10 PW & WH gas

Total XCEL ENERGY, PARK & GARAGE \$80.55

Paid Chk# 020516 11/23/2010 XCEL ENERGY, STREET LIGHTING

E 101-43000-380 STREET LIGHT UTILITY \$485.01 10/10 Street lighting

Total XCEL ENERGY, STREET LIGHTING \$485.01

10100 NORTH STAR CHECKING \$23,406.49

Fund Summary

10100 NORTH STAR CHECKING \$10,938.77

201 COMMUNITY EVENTS \$519.51

202 COMMUNICATIONS \$723.29

203 RECYCLING \$1,996.03

404 PARK IMPROVEMENT \$6,750.00

601 SEWER UTILITIES \$1,093.84

602 STORM SEWER ENTERPRISE FUND \$1,385.05

\$23,406.49

LAUDERDALE COUNCIL ACTION FORM

MEETING DATE <u>November 23, 2010</u>	AGENDA NUMBER <u>5A Rental Housing Licenses</u>	DESCRIPTION <u>2011 Rental Housing Licenses</u>
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TYPE OF REQUEST	Consent <input checked="" type="checkbox"/>
Action <input type="checkbox"/>	Resolution <input type="checkbox"/>
Information <input type="checkbox"/>	Work session <input type="checkbox"/>

<p>Attached is the list of rental property owners that successfully completed the rental housing inspection process or renewed their license for 2011.</p>	<p style="text-align: center;">BACKGROUND OR PAST COUNCIL ACTION</p>
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<p style="text-align: center;">OPTIONS</p>	<p style="text-align: center;">STAFF RECOMMENDATION</p> <p style="text-align: right;">Approve rental housing licenses for 2011</p>
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<p style="text-align: center;">COUNCIL ACTION</p>	<p style="text-align: center;">MOTION BY _____</p> <p style="text-align: center;">STAFF ACTION _____</p> <p style="text-align: center;">SECOND _____</p>
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LAUDERDALE COUNCIL ACTION FORM

- ❖ Jeremy Carr 1898 Walnut Street
- ❖ Jim Stewart 1862 Eustis Street
- ❖ Mid-Continent Mgmt Corp 1622 Carl Street (Lauderdale Hallows)
- ❖ Mid-Continent Mgmt Corp 1618 Eustis Street (Lauderdale Hallows)
- ❖ Mid-Continent Mgmt Corp 1619 Eustis Street (Lauderdale Hallows)
- ❖ Mid-Continent Mgmt Corp 1626 Eustis Street (Lauderdale Hallows)
- ❖ Mid-Continent Mgmt Corp 1630 Eustis Street (Lauderdale Hallows)
- ❖ Michael Drake 1871 Walnut Street
- ❖ Bonnie Gear Troska 1813 Malvern Street
- ❖ Karen Stule 1724 Malvern Street
- ❖ Mark & Christine Oliver 1878 Walnut Street
- ❖ Bernadette Janisch 1638 Rosehill Circle
- ❖ Jeff & Tonya Hermes 1733 Eustis Street
- ❖ Jeff & Tonya Hermes 1737 Eustis Street
- ❖ Scott O'Brien 1857 Eustis Street
- ❖ Richard & Michelle Swanson 2375-77 Roselawn Ave
- ❖ John Ellingson 1847-49 Walnut Street
- ❖ Kathy Toner 2387 Larpentuer Ave.

LAUDERDALE COUNCIL ACTION FORM

<input checked="" type="checkbox"/>	Consent
<input type="checkbox"/>	Action
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Information
<input type="checkbox"/>	Work session

MEETING DATE	November 23, 2010
AGENDA NUMBER	5B 2011 Licenses
DESCRIPTION	2011 Business Licenses

BACKGROUND OR PAST COUNCIL ACTION
Attached is the list of business owners that successfully completed the business license application and meet all requirements.

OPTIONS

STAFF RECOMMENDATION
Approve business licenses for 2011

COUNCIL ACTION

STAFF ACTION

MOTION BY _____

SECOND _____

**LAUDERDALE
COUNCIL ACTION FORM**

- ❖ A-1 Walsh, Inc.
- ❖ Fireside Hearth & Home
- ❖ Corval Construction, Inc.
- ❖ Standard Heating & AC
- ❖ Tree License Contractor
- ❖ HVAC License Contractor
- ❖ HVAC License Contractor
- ❖ HVAC License Contractor

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____

Public Hearing _____

Discussion _____

Action _____

Resolution _____

Work Session _____

Meeting Date November 23, 2010

ITEM NUMBER October Finances

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Every month I provide the Council with an updated copy of the city's finances. The numbers for October are included in the information for the budget discussion.

OPTIONS:

STAFF RECOMMENDATION:

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

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____

Public Hearing _____

Discussion _____

Action _____

Resolution _____

Work Session _____

Meeting Date November 23, 2010

ITEM NUMBER Municipal Liquor Meeting

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the last meeting, the Council discussed meeting with Lauderdale business owners to gather their input on a municipal liquor store. The attached letter was sent Friday. Please let me know if you plan to attend the meeting.

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

City of Lauderdale
The Island in the Metro

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

November 19, 2010

Bolger Publications
Charles Bolger
3301 Como Ave. SE
Lauderdale, MN 55414

Dear Mr. Bolger,

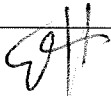
As I am sure you are aware, cities around the state are struggle with cuts in state aid. Since 2008, Lauderdale has lost \$254,415 in local government aid (approximately ten percent of anticipated aid each year). I am optimistic the decisions made during the upcoming legislative session will shed light on the future of local government aid. In the meantime, the City Council is exploring alternative ways to fund city services as 50% of the City's general fund budget is supported by state aid.

Over the last couple of months, the Council has been evaluating whether a municipal liquor store could off-set losses in state aid over the long run. The discussions are still very preliminary. The establishment of a liquor store would have an impact on Lauderdale's business community, which is why the Council would like your input. We hope you can join us on December 9 at 10:00 a.m. at City Hall. If you are unable to attend, please feel free to call me at 651.792.7657.

Sincerely,

Heather Butkowski
City Administrator

LAUDERDALE COUNCIL ACTION FORM

Meeting Date	November 23, 2010	ITEM NUMBER	Livable Communities
STAFF INITIAL		APPROVED BY ADMINISTRATOR	_____

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In 1995, the City elected to participate in the Local Housing Incentives Account Program which is part of the Livable Communities Act. The Livable Communities Programs are run by the Met Council. In order to continue to participate, the City Council adopted a resolution earlier this year and now must adopt a housing action plan.

The housing plan is little different than what was submitted with the Comprehensive Plan. At that time, the City committed to 35 units of affordable housing. Due to less resources, the number has been revised. To remain in the program, the City must commit to an affordable housing goal of 23 to 35 units and a range of 35 to 90 units for life cycle housing. As I reiterated to the Met Council through the Comp Plan process, the City is committed to these goals but they are only possible if land is redeveloped; the City does not plan to fill the role of developer.

OPTIONS:

Adopt or amend the Housing Action Plan. Unless there are major changes suggested, it can be adopted during the meeting. I will include council changes in the final version I send to the Met Council.

STAFF RECOMMENDATION:

A motion to adopt the 2011 - 2020 Livable Communities Housing Action Plan.

COUNCIL ACTION:

**METROPOLITAN LIVABLE COMMUNITIES ACT
2011 – 2020 HOUSING ACTION PLAN**

**CITY OF LAUDERDALE
1891 Walnut Street
Lauderdale, MN 55113
651.792.7650**

December 1, 2010

Lauderdale's Housing Stock

As a first-ring suburb, Lauderdale's housing concerns are centered on housing condition, maintenance, size of units, property values, and rental property.

Lauderdale continues to see the aggregate age of the

housing stock increase without unimproved land to

develop. Table 1-1 shows that 79.2% of Lauderdale's

houses are 35 years or older. New homes can only be built

to replace existing homes. Three new homes have been

built since 2000.

Year Built	Percentage
1939 or earlier	19.9%
1940 to 1959	23.6%
1960 to 1979	35.7%
1980 to 1994	20.8%
1995 to 2000	0.00%
Total	100%

Source: 2000 Census

Older homes need ongoing upkeep and repair. There is the sense that Lauderdale residents

made noticeable improvements to their properties since the reconstruction of all of the city streets between 2000

and 2003. Using building permits as an indicator of

improvements, Table 1-2 reflects dollars spent by

Lauderdale residents and business owners to improve

existing structures. The reinvestment in property and

homes has been relatively stable though 2009.

The Comprehensive Plan Steering Committee discussed

research presented in *Governing Magazine* that evaluated

the extent to which housing size factored into the overall

health of a community. The article suggested that middle-

aged suburbs with homes built in the mid-1950s through

1960s stagnated because the average home size was 1,100

square feet. Prior to this time, homes were larger and

starting again in the 1970s, home sizes grew. In Lauderdale, the average home size is 1,163

square feet³ and homes are approximately the same age (Table 1-1) as those mentioned in

the article. Overall, the strong correlation between size and stagnation do not appear to hold

true in Lauderdale. Factors such as proximity to the University of Minnesota and other area

colleges and access to the economic centers of downtown Minneapolis and St. Paul were

discussed as reasons why the same stagnation did not occur in Lauderdale.

Year	# Permits	Investment*
2000	88	\$1,007,800
2001	64	\$668,685
2002	95	\$1,036,060
2003	81	\$889,867
2004	78	\$863,322
2005	68	\$890,277
2006	59	\$699,530
2007	51	\$592,909
2008	51	\$789,680
2009	44	\$986,611
Total 2000 - 2009		\$8,424,741

Source: Annual Building Surchage Report
Not adjusted for inflation.

¹ Boyer Motor and Hamline Auto Body not included. Prices not adjusted for inflation.

² Ehrenhalt, Alan. "The Bungalow Bind." *Governing*. June 2006.

³ <http://www.governing.com/archive/2006/jun/assess.txt>

³ Median is 1,060 square feet. One standard deviation is 429 square feet. From Ramsey County GIS database.

Attached housing continues to be the predominant housing type in Lauderdale. This includes the four plus unit apartments, townhomes, and condominiums, which account for 682 (57.8%) of the City's housing units. Detached homes account for 42.2% of Lauderdale's housing. This balance will remain until land is redeveloped into housing at a different density or commercial/industrial land is rezoned for residential use.

Lauderdale's proximity to the University of Minnesota and Luther Seminary has resulted in more rental housing than the metro area norm. According to the Metropolitan Council "Regional Housing Snapshot,"⁴ over 70% of housing in the seven-county metro area is owner-occupied. As shown in Table 1-4, Lauderdale has 50.3% owner-occupied and 49.7% renter-occupied rental properties for 2007

Table 1-3
Housing Units by Type: 1980 to 2000

	1980	1990	2000
One-Unit Detached	466	498	497
One-Unit Attached	5	52	58
2 Units	29	35	14
3 to 4 Units	11	21	55
5 or more Units	314	614	545
Total	825	1,220	1,169

Source: 1980, 1990, and 2000 Census

showed only a minute difference in rental housing from that of the 2000 Census with 50.7% Owner-Occupied and 49.3% Renter-Occupied.⁵

Table 1-4
Housing Inventory: 1980, 1990, and 2000

	1980	1990	2000
Total Housing Units	828	1,222	1,169
Owner-Occupied	437	564	579
Renter-Occupied	372	602	571
Total Occupied Units	809	1,166	1,150

Source: 1980, 1990, and 2000 Census

A goal of previous Comprehensive Plans was to adopt a rental housing ordinance to ensure that rental properties were safe for tenants and did not detract from neighborhoods. In July 2006, the City Council adopted a rental housing license program. As a result, the City will continue to have bi-annual inspections of rental property within the City to ensure that rented housing is safe and meets a minimum maintenance standard.

⁴ Regional Housing Data Snapshot: <http://www.metrocouncil.org/metroarea/HousingSnapshot.pdf>. This number does not reflect rental units in Brandychase Condominiums as they were exempt from license. Data also does not count single family homeowners that use portions of their property as rental units.

Housing Cost & Sales

The Metropolitan Council considers housing "affordable" if it costs 30 percent or less of the total income of a low or moderate income family. Table 1-5 reflects rent ranges for

Table 1-5
Lauderdale Average Rents (12+ unit apartments)

Bedroom Size	Price Range
Efficiency	\$355-\$530
1-bedroom	\$510-\$900
2-bedroom	\$700-\$1200

Source: Rental Property Managers

Table 1-6
Monthly gross rent affordable at 50% of area median income,⁶

Bedroom Size	Affordable
Efficiency	\$687
1-bedroom	\$736
2-bedroom	\$883

Source: 2007 Metropolitan Council⁷

apartments within the City as of May 2007. Three of the four apartment complexes in the City have rents that are affordable at 50% of median area income as defined by the Metropolitan Council in Table 1-6. With the affordable rents, the local student population continues to be attracted to Lauderdale's rental housing and the owners are generally at or near full occupancy.

Similarly, Lauderdale is attractive to home buyers seeking a moderately priced home. Lauderdale was no different than other metro cities in regard to the rapid rise in home prices during the last five years, but even then homes were generally still affordable by Metropolitan Council standards. Table 1-7 shows the 2007 Council homeownership affordability standards compared to median home values for Lauderdale, Falcon Heights, and St. Anthony Park in Table 1-8.

Table 1-7
2007 Affordable Homeownership

Household Income Level	Affordable Home Price
80% of area median income (\$62,800)	\$206,800
60% of area median income (\$47,100)	\$152,000

Source: 2007 Metropolitan Council⁸

Table 1-8
Median Home Prices:
Lauderdale, Falcon Heights, St. Anthony Park 1997-2007

Year	Lauderdale	Falcon Heights	St. Anthony Park
1997	\$72,250	\$133,950	\$158,400
1999	\$112,000	\$160,000	\$177,950
2001	\$151,000	\$219,900	\$242,450
2003	\$170,250	\$255,321	\$328,750
2005	\$209,900	\$272,800	\$369,900
June 2007	\$167,900	\$304,000	\$387,500

Source: Multiple Listing Service

Regional Affordable Housing Goals
During the 1980s, Lauderdale encouraged the development of low- to moderate-income housing. This included 104 units at Brandychase condominiums, 42 units at Rosehill Townhomes, 84 units at City Gables Apartments, and 142 Luther Seminary apartments for a total of 394 new units.

The Metropolitan Council identified 35 units of new affordable housing as Lauderdale's share for 2011-2020 for the Comprehensive Plan update. Due to the reduction in

⁶ Includes tenant-paid utilities.

⁷ LCA housing ownership and rent affordability limits for 2007

⁸ LCA housing ownership and rent affordability limits for 2007

<http://www.metrocouncil.org/services/hvcomm/LCAHousingAffordabilityLimits.htm>

resources, the Metropolitan Council asked the City to establish a Livable Communities Act (LCA) affordable housing goal of 23 to 35 units for 2011-2020. Additionally, the Metropolitan Council has asked the City to accept the goal of 35 to 90 units of life-cycle housing for this decade. These calculation factor the projected net growth of 90 new sewerer households against "Housing Adjustment Factors" such as the proximity of low-wage jobs compared to low-wage workers, housing stock, and transit service. This new model of assessing housing needs attempts to create affordable housing near existing and planned transit and employment opportunity centers.

Lauderdale's Housing Action Plan

Lauderdale is already an area where homes are affordable by metro area standards. In addition to meeting the new affordable housing goals for the City, Lauderdale's housing program is designed to improve the quality of the existing housing stock and neighborhood appeal. The goal is to create a housing program that does not unfairly burden residents or disregard individual property rights. The following sections highlight the resources available to Lauderdale residents or to the City of Lauderdale to meet housing goals.

Housing Assistance Programs

Met Council HR: Section 8 Rental Voucher and Certificate Programs

Minnesota Housing: Minnesota Mortgage Program (MMP)

MMP is a first time homebuyer loan program that helps low to moderate income Minnesotans buy a home. The low, fixed interest rates are available to eligible homebuyers statewide.

Minnesota Housing: HOME HELP

Minnesota Housing provides the opportunity for eligible homebuyers who qualify for a Minnesota Housing loan to receive an interest-free, deferred loan to help with downpayment and closing costs through the Homeownership Assistance Fund (HAF) and the HOME Homeowner Entry Loan Program (HOME HELP).

Minnesota Housing: Foreclosure Prevention

Minnesota Housing works with organizations around the state to provide counseling and financial assistance to Minnesotans facing foreclosure.

Minnesota Housing: Urban Indian Housing Program (UIHP)

UIHP provides homeownership opportunities by offering low, fixed interest rate mortgages to low to moderate income American Indian families purchasing their first homes in the following urban areas of Minnesota: Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, and Wright counties, and the cities of Duluth and Bemidji.

Ramsey County HRA: FirstHOME Program

The FirstHOME Program assists first time homebuyers in Ramsey County with costs associated with the purchase of a home in suburban Ramsey County. Funding in an amount up to \$20,000 can be provided as a second mortgage and may be used to pay any or all generally accepted closing costs including: loan points, origination fees, appraisals, credit and title examinations, and legal and recording fees. Funds may also be used for downpayment costs or principal subsidies and may be used in conjunction with Minnesota Housing's CASA and other approved programs.

Minnesota Housing: Reverse Mortgage & Home Equity Conversion Counseling

A Home Equity Conversion or Reverse Mortgage is designed to assist primarily senior homeowners to be able to spend the equity in their home while still continuing to live there. In order to receive this type of mortgage, homeowners are required to receive counseling specifically designed to educate the homeowner on the options available under a reverse mortgage. Counseling is delivered through HUD-certified Home Equity Conversion counseling organizations.

Housing Development Programs

Ramsey County: Community Development Block Grant (CDBG)

CDBG provides financial support to help revitalize low and moderate-income communities across the county. Ramsey County distributes funds on a competitive basis.

Ramsey County: Home Investment Partnership Program (HOME)

HOME provides funding exclusively for housing related programs that aim to provide assistance to low-income families. For example, tenant-based rental assistance, first-time home buyer's assistance, property acquisition, new construction, moderate or substantial rehabilitation and other housing related expenses. The City of Lauderdale applies for HOME money through Ramsey County which has formed a consortium with Anoka, Dakota, and Washington Counties to distribute HOME Assistance on a competitive basis.

Minnesota Housing: Land Acquisition for Affordable New Development (LAAND)

The LAAND Initiative is intended to defray land costs and hold land for the development of affordable housing. Recipients shall use the LAAND funds to acquire sites for affordable housing that are consistent with the community's future affordable housing needs and the stated strategic growth goals.

Minnesota Housing: Economic Development and Housing Challenge Program (EDHC)

EDHC provides funding to assist in the provision of affordable permanent rental housing that supports economic development and redevelopment activities or job creation or job preservation within a community or region by meeting locally identified housing needs. The program will serve rental households in Minnesota with incomes at or below 80% of state or area median income.

Metropolitan Council: Livable Communities Demonstration Account (LCDA)
The Livable Communities Demonstration Account (LCDA) funds development and redevelopment projects that achieve connected development patterns linking housing, jobs and services, and maximize the development potential of existing infrastructure and regional facilities.

Metropolitan Council: Local Housing Incentive Account (LHIA)
LHIA helps expand lifecycle and affordable rental and ownership housing development and preservation in the region. Grants awarded from this account must be matched on a 1:1 ratio by the recipient community with local dollars for affordable housing activities, and may be used for costs associated with projects that help municipalities meet their negotiated LCA housing goals. This program is conducted in coordination with Minnesota Housing.

Metropolitan Council: Tax Base Revitalization Account (TBRA)
The Tax Base Revitalization Account (TBRA) helps cities clean up contaminated urban land for subsequent commercial and industrial development, thus restoring tax base and jobs near existing housing and services. This program is conducted in coordination with the Minnesota Department of Trade and Economic Development.

Twin Cities Habitat for Humanity: Homeownership Program
The Homeownership program builds and rehabs simple, quality homes in partnership with low-income families and the community. The homes are sold with affordable, zero percent interest mortgages, making a 30-year commitment to each new homeowner and to the community in which they live.

Housing Maintenance, Rehabilitation, and Redevelopment Programs

Minnesota Housing: Housing Tax Credit Program (HTC)
The Federal Tax Reform Act of 1986 created HTC for qualified residential rental properties. The HTC offers a ten year reduction in tax liability to owners and investors in eligible affordable rental housing units produced as a result of new construction, rehabilitation, or acquisition with rehabilitation.

Minnesota Housing: Rental Rehab Loan Program
The purpose of the Rental Rehabilitation Loan Program is to assist owners of smaller rental properties finance improvements to their investment properties, occupied by persons or families that have an income less than 80% of the statewide median income. The loan has a 6% annual percentage rate, with a term of up to 15 years. The loan is non-assumable and due on sale. Borrowers may receive up to \$25,000 for a one or two unit property, or \$10,000 per unit for larger properties, with a maximum amount of \$100,000.

Minnesota Housing: Single Family Rehabilitation Loan Program (RLP)
RLP provides deferred loan financing to low income homeowners needing to rehabilitate their existing residential housing for the purpose of improving its safety, livability or

energy efficiency. The RLP is a commitment to loan programs available in the private sector and fills the financing gap that exists between homeowners who are able to secure home improvement financing in the private sector and those homeowners who are unable to do so. Existing residential housing will be rehabilitated to meet Minnesota Housing's Single Family Rehabilitation Standard.

Minnesota Housing: Fix-up Fund

The Fix-up Fund is a statewide program that offers affordable, low-interest fixed rate home improvement loans.

Metropolitan Council: Livable Communities Demonstration Account (LCDA)

The Livable Communities Demonstration Account (LCDA) funds development and redevelopment projects that achieve connected development patterns linking housing, jobs and services, and maximize the development potential of existing infrastructure and regional facilities.

Ramsey County: Energy Conservation Deferred Loan Program

This program provides 10-year deferred payment loans to improve energy efficiency to one to four unit owner-occupied properties throughout Suburban Ramsey County. Loans are restricted to low and moderate income households (generally a household income below \$61,500 for a family of four) and must be recommended through an energy audit.

Ramsey County: Residential Rehabilitation Deferred Loan Program

This is a two-tiered program for homeowners who live in Suburban Ramsey County. For low income homeowners, the loan will be forgiven after 10 years in the home. For moderate income homeowners, the loan must be repaid in full when the homeowner refinances, sells, transfers interest or moves from the property. In both cases, there is no interest payment or monthly payments. Home improvement deferred payment loans for up to \$15,000 may be used for basic and necessary improvements which make the home more livable, more energy efficient, or more accessible for disabled persons.

Twin Cities Habitat for Humanity: Brush with Kindness

Twin Cities Habitat for Humanity works with low-income homeowners to repair and maintain their homes. A Brush with Kindness helps ensure families are living in safe and well-maintained homes; keeps homeowners in their homes, protecting their financial investments; and restores homeowners' dignity and pride of homeownership.

Local Housing Initiates

As a 100% fully developed City, housing development and redevelopment projects are not regular occurrences. The final two open spaces were developed as planned unit housing developments in the 1980's (Rosehill Townhomes / City Gables Apartments and Brandychase Condominiums). The Council is aware of the tools it has used in the past and those currently available. Any incentives offered for housing development would be evaluated a case-by-case basis. Incentives available to the City include:

- Conduit Revenue Bonds
- General Obligation Bonds
- Housing Revenue Bonds
- Taxable Revenue Bonds
- Sanitary Sewer Rate Adjustments
- Local Tax Abatement
- Local Property Tax Levy
- Tax Increment Financing
- Zoning and Land Use

Property maintenance standards and nuisance inspection programs are among the tools available to the City to maintain neighborhood appeal and the over-all quality of housing in Lauderdale over the next decade. Considering the size of the Lauderdale, the City has the unusual luxury of having an in-housing building inspector to oversee the construction permit and licensing program.

Conclusion


Lauderdale recognizes the need for affordable housing and will continue to use the tools at its disposal to create its share. Lauderdale is a small, land-locked, fully developed City with a small budget relative to land acquisition and construction costs. It is not possible for the City to guide affordable housing development from land acquisition through development. The development of affordable housing is heavily bound by market realities and the interests of the private parties in areas where affordable housing may be possible. The City will work with landowners redeveloping or modifying their properties in the interest of affordable housing when possible.

COUNCIL ACTION:

STAFF RECOMMENDATION:

OPTIONS:
At the next meeting, the Council will take public comment on the budget and levy prior to adopting it. If you wish, you can schedule another meeting at which to adopt the budget / levy before the end of the year.

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:
When we last discussed the 2011 general fund budget, there was about \$8,500 unallocated dollars. I put an additional \$7,500 in development to cover the cost of municipal liquor store consulting services and market research. The additional dollars were allocated to public works for landscaping. Staff are making plans to revisit the landscaping at City Hall. Also attached are "budget notes." It is a guide staff uses to determine how revenue and expenses are allocated; simply another tool for the budgeting process. A final "Budget Book" will be created from the materials at year end.
I also attached updated information from Ramsey County. The value used to calculate the tax rate was increased slightly. You may have your property tax statement in hand before the meeting. Please let me know if you have any questions.

Meeting Date: November 23, 2010
ITEM NUMBER: 2011 Budget and Levy
STAFF INITIAL: 
APPROVED BY ADMINISTRATOR

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

LAUDERDALE COUNCIL
ACTION FORM

GENERAL FUND REVENUE

2008	2009	2010	2010	2011
Actual	Actual	Adopted	As of Oct 31	Proposed

CITY LEVIED TAXES

31010	470,047	220,425	281,115	580,730
Current Ad Valorem				
31020	-	2,539	58,151	110,683
Delinquent Ad Valorem				
31040	-	-	-	-
Fiscal Disparities				
SUB TOTAL PROPERTY TAXES	470,047	222,964	339,266	691,413

STATE AIDE

33401	519,747	258,077	527,174	519,747
Local Government Aide				
33405	1,198	599	1,198	1,198
PERA Rate Increase Aide				
33406	29,086	-	-	(31,811)
Market Value Home Credit				
TOTAL STATE AIDE	549,031	258,676	528,372	489,134

LICENSES AND FEES

32110	65	150	150	150
3.2 Alcohol License				
32120	200	400	400	400
Cigarette License				
32130	1,270	1,170	1,170	750
Garbage Hauler Licenses				
32140	875	890	890	600
HVAC Licenses				
32150	360	140	200	300
Tree Company License				
32160	55	55	55	-
Gas Station License				
32180	4,495	3,366	3,000	3,000
Rental License Fee				
32240	330	290	250	250
Animal Licenses				
34101	2,805	3,945	2,500	2,500
City Hall Rental				
43103	650	83	200	200
Administrative Fee				
34105	-	-	-	-
Sale of Publications				
34109	47	61	45	50
Copies				
34114	50	-	-	50
Advertising sales				
34115	-	-	-	-
Miscellaneous Revenue				
TOTAL LICENSES AND FEES	11,202	10,295	8,100	8,200

REVENUE OTHER

36100	1,940	9,677	-	10,237
Special Assessments				
36101	-	-	-	-
Principal				
36102	155	2,182	-	1,449
Penalties and Interest				
36103	-	-	-	-
Tree Removal				
36200	63	-	-	-
Miscellaneous Revenue				
36211	13,852	11,018	7,000	8,954
Investment Interest				
36230	1,500	-	-	1,500
Donations				
36231	50	50	10	-
Dog Park Donations				
36240	431	539	250	250
State Surcharge - Construction Permits				
36250	-	3,511	-	1,140
Refunds and Reimbursements				
36252	1,366	2,905	500	-
LMCT Insurance Divident				
36255	-	-	-	-
Miscellaneous				
39101	-	1	-	-
Sales Fixed Assets				
TOTAL OTHER REVENUE	19,307	29,882	7,750	23,559
PUBLIC SAFETY	42,076	40,547	36,500	34,500
PLANNING & INSPECTIONS	16,277	20,487	10,550	11,702
TRANSFERS FROM OTHER FUNDS	-	-	-	-
TOTAL GENERAL FUND REVENUE	1,054,308	1,219,241	1,163,010	1,130,414

GENERAL FUND EXPENDITURES

LEGISLATIVE (41100)

EXPENDITURES

	2008 Actual	2009 Actual	2010 Adopted	2010 As of Oct 31	2011 Proposed
Personnel					
103 Part-time employees	13,200	13,200	13,200	11,000	13,200
122 FICA	1,010	1,010	1,010	842	1,010
151 Workers Comp	-	59	50	87	103
Subtotal Personnel	14,210	14,269	14,260	11,929	14,313
General Operations					
201 General Supplies	63	-	-	39	-
202 Permanent Supplies	-	-	-	-	-
203 Postage	-	84	-	-	-
305 Legal Fees	-	-	-	-	-
308 Training and Conferences	285	-	500	750	2,000
331 Travel	12	24	50	-	130
352 Public Notices	-	292	500	391	700
361 General Liability	5,285	5,228	6,000	5,331	6,000
438 Dues and Subscriptions	2,646	2,671	2,800	2,695	2,800
439 Special Events	-	-	100	-	-
440 Meeting Expenses	210	66	200	196	250
442 Miscellaneous Expenses	-	-	-	-	-
Subtotal General Operations	8,501	8,365	10,150	9,401	11,880
Capital Equipment					
530 Furniture and Equipment	-	-	2,000	-	-
538 Computer software and Equipment	-	-	-	-	-
Subtotal Capital Equipment	-	-	2,000	-	-
TOTAL LEGISLATIVE EXPENSES	22,711	22,634	26,410	21,330	26,193

		EXPENDITURES			
		AUDITING, ELECTIONS, AND LEGAL SERVICES (41500)			
		2008	2009	Actual	Adopted
		2010	2010	As of Oct 31	2010
		Proposed	2010	2010	2010
Personnel					
101	Full-time employees	6,842	3,724	13,152	10,352
104	Temp. employees	2,477	968	1,700	1,040
121	PERA	329	239	921	728
122	FICA	518	296	1,006	814
131	Benefits (health, dental, etc)	671	198	1,500	1,226
151	Workers Compensation	-	35	100	87
	Subtotal Personnel	10,837	5,461	18,379	14,247
General Operations					
201	General Supplies	408	-	200	128
300	Legal Services - Prosecution	-	-	12,000	8,332
301	Auditing	-	-	14,000	12,880
306	Legal Services - Civil	-	-	14,000	3,560
327	Other Services	159	586	700	432
331	Travel Expenses	-	-	75	-
352	Public Information & Notices	-	96	2,000	-
355	Miscellaneous Fees	-	-	5,200	398
409	Other equipment and repair	-	-	-	-
440	Meeting expenses	-	91	250	-
442	Miscellaneous expenses	-	-	-	-
	Subtotal General Operations	567	774	48,425	25,730
Capital Expenditures					
530	Furniture and equipment	-	-	2,000	-
531	Office equipment	-	-	-	-
534	Office furniture	-	-	-	-
538	Computers and technology	-	-	2,000	-
	Subtotal Capital	-	-	2,000	-
	TOTAL EXPENSES	11,404	6,234	68,804	39,977
		48,857			

EXPENDITURES

PUBLIC WORKS (43000)

	2008	2009	2010	2010	2011
	Actual	Actual	Adopted	As of Oct 31	Proposed
Personnel					
101 Full-time employees	35,366	44,294	30,400	25,783	27,248
102 Overtime/On-Call	1,283	2,191	2,000	1,004	3,000
121 PERA	2,940	3,004	2,268	2,049	2,193
122 FICA	3,661	3,516	2,479	2,327	2,314
131 Benefits (health, dental, etc)	3,720	4,702	4,125	3,474	4,200
151 Workers Compensation	4,032	2,097	2,650	2,457	2,526
Subtotal Personnel	51,002	59,804	43,922	37,094	41,481
General Operations					
202 Permanent Supplies	-	-	200	-	-
212 Motor Fuels	2,219	1,587	2,500	1,573	2,200
213 Lubricants and other fluids	-	-	-	-	-
225 Landscaping Materials	-	15	-	-	963
226 Signs	5	-	-	-	-
227 Tools and Equipment	-	-	200	-	-
228 Miscellaneous Repairs & Supplies	1,852	1,008	2,000	331	1,500
304 Engineering Contract	2,990	-	3,000	337	3,000
308 Training and conferences	165	165	400	165	400
313 Snow and Ice Removal Contract	11,677	5,207	15,000	4,104	15,000
314 Street Sweeping Contract	4,098	5,062	6,500	2,262	6,000
317 Tree Service	3,654	3,214	15,000	3,107	10,000
324 Alley Repair	1,195	-	1,000	-	1,000
327 Other Services	569	356	500	328	3,000
328 Street Repair	500	-	500	-	500
380 Electricity - street lighting	5,726	6,168	6,000	4,225	6,400
381 Electricity	2,820	2,457	3,000	2,317	3,400
382 Water	69	69	80	28	100
383 Gas Utilities	3,887	3,075	4,500	1,623	4,000
384 Refuse Disposal	1,202	1,189	1,300	1,185	1,600
391 Telephone/Pagers	455	534	500	377	500
402 Truck repair and Maintenance	113	2,968	2,000	1,238	3,800
426 Machinery rental	-	-	-	-	-
442 Miscellaneous	257	-	300	96	200
Subtotal General Operations	43,451	33,073	64,480	23,296	63,563
Capital Expenditures					
530 Furniture and equipment	-	-	-	-	-
538 Land	-	-	-	-	-
Subtotal Capital	-	-	-	-	-
TOTAL EXPENSES	94,453	92,877	108,402	60,390	105,044

		PARKS AND RECREATION (45200)			
		2008	2009	Adopted	As of Oct 31
		Actual	Actual	2010	2010
				Proposed	
EXPENDITURES					
Personnel					
101	Full-time employees	41,244	51,253	42,425	34,163
104	Temp. employees	5,963	3,555	6,000	3,769
121	PERA	3,193	3,431	2,970	2,461
122	FICA	4,388	4,322	3,705	3,127
131	Benefits (health, dental, etc)	4,027	5,102	5,813	4,133
151	Workers Compensation	2,096	260	1,256	1,173
	Subtotal Personnel	60,911	67,923	62,169	48,827
General Operations					
201	General Supplies	103	127	500	45
202	Permanent Supplies	212	89	500	32
225	Landscaping Materials	64	-	500	-
228	Miscellaneous Repairs & Maintenance	211	191	250	144
317	Tree Service	742	-	-	-
370	Park and Rec Expenses	-	700	-	700
371	Non-Resident Reimbursement	32	429	200	656
381	Electric	626	439	700	343
382	Water	196	172	300	40
383	Gas Utility	1,090	801	1,300	460
384	Refuse	-	-	-	-
391	Telephones and Pagers	21	-	100	20
403	Mower repair	-	-	-	1,275
412	Warming House Repair	10	-	500	20
427	Porta Potty Rental	1,145	767	750	581
442	Miscellaneous	300	78	500	13
	Subtotal General Operations	4,751	3,793	6,100	4,328
Capital Expenditures					
550	Other Improvements	-	-	-	-
	Subtotal Capital	-	-	-	-
	TOTAL EXPENSES	65,662	71,716	68,269	53,155
					64,845

		<u>CONTINGENCY (45300)</u>			
		2008	2009	2010	2011
		Actual	Actual	Adopted	Proposed
				As of Oct 31	
				2010	2011
REVENUE					
	Other	-	-	-	-
	TOTAL REVENUE	-	-	-	-
EXPENDITURES					
	General Operations				
	CONTINGENCY FUNDS	-	-	20,000	20,000
	OPERATING TRANSFERS	-	-	-	-
	710	-	-	-	-
	Subtotal General Operations	-	-	20,000	20,000
	TOTAL EXPENSES	-	-	20,000	20,000

**2010 LAUDERDALE BUDGET
SUMMARY OF FUNDS 201 - 602**

	2007	2008	2009	2010	As of Oct 31	Proposed
Total Revenues	831,245	827,502	1,027,604	1,204,063	1,041,761	567,250
Transfers			291,329	600,000	600,000	
Revenue Before Transfers	831,245	827,502	736,274	604,063	441,761	567,250
201 Community Events Fund	3,994	3,642	4,874	2,700	4,285	3,050
202 Communications Fund	21,600	22,431	22,837	20,000	10,787	20,500
203 Recycling Fund	41,074	41,362	41,967	38,926	24,451	41,000
301 TIF Debt Service Fund	76,950	-	-	-	-	-
302 2000 Imp Debt Fund	54,816	48,013	20,524	-	-	-
303 2002 Imp Debt Fund	52,749	41,424	35,459	32,026	18,536	-
304 2003 Imp Debt Fund	75,041	64,834	59,143	50,411	30,534	50,000
401 Street Improvement Fund	18,902	14,760	10,331	8,000	6,753	6,000
402 General Capital Impr. Fund	8,330	4,320	2,184	2,000	1,449	1,500
403 Storm Water Impr. Fund	58,670	6,048	4,473	4,000	2,974	3,000
404 Park Improvement Fund	2,834	108,725	3,946	3,000	2,500	2,000
405 TIF Project Fund	169,990	162,370	165,052	140,000	97,100	139,000
407 Sewer Improvement Fund	8,003	11,277	81,628	7,000	7,175	5,500
409 Water Utility Fund	2,201	-	-	-	-	-
601 Sewer Utility Fund	236,090	229,104	234,715	245,000	193,263	245,000
602 Storm Water Utility Fund	-	69,192	49,142	51,000	41,953	50,700
Total Expenditures	831,245	827,502	1,027,604	1,204,063	1,041,761	567,250
Transfers			291,329	600,000	600,000	
Expenditures Before Transfers	831,245	827,502	736,274	604,063	441,761	567,250
201 Community Events Fund	5,160	4,329	3,616	3,250	3,514	3,550
202 Communications Fund	25,576	15,374	29,277	25,821	20,781	29,669
203 Recycling Fund	29,018	23,391	32,079	34,298	24,093	34,275
301 TIF Debt Service Fund	-	-	-	-	-	-
302 2000 Impr. Debt Fund	122,186	122,080	455,481	-	-	-
303 2002 Impr. Debt Fund	149,356	150,256	145,798	146,163	146,095	145,667
304 2003 Impr. Debt Fund	120,646	118,608	116,350	114,011	113,944	116,205
401 Street Improvement Fund	-	69,213	12,189	-	-	-
402 General Capital Impr. Fund	9,657	90,000	-	31,000	-	31,000
403 Storm Water Impr. Fund	43,367	32,316	-	-	-	-
404 Park Improvement Fund	117,670	81,110	6,735	54,000	1,500	44,000
405 TIF Project Fund	713	738	747	-	2,210	1,000
407 Sewer Improvement Fund	-	-	-	-	-	-
601 Sewer Utility Fund	233,999	212,687	228,570	247,051	173,030	243,629
602 Storm Water Utility Fund	-	36,424	43,293	53,405	36,028	66,000
Total Expenditures	857,349	956,526	1,074,134	708,999	521,196	714,995
Transfers			260,329	600,000	600,000	
Expenditures Before Transfers	857,349	956,526	1,074,134	708,999	521,196	714,995
Total Expenditures	857,349	956,526	1,334,463	1,308,999	1,121,196	714,995
Surplus/(deficit)	(26,103)	(129,025)	(306,860)	(104,936)	(79,435)	(147,745)

Communications Fund 202

DEPT. 49500	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
BEGINNING BALANCE	36,225	32,249	39,306	32,867	32,867	27,046
REVENUES:						
Franchise Fees	19,987	21,278	21,632	19,000	10,320	20,000
Refunds & Reimbursements	-	262	262	-	-	-
Investment Interest	1,613	1,153	942	1,000	467	500
Grants	-	-	-	-	-	-
Total Revenues	21,600	22,431	22,837	20,000	10,787	20,500
EXPENDITURES:						
Reg. Full Time Employees	14,815	6,230	6,307	10,924	8,852	15,360
PBA Contributions	865	473	426	765	626	1,114
FICA Contributions	1,098	593	510	836	722	1,175
Group Insurance	1,193	618	576	1,313	990	2,100
Workers Comp	-	-	27	83	72	120
Personnel costs	17,971	7,913	7,846	13,921	11,261	19,869
General Supplies	-	-	5	-	85	100
Permanent Supplies	-	-	-	-	-	-
Web Hosting	420	444	444	600	444	600
Other Service	2,410	1,993	3,501	2,800	1,419	2,800
Cable Franchise Fee	4,774	5,023	5,069	5,200	5,214	5,300
Furniture and Equipment	-	-	12,411	3,300	2,358	1,000
Operating Costs	7,604	7,460	21,430	11,900	9,520	9,800
Total Expenditures	25,576	15,374	29,277	25,821	20,781	29,669
Fund Balance Gain/Loss	(3,976)	7,057	(6,440)	(5,821)	(9,995)	(9,169)
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Ending Fund Balance	32,249	39,306	32,867	27,046	22,872	17,877

2002 Improvements Debt Service Fund 303

DEPT. 47300	2007	2008	2009	2010	2010	As of Oct 31	2011
	Actual	Actual	Actual	Adopted	Adopted		Proposed
BEGINNING BALANCE	438,324	391,717	282,886	172,547	172,547		444,988
REVENUES:							
Penalties & Interest	5,484	7,839	6,587	5,000	5,000		2,739
Investment Interest	16,869	8,670	4,063	5,000	5,000		3,350
Special Assessments	30,396	24,916	24,809	22,026	22,026		12,447
Total Revenue	52,749	41,424	35,459	32,026	32,026		18,536
EXPENDITURES:							
Bond Principal	110,000	115,000	115,000	120,000	120,000		125,000
Bond Interest	38,690	34,609	30,153	25,363	25,363		20,217
File Maintenance Charges	666	647	645	800	800		450
Total Expenditures	149,356	150,256	145,798	146,163	146,163		145,667
Fund Balance Gain/Loss	(96,607)	(108,831)	(110,339)	(114,137)	(114,137)		(145,667)
Transfers In	50,000	-	-	400,000	400,000		400,000
Transfers Out	-	-	-	-	-		-
Ending Fund Balance	391,717	282,886	172,547	458,410	444,988		299,321

Street Improvement Fund 401

DEPT. 48401	2007	2008	2009	2010	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed	
BEGINNING BALANCE	355,889	454,662	400,208	398,350	398,350	406,350	406,350
REVENUES:							
36211 Investment Interest	18,902	14,243	10,232	8,000	6,753	6,000	6,000
36200 Miscellaneous Revenue	-	517	99	-	-	-	-
36102 Penalties & Interest	-	-	-	-	-	-	-
36100 Special Assessments	-	-	-	-	-	-	-
Total Revenue	18,902	14,760	10,331	8,000	6,753	6,000	
EXPENDITURES:							
328 Street Repair	-	49,712	4,320	-	-	-	-
Street Reconstruction	-	-	-	-	-	-	-
Streetscaping	-	-	-	-	-	-	-
304 Engineering	-	19,502	7,869	-	-	-	-
Trees	-	-	-	-	-	-	-
Total Expenditures	-	69,213	12,189	-	-	-	
Fund Balance Gain/Loss	18,902	(54,454)	(1,858)	8,000	6,753	6,000	
39200 Transfers In	79,871	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-	-
Ending Fund Balance	454,662	400,208	398,350	406,350	405,103	412,350	

Storm Sewer Improvement Fund 403

DEPT. 48403	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
BEGINNING BALANCE	181,946	197,249	170,981	175,454	175,454	179,454
REVENUES:						
Storm Sewer Fee	49,668	-	-	-	-	-
Investment Interest	9,002	6,048	4,473	4,000	2,974	3,000
Other	-	-	-	-	-	-
Total Revenues	58,670	6,048	4,473	4,000	2,974	3,000
EXPENDITURES:						
Reg. FT Employees	30,557	-	-	-	-	-
On-Call Pay	-	-	-	-	-	-
PERA Contributions	1,683	-	-	-	-	-
FICA Contributions	2,112	-	-	-	-	-
Group Insurance	2,584	-	-	-	-	-
Workers Compensation	-	-	-	-	-	-
Personnel Costs	36,935	-	-	-	-	-
Engineering	6,303	11,816	-	-	-	-
Other Services	129	-	-	-	-	-
Misc	-	500	-	-	-	-
Contingency Funds	-	-	-	-	-	-
Storm System Repairs	-	-	-	-	-	-
Operating Costs	6,432	12,316	-	-	-	-
Total Expenditures	43,367	12,316	-	-	-	-
Fund Balance Gain/Loss	15,303	(6,268)	4,473	4,000	2,974	3,000
Transfers In	-	-	-	-	-	-
Transfers Out	-	20,000	-	-	-	-
Ending Fund Balance	197,249	170,981	175,454	179,454	178,428	182,454

TIF Project Fund 405

DEPT. 48500	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
BEGINNING BALANCE	448,440	468,208	629,840	533,815	533,815	28,705
REVENUES:						
36211 Investment Interest	19,927	17,471	15,800	5,000	5,825	4,000
31050 Tax Increment	148,354	137,953	141,815	135,000	89,494	135,000
31051 Delinquent Tax Increment	855	1,959	1,879	-	1,781	-
33406 TIF Mkt Value Homestead Crdt	855	4,987	5,558	-	-	-
Total Revenues	169,990	162,370	165,052	140,000	97,100	139,000
EXPENDITURES:						
101 FT Employees	-	-	-	-	-	-
121 PIRA Contribution	-	-	-	-	-	-
122 FICA Contribution	-	-	-	-	-	-
131 Group Insurance	-	-	-	-	-	-
133 Life Insurance	-	-	-	-	-	-
Total Personnel Costs	-	-	-	-	-	-
304 Engineering	-	-	-	-	-	-
305 Legal Fees	-	-	-	-	-	-
327 Other Services	713	738	747	-	2,210	1,000
325 Other Imp. (Larpeur)	-	-	-	-	-	-
General Operating Costs	713	738	747	-	2,210	1,000
Total Expenditures	713	738	747	-	2,210	1,000
Fund Balance Gain/Loss	169,278	161,632	164,305	140,000	94,890	138,000
39200 Transfers In	5,203	-	-	-	-	-
710 Transfers Out	154,713	-	260,329	600,000	600,000	-
Ending Fund Balance	468,208	629,840	533,815	73,815	28,705	166,705

Sanitary Sewer Enterprise Fund 601

DEPT. 49000	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
BEGINNING BALANCE	407,688	174,584	191,001	197,146	197,146	195,095
REVENUES:						
37210 Sewer Charges	223,878	224,682	226,671	242,000	189,917	242,000
36211 Investment Interest	12,212	4,422	4,369	3,000	3,346	3,000
36250 Refunds/Reimbursements	-	-	-	-	-	-
37230 Penalties	-	-	-	-	-	-
36255 Miscellaneous	-	-	-	-	-	-
37240 Sewer Connections	-	-	3,675	-	-	-
39101 Sale of Assets	-	-	-	-	-	-
Total Revenues	236,090	229,104	234,715	245,000	193,263	245,000
EXPENDITURES:						
101 Reg. FT Employees	42,136	17,451	22,169	23,465	13,749	26,676
102 On-Call Pay	15,053	11,822	13,193	13,000	8,914	12,000
121 PERA Contributions	3,287	1,981	2,286	2,553	1,992	2,804
122 FICA Contributions	4,110	2,469	2,683	2,790	2,254	2,959
131 Group Insurance	5,116	2,536	3,577	3,000	3,283	3,906
151 Worker's Comp.	3,955	858	1,932	877	791	934
Personnel Costs	73,657	37,117	45,840	45,685	30,982	49,279
201 General Supplies	-	-	-	-	-	-
212 Motor Fuels	450	394	369	500	337	500
227 Tools & Equipment	-	289	-	300	-	300
228 Misc. Repairs/Maint/Supply	-	-	-	250	244	400
301 Auditing	2,716	1,350	1,613	1,700	1,610	1,700
304 Engineering	7,711	2,997	3,211	3,000	481	3,000
308 Training/Conferences	580	560	300	600	-	600
315 Sewer Jetting	42	1,444	-	1,500	1,050	1,500
316 Sewer Televising	-	11,018	-	-	2,083	1,000
327 Other Services	8,541	6,040	11,408	5,000	11,837	5,000
331 Travel Expenses	49	-	119	200	-	200
361 General Liability	3,699	1,520	1,539	1,700	1,666	1,700
382 Water	62	66	69	75	28	100
387 Met Council Sewer Charges	100,641	115,587	128,590	147,000	121,559	138,000
391 Telephones/Pagers	459	228	263	250	188	250
402 City Truck Repair/Maint.	-	-	333	-	151	100
425 Clothing	1,460	786	933	1,000	814	1,000
442 Misc.	641	-	23	-	-	-
444 Contingency Funds	-	-	-	-	-	-
501 Depreciation	33,291	33,291	33,959	33,291	-	34,000
540 Machinery & Equipment	-	-	-	-	-	-
554 System Repairs (I/I)	-	-	-	5,000	-	5,000
Operating Costs	160,342	175,570	182,730	201,366	142,047	194,350
Total Expenses	233,999	212,687	228,570	247,051	173,030	243,629
Fund Balance Gain/Loss	2,091	16,417	6,145	(2,051)	20,234	1,371
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	235,195	-	-	-	-	-
Ending Fund Balance	174,584	191,001	197,146	195,095	217,380	196,466

**CITY OF LAUDERDALE
2011 BUDGET NARRATIVE**

**GENERAL FUND 101
REVENUES AND EXPENSES**

PROPERTY TAXES

101	31010	CURRENT AD VALOREM	\$470,047
101	31020	DELINQUENT AD VALOREM	\$0
101	31040	FISCAL DISPARITIES - 2009: \$101,843; 2010 \$113,154	\$110,683

LICENSES & PERMITS

101	32110	3.2 ALCOHOL LICENSE - Super USA has the only license	\$150
101	32120	CIGARETTE LICENSE - Super USA % BP-Croix Oil (\$200 per license)	\$400
101	32130	GARBAGE HAULERS LICENSE - \$75/per truck fee	\$750
101	32140	HEATING/AC LICENSE - \$50 per license	\$600
101	32150	TREE COMPANY LICENSE - \$50 per license	\$300
101	32160	GAS STATION PERMIT	\$0
101	32180	RENTAL LICENSE FEE	\$3,000
101	32210	BUILDING PERMITS - 2008: \$10,364; 2009: \$11,688	\$7,000
101	32211	ZONING PERMIT APPLICATIONS - Fences, driveways, and sidewalks	\$200
101	34102	PLAN REVIEW FEE - Plan reviews required by the Building Code	\$2,000
101	32230	PLUMBING PERMITS	\$600
101	32240	ANIMAL LICENSES - \$10 per license	\$250
101	32270	HEATING A/C PERMITS	\$800
101	32280	STREET EXCAVATION PERMIT	\$0

INTERGOVERNMENTAL REVENUE

101	33400	STATE GRANTS AND AID	\$0
101	33401	LOCAL GOVERNMENT AID - 2011 certified amount	\$519,747
101	36253	PERA AID - State reimbursement since 1998 offsets employer increases	\$1,198
101	36253	OTHER STATE AID - Market Value Homestead Credit (MVHC)	-\$31,811

GENERAL GOVERNMENT

101	34101	CITY HALL RENTAL	\$2,500
101	34103	ADMINISTRATIVE FEE- This \$25 fee applied to fire inspection bills.	\$200
101	34105	SALE OF PUBLICATIONS	\$0
101	34107	ASSESSMENT SEARCHES	\$0
101	34109	COPIES -	\$50

Fund 101 GENERAL FUND EXPENDITURES

DEPT 41100 LEGISLATIVE

Obj 103 PART TIME EMPLOYEES

Below are the salaries of the Mayor and Council that became effective in 2002.

Mayor - \$3,600/yr.
 Council Members - \$2,400/yr. x 4 = \$9,600/yr.

Obj 122 FICA \$13,200
 Obj 151 WORKERS COMP PREMIUM - calculated as a percentage of total cost \$103

Obj 308 TRAINING/CONFERENCES \$2000
 Obj 331 TRAVEL EXPENSE - travel & parking for meetings and training \$130
 Obj 352 PUBLISHING - public notices \$700

Obj 361 GENERAL LIABILITY - including open meeting law insurance \$6000
 Divided: 40% 101-41100-361 - Legislative
 35% 101-41200-361 - Administration
 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund
 12.5% 602-49100-361 - Storm Sewer Enterprise Fund

Obj 438 DUES & SUBSCRIPTIONS - Ramsey County League of Local Government, Suburban Rate Authority, League of Minnesota Cities etc. \$2,800
 Obj 439 SPECIAL EVENTS \$0
 Obj 440 MEETING EXPENSES \$250
 Obj 442 MISCELLANEOUS EXPENSE \$0

DEPT 41200 ADMINISTRATIVE

Obj 101 FULL TIME EMPLOYEES REGULAR \$93,081
 Obj 121 PERA CONTRIBUTIONS (.0725 X salary) \$6,748
 Obj 122 FICA CONTRIBUTIONS (.0620 for Social Security & .0145 for Medicare) \$7,121
 Obj 131 GROUP INSURANCE - City contributing \$700/month per employee in 2011 \$11,340
 Obj 151 WORKERS COMP PREMIUM - -- calculated as a percentage of total cost \$726

Obj 201 GENERAL OFFICE SUPPLIES - Basic office supplies such as toner and paper \$2,200
 Obj 203 POSTAGE \$4,000
 Obj 208 WATER COOLER \$450

Obj 301 AUDITING - Final contract year with Abdo, Eick, and Meyers. Divided: 80% 101-41200-301 - Administration \$0
 10% 601-49000-301 - Sanitary Sewer Enterprise Fund
 10% 602-49100-301 - Storm Sewer Enterprise Fund

Obj 409	OTHER EQUIPMENT REPAIR/MAINT.	\$0
Obj 440	MEETING EXPENSES	\$0
Obj 442	MISC	\$0
Obj 539	VOTING MACHINE/BOOTHS - Current machines fully owned by the City.	\$0

DEPT 42100 PUBLIC SAFETY

Obj 305	LEGAL FEES	\$0
Obj 318	911 DISPATCH - Ramsey County	\$9,620
Obj 319	POLICE CONTRACT - City of St. Anthony Police	\$590,167
Obj 320	FIRE CONTRACT	\$18,000
Obj 321	FIRE CALLS	\$13,000
Obj 322	FIRE FALSE ALARMS - Billed to property owners when warranted.	\$500
Obj 323	FIRE INSPECTION - Inspection of multi-family and commercial property. Billed back to property owner.	\$1,000
Obj 355	MISC PRINTING/PROCESS SERVICE	\$0
Obj 360	GENERAL LIABILITY - St. Anthony & Lauderdale are responsible for 50% of claims up to the \$10,000 deductible.	\$5,000
Obj 442	MISC - Expenses	\$500

DEPT 43000 PUBLIC WORKS

Obj 101	FULL TIME EMPLOYEES REGULAR	\$27,248
Obj 102	OVERTIME - After hours snowplowing, sewer back ups, etc.	\$3,000
Obj 121	PERA CONTRIBUTIONS (.0725 X salary)	\$2,193
Obj 122	FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Med.	\$2,314
Obj 131	GROUP INSURANCE - City will contribute \$700/month per employee in 2011.	\$4,200
Obj 151	WORKERS COMP PREMIUM	\$2,526
Obj 202	PERMANENT SUPPLIES	\$0
Obj 212	MOTOR FUELS	\$2,200
Divided: 70% 101-43000-212 - Public Works		
Obj 213	LUBRICANTS - Oil changes and misc. lubricants for vehicles.	\$0
Obj 225	LANDSCAPING MATERIALS - For sod, seed, etc. to repair road damage	\$963
Obj 226	SIGNS - To replace/repair existing signs and for any non-street or alley signs	\$0
Obj 227	TOOLS & EQUIPMENT	\$0
Obj 228	MISC REPAIRS & SUPPLIES - For upkeep and upgrades to all public buildings	\$1,500

Obj 312	BUILDING OFFICIAL - Fee to the commercial building inspector	\$2,500
Obj 327	OTHER SERVICES - Including surveying	\$0
Obj 331	TRAVEL EXPENSES	\$0
Obj 355	MISC. PRINTING	\$0
Obj 386	GOPHER STATE ONE CALL	\$600
Obj 442	MISCELLANEOUS EXPENSES	
Obj 443	SURCHARGE REPORT - Fees paid via construction permits; remitted to state.	\$500

DEPT 45200 PARKS & RECREATION

Obj 101	FULL TIME EMPLOYEES REGULAR	\$37,855
Obj 103	TEMPORARY EMPLOYEES - Warming house attendants	\$6,000
Obj 121	PERA CONTRIBUTIONS (.0725 X salary)	\$2,744
Obj 122	FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Medicare	\$3,355
Obj 131	GROUP INSURANCE - City will contribute \$700/month per employee in 2011.	\$5,880
Obj 151	WORKERS COMP PREMIUM	\$1,161
Obj 201	GENERAL SUPPLIES - Archery bales, rec. rock for the baseball diamond, etc.	\$200
Obj 202	PERMANENT SUPPLIES	\$200
Obj 225	LANDSCAPING MATERIALS - This is for any landscaping costs at the city park.	\$500
Obj 228	MISC REPAIRS & MAINT SUPPLIES	\$250
Obj 370	Park and Rec Expenses	\$700

Obj 371	NON-RESIDENT REIMBURSEMENT -	\$1,000
Obj 381	ELECTRIC - Lights and the warming house at the park.	\$700

Obj 382	WATER - For hockey rink flooding	\$300
Obj 383	GAS UTILITIES - Warming house gas expense.	\$1,200

Obj 384	REFUSE DISPOSAL	\$0
Obj 391	TELEPHONE- City owns prepaid cell phone for use in warming house	\$100

Obj 403	MOWER REPAIR	\$1,500
Obj 412	WARMING HOUSE REPAIR. For repairs/ maintenance of the warming house.	\$100
Obj 427	PORTA POTTY RENTAL	\$800
Obj 403	MISC	\$300

DEPT 48100 DEVELOPMENT

Obj 306	CONSULTING FEES - Ehlers & Associates	\$14,000
Obj 442	MISCELLANEOUS EXPENSES	\$0

**CITY OF LAUDERDALE
2011 BUDGET NARRATIVE
FUNDS 201-602**

FUND 201 COMMUNITY EVENTS

REVENUE:

34785	FUN RUN / WALK	\$100
34786	WINTER EVENT	\$0
34787	GARAGE SALE - flyer advertisements	\$50
34788	DAY IN THE PARK	\$1,500
34789	MUSIC UNDER THE TREES	\$400
34790	OTHER EVENTS	\$0
34791	POP SALES	\$0
34792	T-SHIRT SALES	\$100
34795	HALLOWEEN EVENT	\$700
36211	INVESTMENT INTEREST	\$100
36255	MISC. - HISTORY BOOK SALES	\$100
39200	INTERFUND OPERATING TRANSFERS	\$0

EXPENDITURES:

45600-		\$100
202	PERMANENT SUPPLIES	\$100
369	MUSIC UNDER THE TREES - bands and refreshments for two events	\$400
270	OTHER EVENTS	\$0
273	T-SHIRTS	\$0
375	WINTER EVENT	\$250
376	GARAGE SALE	\$0
377	DAY IN THE PARK	\$1,800
378	NATIONAL NIGHT OUT - for barricades	\$150
379	HALLOWEEN	\$500
380	FUN RUN / WALK	\$100
440	MEETING EXPENSES - PCIC meeting pizza	\$250

FUND 203 RECYCLING

REVENUE

36100 SPECIAL ASSESSMENTS- Fee assessed to property taxes for recycling services. Rate: \$29.45 per year. \$29.45 x 1,178 units
\$35,000

33622 COUNTY GRANTS - SCORE GRANT -
\$5,000

2007: \$4,378
 2008: \$4,758
 2009: \$4,866
 2010: \$4,926

36211 INVESTMENT INTEREST
\$1,000

36255 MISC. REVENUE
 39200 INTERFUND OPERATING TRANSFERS

EXPENDITURES

50000-
 101 REGULAR FULL TIME EMPLOYEES
 121 PERA
 122 FICA
 131 GROUP INSURANCE
 151 WORK COMP
 202 PERMANENT SUPPLIES - such as recycling bins
 327 OTHER - County Waste Management Assessment
 389 RECYCLING CONTRACT
\$5,606
\$406
\$429
\$840
\$44
\$100
\$350
\$26,500

FUND 304 2003 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

This debt service fund finances the bonds from the 2003 Street and Utility Project.

REVENUE

36100	SPECIAL ASSESSMENTS	\$37,000
36102	PENALTIES & INTEREST	\$9,000
36211	INVESTMENT INTEREST	\$4,000
39200	TRANSFERS – From TIF fund to cover bond debt.	\$0

Project Year 2001 2002 2003

Debt Service Fund	303	304
Projected Assessment Balance	\$57,352	\$32,768
Assessment Years Remaining	2	3
Projected Annual Collection	\$28,676*	\$10,923
Principal Outstanding (Jan. 1, 2011)	NA	\$515,000
Final Payment (Feb. 1, 20XX)	NA	\$510,000

*After repayment of the 2002A series bonds in 2011, the special assessments from project year 2001 will be deposited in the general fund. Year 2002 assessments will be deposited into the 2003 debt service fund.

EXPENDITURES

601	BOND PRINCIPAL	\$100,000
611	BOND INTEREST	\$15,405
621	FILE MAINTENANCE CHARGES	\$800

FUND 402 GENERAL CAPITAL IMPROVEMENTS

REVENUE

36211 INVESTMENT INTEREST
 39200 TRANSFERS

\$1,500

EXPENDITURES

48000-	LAND	\$0
520	BUILDINGS	\$1,000
521	CITY GARAGE	\$0
523	WARMING HOUSE	\$0
531	OFFICE EQUIPMENT	\$0
535	HVAC	\$0
538	COMPUTERS	\$0
540	MACHINERY AND EQUIPMENT	\$0
543	TRACTOR	\$30,000
562	TRUCK	\$0

HISTORY OF RECENT EXPENDITURES:

1998:	CITY HALL ROOF
1999:	CITY HALL REMODEL, NEW ONE-TON TRUCK
2000:	OFFICE COPIER
2001:	BOBCAT
2002:	SNOW BLOWER
2003:	NONE
2004:	SOCIAL ROOM WINDOWS AND LIGHTING
2004:	PURCHASED WALSH LAKE PROPERTY
2004:	WARMING HOUSE HEATER
2005:	NEW CITY TRUCK & PLOW
2006:	NEW PHONE SYSTEM
2006:	NEW SOCIAL ROOM FURNACE
2006:	NEW JOHN DEERE TRACTOR
2007:	SOCIAL ROOM FLOOR
2009:	WARMING HOUSE ROOF
2010:	PLAYGROUND EQUIPMENT

FUND 405 TIF PROJECTS

REVENUE

36211 INVESTMENT INTEREST \$4,000
 31050 TAX INCREMENT \$135,000
 31051 DELINQUENT TAX INCREMENT \$0
 39200 TRANSFERS \$0

EXPENDITURES

48500- LEGAL FEES \$0
 305 OTHER IMPROVMENTS \$0
 325 OTHER SERVICES \$1,000
 327 TRANSFERS - Funds can be used for housing projects or debt service \$0
 710

FUND 407 SEWER IMPROVEMENTS

REVENUE

36211 INVESTMENT INTEREST \$5,500
 39200 INTERFUND OPERATING TRANSFERS \$0

EXPENDITURES

48407- 710 INTERFUND OPERATING TRANSFERS \$0

331	TRAVEL EXPENSES		\$200
361	GENERAL LIABILITY	Divided: 40% 101-41100-361 - Legislative 35% 101-41200-361 - Administration 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund 12.5% 602-49100-361 - Storm Sewer Enterprise Fund	\$1,700
382	WATER - at the Public Works Garage		\$100
387	MCES CHARGES - Wastewater Service		\$138,000
391	TELEPHONE/PAGER		\$250
		Divided: 50% 101-43000-391 - Public Works 25% 601-49000-391 - Sanitary Sewer Enterprise Fund 25% 602-49100-391 - Storm Sewer Enterprise Fund	
402	CITY TRUCK REPAIR/MAINTENANCE		\$100
		Divided: 80% 101-43000-402 - Public Works 10% 601-49000-402 - Sanitary Sewer Enterprise Fund 10% 602-49100-402 - Storm Sewer Enterprise Fund	
425	CLOTHING - Uniforms for public works employees		\$1,000
		Divided: 50% 601-49000-425 - Sanitary Sewer Enterprise Fund 50% 602-49100-425 - Storm Sewer Enterprise Fund	
442	MISC.		\$0
444	CONTINGENCY		\$0
501	DEPRECIATION		\$34,000
540	MACHINERY & EQUIPMENT - For safety equipment such as cones, etc.		\$0
554	SYSTEM REPAIRS (I/D)		\$5,000

361	GENERAL LIABILITY	Divided: 40% 101-41100-361 - Legislative 35% 101-41200-361 - Administration 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund 12.5% 602-49100-361 - Storm Sewer Enterprise Fund	\$1,700
391	TELEPHONE/PAGER	Divided: 50% 101-43000-391 - Public Works 25% 601-49000-391 - Sanitary Sewer Enterprise Fund 25% 602-49100-391 - Storm Sewer Enterprise Fund	\$300
402	CITY TRUCK REPAIR/MAINTENANCE	Divided: 80% 101-43000-402 - Public Works 10% 601-49000-402 - Sanitary Sewer Enterprise Fund 10% 602-49100-402 - Storm Sewer Enterprise Fund	\$1,000
425	CLOTHING - Uniforms for public works employees	Divided: 50% 601-49000-425 - Sanitary Sewer Enterprise Fund 50% 602-49100-425 - Storm Sewer Enterprise Fund	\$900
438	DUES & SUBSCRIPTIONS - Keep It Clean Program Member (SWPPP)		\$500
442	MISC. - Public Education		\$1,000
444	CONTINGENCY		\$0
501	DEPRECIATION		\$0
540	MACHINERY & EQUIPMENT - Including safety equipment		\$0
554	STORM SYSTEM REPAIRS		\$0

Property tax increases on commercial/industrial and apartment properties are trending lower than last year. Reductions in values for these types of property are now shifting taxes back to residential property. The median change in commercial/industrial property taxes in the County is + 3.4% or \$177. The median change in apartment property taxes in the County is + 3.2% or \$77.

Tax Appeals Available

Property owners can contest their 2010 market value or classification of their property (on which their 2011 taxes are based) by filing with the Minnesota Tax Court on or before April 30, 2011. The Tax Court has two divisions - the regular division, whose decisions may be appealed, and the small claims division, whose decisions are final. If the property is homestead, the appeal can be made to either division. Property owners were previously given the opportunity to appeal their values administratively, when value notices were mailed in March or at the County Board of Equalization in June.

The only other way that 2011 taxes can still be changed is by reducing the property tax levy itself. By attending the proposed budget and levy hearings, taxpayers can recommend reductions in each taxing authority's 2011 tax levy. If the final levies are reduced from the proposed levies, property taxes will be reduced accordingly.

Property Tax Relief

The legislature provides several different types of property tax relief. The homeowner's and renter's rebates are given to taxpayers whose property taxes are disproportionate to their income. A targeting refund is also available for homeowners whose taxes increase by more than 12% from the prior year. No income limits apply to this refund. Property owners file for the refunds using state form M1-PR that is sent out with state income tax instructions. The M1-PR form can also be obtained several ways. They are:

- at post offices, libraries and most banks;
- calling the Minnesota Department of Revenue at (651) 296-3781
- on the Internet at: <http://www.taxes.state.mn.us>;
- or by writing to:

Minnesota Tax Forms
Mail Station 1421
St. Paul, MN 55146-1421.

**Estimated Percentage Change in 2011 Property Tax
On Median Value Single Family Properties (as of 11/15/10)**

City	School	Payable 2010 City Median Taxable Value	Payable 2011 City Median Taxable Value	Median % Change In Value	Estimated % Change in Tax on Median Valued Home						Estimated Change From 2010 Total Tax
					County	City	School	Other	Total		
Arden Hills	621 623	\$278,800 "	\$276,000 "	-1.0% "	7.8% 7.9%	7.6% 7.7%	2.4% 3.1%	4.3% 4.4%	5.6% 6.2%	\$188 191	
Falcon Heights	623	264,200	254,550	-3.7%	4.7%	0.3%	0.2%	5.4%	2.5%	71	
Gem Lake	624	270,800	256,700	-5.2%	2.7%	4.0%	8.2%	-0.9%	4.6%	157	
Lauderdale	623	186,150	187,600	0.8%	10.7%	3.3%	5.0%	11.5%	7.4%	147	
Little Canada	623 624	228,000 "	222,300 "	-2.5% "	6.5% 6.3%	13.5% 13.3%	1.5% 11.7%	10.0% 9.8%	6.7% 9.7%	165 256	
Maplewood	622 623 624	205,400 " "	195,100 " "	-5.0% " "	3.2% 3.2% 3.1%	4.1% 4.2% 4.1%	1.4% -1.3% 8.7%	6.6% 6.7% 6.5%	3.1% 2.5% 5.3%	82 62 139	
Mounds View	621	186,300	176,300	-5.4%	2.4%	-4.3%	-2.5%	-0.2%	-1.2%	-31	
New Brighton	282 621	224,600 "	218,100 "	-2.9% "	5.7% 5.6%	3.0% 2.8%	8.5% 0.3%	2.3% 2.2%	5.9% 3.0%	183 87	
North Oaks	621 624	592,300 "	576,650 "	-2.6% "	5.3% 5.3%	4.5% 4.5%	0.2% 10.5%	1.6% 1.6%	3.0% 7.0%	199 451	
North St. Paul	622	180,000	167,150	-7.1%	0.4%	-2.2%	-1.2%	1.5%	-0.7%	-15	
Roseville	621 623	223,900 "	214,200 "	-4.3% "	3.8% 4.0%	5.1% 5.3%	-1.3% -0.6%	0.2% 0.4%	2.2% 2.7%	60 70	
St. Anthony	282	246,800	231,100	-6.4%	1.5%	0.5%	4.3%	-1.9%	1.9%	75	
St. Paul	625	168,100	155,500	-7.5%	0.5%	-3.4%	8.1%	-0.3%	1.8%	38	
Shoreview	621 623	262,200 "	249,350 "	-4.9% "	3.1% 3.2%	6.4% 6.5%	-1.9% -1.1%	0.0% 0.1%	1.9% 2.5%	63 75	
Spring Lake Park	621	191,350	181,300	-5.3%	2.5%	-5.0%	-2.4%	-0.1%	-1.6%	-45	
Vadnais Heights	621 624	245,300 "	230,600 "	-6.0% "	1.7% 1.7%	1.2% 1.3%	-3.2% 7.3%	-1.9% 5.1%	-0.3% 3.8%	-9 108	
White Bear Lake	624	196,200	186,450	-5.0%	3.1%	3.5%	8.9%	6.5%	5.5%	115	
White Bear Town	624	241,400	226,700	-6.1%	1.8%	20.1%	7.3%	5.2%	6.8%	183	

**Stratified Percentage Change and Change in Total Property Tax from 2010 to 2011
On All Residential Property
(Includes New Construction)**

City	School	Total # of Parcels	Decrease or 0	Number of Parcels With % Change in Tax					Median % Change
				0 to 10%	10% to 20%	20% to 30%	> 30%	% Change	
Arden Hills	621	2,480	745	1,714	8	3	10	6.6%	
	623	116	12	103	0	0	1	7.3%	
Blaine	621	-	0	0	0	0	0	0.0%	
Falcon Heights	623	1,302	400	879	14	1	8	3.4%	
Gem Lake	624	199	48	55	94	0	2	9.1%	
Lauderdale	623	653	53	483	26	86	5	7.4%	
Little Canada	623	2,651	1,086	1,306	219	7	33	2.1%	
	624	86	3	54	29	0	0	6.2%	
Maplewood	622	9,524	3,102	6,129	217	13	63	3.4%	
	623	1,910	1,260	599	14	19	18	-4.3%	
	624	104	7	84	10	0	3	9.5%	
Mounds View	621	3,266	1,696	1,537	10	6	17	-0.4%	
New Brighton	282	573	49	497	23	2	2	4.7%	
	621	5,725	1,712	3,955	35	14	9	1.7%	
North Oaks	621	1,299	473	804	7	5	10	3.6%	
	624	449	56	255	128	4	6	4.1%	
North St Paul	622	3,654	2,003	1,618	18	6	9	-1.3%	
Roseville	621	1,314	504	773	20	9	8	1.4%	
	623	9,914	2,790	6,771	269	40	44	3.1%	
Shoreview	621	8,811	3,673	4,971	133	4	30	2.1%	
	623	707	272	424	7	0	4	1.4%	
Spring Lake Park	621	69	26	43	0	0	0	1.1%	
St Anthony	282	448	51	278	114	3	2	3.5%	
St Paul	625	74,097	28,926	26,617	17,030	635	889	3.7%	
Vadnais Heights	621	396	78	316	2	0	0	3.9%	
	624	4,114	1,289	1,579	1,185	21	40	4.9%	
White Bear Lake	622	1	0	1	0	0	0	0.0%	
	624	7,802	2,096	3,726	1,937	12	31	4.5%	
White Bear Town	621	6	2	2	2	0	0	7.1%	
	624	4,512	1,094	2,042	1,342	11	23	6.2%	
Total		146,182	53,506	67,615	22,893	901	1,267	3.3%	
% of Total			36.6%	46.2%	15.7%	0.6%	0.9%		

Decrease or 0	Number of Parcels With Change in Total Property Tax							Median Tax Change
	\$1 to \$100	\$101 to \$200	\$201 to \$300	\$301 to \$400	\$401 to \$500	> Than \$500	% Change	
748	257	447	752	197	37	42	\$173	
13	8	32	39	12	7	5	203	
0	0	0	0	0	0	0	0	
402	231	470	156	27	5	11	108	
48	21	15	12	16	21	66	347	
54	30	398	151	12	2	6	151	
1,098	546	414	364	139	39	51	22	
4	32	2	18	8	7	15	230	
3,129	1,921	2,106	1,691	389	153	135	88	
1,264	254	257	85	22	11	17	-96	
7	9	82	1	0	2	3	172	
1,711	796	700	33	5	3	18	-10	
49	149	249	90	22	10	4	112	
1,761	1,900	1,351	477	167	34	35	50	
481	80	92	117	140	102	287	192	
66	31	22	74	97	48	111	318	
2,010	557	907	119	41	11	9	-30	
505	386	308	69	15	15	16	40	
2,884	2,846	2,422	1,274	265	83	140	68	
3,682	1,371	1,771	1,362	494	70	61	63	
273	186	98	83	38	16	13	37	
26	20	23	0	0	0	0	30	
52	153	181	27	6	8	21	140	
29,190	11,893	11,656	10,025	5,018	2,398	3,917	68	
78	99	102	81	32	1	3	133	
1,298	511	708	793	469	218	117	135	
1	0	0	0	0	0	0	0	
2,164	1,832	1,697	1,541	419	79	70	94	
2	0	1	2	0	1	0	192	
1,105	798	830	667	416	381	315	143	
54,105	26,917	27,341	20,103	8,466	3,762	5,488	\$72	
37.0%	18.4%	18.7%	13.7%	5.8%	2.6%	3.8%		

PROPOSED PAYABLE 2011 TAXABLE VALUES

GOVERNMENTAL UNIT	REAL PROPERTY	PERSONAL PROPERTY	TOTAL TAX CAPACITY	TAX INCREMENT TAX CAPACITY	FISCAL DISP. CONTRIBUTION	VALUE FOR LOCAL RATE	FINAL FD DISTRIBUTION	VALUE AFTER F.D. SHARING DISTRIBUTION	INITIAL FD DISTRIBUTION	TOTAL TMV	Referendum MV
ST. PAUL (Airport Only)	\$0	\$477,705	\$477,705	\$0	\$0	\$477,705	\$0	\$477,705	\$0	\$24,708,500	\$24,708,500
ST. PAUL (Non-Airport)	240,733,795	7,052,522	247,786,317	23,809,853	29,483,434	194,493,030	55,940,464	250,433,494	55,940,464	20,086,311,500	19,989,026,300
ARDEN HILLS	14,609,470	178,841	14,788,311	531,415	2,921,349	11,335,547	1,323,386	12,658,933	1,323,386	1,109,632,700	1,108,747,500
BLAINE (PART)	876,914	568	877,482	0	361,707	515,775	0	515,775	0	44,781,500	44,781,500
FAIRGROUNDS	0	10,627	10,627	0	2,098	8,529	0	8,529	0	694,600	694,600
FALCON HEIGHTS	4,255,866	52,800	4,308,666	373,181	169,327	3,766,158	1,102,866	4,869,024	1,102,866	397,758,400	396,194,100
GEM LAKE	1,228,045	10,740	1,238,785	0	137,239	1,101,546	21,098	1,122,644	21,098	99,327,600	97,690,200
LAUDERDALE	2,072,083	28,596	2,100,679	164,353	186,759	1,749,567	417,925	2,167,492	417,925	173,976,500	173,920,500
LITTLE CANADA	11,538,732	130,756	11,669,488	1,041,166	2,005,200	8,623,122	1,603,839	10,226,961	1,603,839	904,639,300	901,918,900
MAPLEWOOD	44,944,337	488,531	45,432,868	485,260	6,841,593	38,106,015	5,584,081	43,690,096	5,584,081	3,526,893,800	3,508,556,400
MOUNDVIEW	11,999,387	132,487	12,131,874	2,768,590	2,162,094	7,201,190	2,504,999	9,706,189	2,504,999	937,353,600	934,204,200
NEW BRIGHTON	22,479,010	330,682	22,809,692	3,851,276	2,714,806	16,243,610	3,577,361	19,820,971	3,577,361	1,915,374,400	1,906,281,000
NORTH OAKS	12,984,802	92,005	13,076,807	0	295,230	12,781,277	256,324	13,038,601	256,324	1,167,510,200	1,157,127,100
NORTH ST. PAUL	8,839,126	86,150	8,925,276	302,557	758,406	7,864,313	2,271,311	10,135,624	2,271,311	795,649,800	789,474,600
ROSEVILLE	54,873,102	543,213	55,416,315	1,866,047	10,305,372	43,245,896	4,157,754	47,403,650	4,157,754	4,101,048,500	4,089,293,700
ST. ANTHONY (PART)	3,638,143	19,240	3,657,383	1,352,511	434,389	1,870,483	470,468	2,340,951	470,468	276,642,900	275,200,400
SHOREVIEW	32,548,772	276,239	32,825,011	1,792,311	3,269,135	27,763,565	3,144,385	30,907,950	3,144,385	2,844,655,500	2,839,485,000
SPRING LAKE PK.(PART)	130892	766	131,658	0	2,617	129,041	23,382	152,423	23,382	12,710,900	12,710,900
VADNAIS HEIGHTS	17,446,804	241,454	17,688,258	2,159,829	2,811,526	12,716,903	1,762,947	14,479,850	1,762,947	1,404,784,500	1,404,748,400
WHITE BEAR LAKE(PART)	25,678,806	434,927	26,113,733	674,207	2,990,454	22,449,072	3,678,412	26,127,484	3,678,412	2,187,368,200	2,179,439,400
WHITE BEAR TOWN	14,110,647	75,463	14,186,110	735,027	1,377,178	12,073,905	1,453,065	13,526,970	1,453,065	1,248,639,000	1,238,146,100
SUBURBAN TOTAL	\$284,254,638	\$3,134,085	\$287,388,723	\$18,096,730	\$39,746,479	\$229,545,514	\$3,352,603	\$262,898,117	\$3,352,603	\$23,153,440,900	\$23,058,614,500
COUNTY TOTAL	\$524,988,433	\$10,664,312	\$535,652,745	\$41,906,583	\$69,229,913	\$424,516,249	\$9,293,067	\$513,809,316	\$9,293,067	\$43,264,460,900	\$43,072,349,300

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent _____

Public Hearing _____

Discussion

Action

Resolution _____

Work Session _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

When setting the 2010 budget, \$400,000 in TIF dollars was transferred to Fund 303 (the 2002 debt service fund) and \$200,000 to Fund 304 (the 2003 debt service fund) to fully fund the remaining bonded debt before the TIF district expired in 2011. The County recently confirmed that the City did not receive tax increment from the Rosehill TIF district until 1988 instead of 1986. This means the 25-year TIF district can remain open through 2013 instead of 2011.

Due to the extension of the TIF district, the entire \$200,000 transfer into the 2003 debt service account is no longer necessary. The Council simply has to move enough TIF money into the 2003 debt service fund to bridge the gap between the remaining debt and anticipated revenue through assessments and investment earnings.

The following is a breakdown of anticipated revenues and expenses for the 2003 debt service fund (Fund 304). For the most part, the expenses are known with the exception of the bank fees. On the revenue side, the interest earned from assessments and investment interest will fluctuate as residents continue to prepay assessments. Overall, this shows that a \$100,000 TIF transfer would come close to funding the remaining 2003 project debt service.

<i>Anticipated Revenue</i>	<i>Anticipated Expenses:</i>
Current Balance: \$283,826	2011 Bond Payment \$100,000
2002 Year Assessments \$32,500	2011 Bond Interest \$15,405
2002 Year Assessment Int. \$4,000	2012 Bond Payment \$100,000
2003 Year Assessments \$95,000	2012 Bond Interest \$12,330
2003 Year Assessment Int. \$12,300	2013 Bond Payment \$100,000
Interest Earnings \$16,000	2013 Bond Interest \$9,105
	2014 Bond Payment \$105,000
	2014 Bond Interest \$5,620
Total Anticipated Revenue \$443,626	2015 Bond Payment \$105,000
	2015 Bond Interest \$1,890
	US Bank Fees (\$800/year) \$3,200
	Total Anticipated Expenses \$557,500

COUNCIL ACTION:

STAFF RECOMMENDATION:
Motion to adopt Resolution 112310A - A Resolution Amending the 2010 Adopted Budget.

OPTIONS:

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Reducing the budgeted transfer to \$100,000 takes into consideration the following course of action for use of the outstanding special assessments:

- Continue to deposit project year 2000 assessments into the General Fund (FY 2011 remaining - approximately \$18,950 plus interest). If this leads to a healthy fund balance at year end, the money would be transferred to the street and park funds as usual.
- Deposit 2001 assessments into the General Fund (FYs 2011 and 2012 remaining - approximately \$57,000 plus interest). If this leads to a healthy fund balance at year end, the money would also be transferred to the street and park funds.
- Deposit 2002 assessments into the debt service fund for the 2003 project year. (FYs 2011, 2012, and 2013 remaining - approximately \$32,500 plus interest).
- Continue to deposit 2003 assessments into the debt service fund for the 2003 project year. (FYs 2011, 2012, 2013, and 2014 remaining - approximately \$95,000 plus interest).

The attached resolution is needed to reduce the original budgeted transfer amount. That can be adopted tonight if the Council would like to proceed with the plan outlined above.

RESOLUTION 112310A

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

A RESOLUTION AMENDING THE 2010 ADOPTED BUDGET

WHEREAS, the City has funds from the Rosehill TIF District that can be used for debt service; and

WHEREAS, the City Council budgeted for a transfer of \$200,000 from the 405 TIF Project Fund in the 2010 budget to fund the 2003 debt service; and

WHEREAS, after further considerations, the budgeted amount may be reduced to \$100,000 and still adequately fund the debt service through the final bond payment in 2015.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Lauderdale, that the original budgeted transfer of \$200,000 from Fund 405 TIF Project Fund to Fund 304 2003 Improvements Debt Service Fund be reduced to \$100,000 for budget year 2010.

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

ss

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on Tuesday, November 23, 2010, 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 23rd day of November, 2010.

Jeff Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator



LAUDERDALE COUNCIL	ACTION REQUESTED
MEETING DATE November 23, 2010	Consent _____
ITEM NUMBER Event Supporters	Special Hearing _____
STAFF INITIAL Jim	Report _____
APPROVED BY ADMINISTRATOR _____	Discussion/Action <input checked="" type="checkbox"/> _____
	Resolution _____
	Work session _____

BACKGROUND:

The City Council has to formally accept donations to the city. Donations for city events happen throughout the year, but for simplicity, staff created one memo listing the following organizations and businesses that donated money, goods, services, or time towards city events this year.

City-Wide Garage Sale Financial Supporters:

Moose Giannetti - Coldwell Banker Burnet Realty

Music Under the Trees Series Financial Supporters:

Hamline Auto Body, Schwan's

Fun Run/Walk Financial Supporters:

Lauderdale Wellness Center, FinnSisu, FinnLeo, Premier Health Chiropractic, Bruegger's Bagels, Lauderdale BP, Personal Fitness Systems, Tim & Tom's Speedy Market

Day in the Park Financial Supporters:

Hamline Auto Body, Xcel Energy, Blue Chip Tree Service, Christmas in August - Peace Lutheran Church, Nelson Financial Services, Int'l Union of Operating Engineers - Local No. 70, James Roehrenbach - State Farm Insurance, Moose Giannetti - Coldwell Banker Burnet Realty, Lauderdale Wellness Center, Goodmansson Construction

Day in the Park Contributors of Goods or Services:

Falcon Heights-Lauderdale Lions Club, Northern Lights 4H Club, Twin City Chinese Christian Church, Single Volunteers of the Twin Cities, Peace Lutheran Church, Super USA, Lauderdale Wellness Center, Ctv15 Community Television, Roseville Park & Recreation Department

Halloween Supporters - Candy and Money:

Lauderdale Residents, Police Captain Dominic Cotroneo

Other Volunteers

Park & Community Involvement Committee, residents, community members, council members, staff

OPTIONS:

- 1) Accept donations and thank volunteers.
- 2) Do not accept donations and thank volunteers.

STAFF RECOMMENDATION:

- 1) Motion to accept donations and thank the volunteers of the 2010 Fun Run/Walk, Day in the Park, and Halloween Party.


COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Brian left in August 2008 and time has flown since then. I was officially hired as the permanent city administrator in November 2008. The employment agreement signed at the time was for two years. It seems like a good time to discuss my past performance and look ahead to the future. I am not entirely certain how the Council evaluated previous city administrators. I am open to however you prefer to do it. The attached evaluation may be familiar to you. I am open to using it or simply having a discussion.

I also attached the employment agreement signed two years ago.

Meeting Date	November 23, 2010	
ITEM NUMBER	Performance Evaluation	
STAFF INITIAL		
APPROVED BY ADMINISTRATOR		

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

**CITY OF LAUDERDALE
PERFORMANCE EVALUATION**

Date: _____
Dept: _____
Employee Name: _____
Position Title: _____
Evaluation Period From: _____

CRITERIA # 1: KNOWLEDGE OF WORK

Evaluate the job-related "know how" and skills of the position. To what extent does the employee understand all aspects of the job requirements?

COMMENTS

RATING

- _____ Outstanding
- _____ Consistently Exceeds Requirements
- _____ Meets Requirements (Satisfactory)
- _____ Occasionally Meets Requirements
- _____ Consistently Does Not Meet Requirements
- _____ Unsatisfactory

CRITERIA # 2: QUALITY OF WORK

How skillfully does the employee perform the duties and tasks of the position? Consider neatness and accuracy of detail. To what extent does the employee's performance meet the standards of the position?

COMMENTS

RATING

— Outstanding

— Consistently Exceeds Requirements

— Meets Requirements (Satisfactory)

— Occasionally Meets Requirements

— Consistently Does Not Meet Requirements

— Unsatisfactory

CRITERIA # 3: PLANNING/ORGANIZATION OF WORK, PRODUCTIVITY

Consider the extent to which the employee makes optimum use of time and completes the required task. Does the employee meet schedules and deadlines in a timely manner? Evaluate the employee's accomplishment of workload in order of established priority.

COMMENTS

RATING

— Outstanding

— Consistently Exceeds Requirements

— Meets Requirements (Satisfactory)

— Occasionally Meets Requirements

— Consistently Does Not Meet Requirements

— Unsatisfactory

Appraise the employee's ability and readiness to accept responsibility in assignment of duties. Does the employee reach sound opinions and decisions? Consider ability to work independently. Does the employee apply abilities to resolve issues and problems?

COMMENTS

RATING

___ Outstanding

___ Consistently Exceeds Requirements

___ Meets Requirements (Satisfactory)

___ Occasionally Meets Requirements

___ Consistently Does Not Meet Requirements

___ Unsatisfactory

___ Unsatisfactory

___ Consistently Does Not Meet Requirements

___ Occasionally Meets Requirements

___ Consistently Exceeds Requirements

___ Meets Requirements (Satisfactory)

___ Outstanding

RATING

COMMENTS

Consider adherence to scheduled work hours or accepted work schedule. Is the employee punctual? Evaluate attendance record. Does the employee exemplify personal grooming which is compatible with job requirements, projecting an image of professionalism relative to assigned responsibilities?

CRITERIA # 5: DEPENDABILITY, PUNCTUALITY AND PERSONAL NEATNESS

CRITERIA # 4: INITIATIVE AND JUDGMENT

Evaluate the employee's ability to work with others. Consider how well the employee performs job responsibilities while working harmoniously and courteously with others. Does the employee demonstrate cooperation in accomplishing individual and team goals?

COMMENTS

RATING

— Outstanding

— Consistently Exceeds Requirements

— Meets Requirements (Satisfactory)

— Occasionally Meets Requirements

— Consistently Does Not Meet Requirements

— Unsatisfactory

CRITERIA # 6: INTERPERSONAL RELATIONS

Appraise the extent to which the employee informs others as to problems, issues, methods, results and other aspects of position responsibilities, so that high levels of productivity are encouraged through interchange of information and knowledge.

COMMENTS

RATING

— Outstanding

— Consistently Exceeds Requirements

— Meets Requirements (Satisfactory)

— Occasionally Meets Requirements

— Consistently Does Not Meet Requirements

— Unsatisfactory

CRITERIA # 7: COMMUNICATION

CRITERIA # 8: SAFETY AWARENESS

Consider the degree to which the employee demonstrates regard and awareness of safety practices in relation to self, others and property. Assess employee's observation of approved safety practices and respect for equipment.

COMMENTS

RATING

____ Outstanding

____ Consistently Exceeds Requirements

____ Meets Requirements (Satisfactory)

____ Occasionally Meets Requirements

____ Consistently Does Not Meet Requirements

____ Unsatisfactory

CRITERIA # 9: ADHERENCE TO QUALITY CUSTOMER SERVICE

Consider the degree to which the employee performs the job responsibilities and duties with attention to providing a high level of awareness of service satisfaction to the citizens of the City. Does the employee respond to citizen requests and inquiries in a timely and courteous manner. Does the employee exemplify the organizational commitment to quality customer service?

COMMENTS

RATING

____ Outstanding

____ Consistently Exceeds Requirements

____ Meets Requirements (Satisfactory)

____ Occasionally Meets Requirements

____ Consistently Does Not Meet Requirements

____ Unsatisfactory

REMEDIAL ACTIVITIES

Actions which supervisor and employee have agreed upon to correct performance evaluation rated unsatisfactory or below expectations.

1.

2.

3.

DEVELOPMENT ACTIVITIES

Action which supervisor and employee agreed upon to further employee professional development.

1.

2.

3.

GOALS

COMMENTS

RATING

____ Outstanding

____ Consistently Exceeds Requirements

____ Meets Requirements (Satisfactory)

____ Occasionally Meets Requirements

____ Consistently Does Not Meet Requirements

____ Unsatisfactory

OVERALL PERFORMANCE RATING

Was the position description reviewed during the conference?
Yes No

Position description is current Needs revision

This form was reviewed by _____ and _____
(Employee Initials) (Appraisers Signature/Title)

Acknowledged _____
(City Administrator Initials) (Date)

EMPLOYMENT AGREEMENT

This **AGREEMENT** is entered into this 25th day of November 2008, by and between the City of Lauderdale, (hereinafter referred to as "City") and Heather Butkowski-Himrichs, (hereinafter referred to as "Employee").

WITNESSETH:

WHEREAS, the City desires to appoint Heather Butkowski-Himrichs to the position of City Administrator under the terms and conditions set forth herein; and

WHEREAS, Heather Butkowski-Himrichs wishes to accept the City's offer of employment as City Administrator under the terms and conditions set forth herein,

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. Duties

The City hereby agrees to employ Employee as the full-time City Administrator of Lauderdale to perform the functions and duties of City Administrator as specified in the attached job description and to perform such other legally permissible and proper functions and duties as the City Council from time to time shall assign.

Section 2. Term

A. The Employee shall serve from December 1, 2008, through December 31, 2010. This agreement shall extend for an additional two-year period on the same terms and conditions as specified herein unless written notice of intent not to renew is given by either party to the other within 90 days before the expiration of any such two-year period.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to voluntarily resign at any time from the position of City Administrator, subject only to the provisions set forth herein. In the event the Employee does voluntarily resign her position with the City, she shall give the City 30 days advanced written notice thereof, unless otherwise agreed by the parties.

Section 3. Termination and Severance Pay

A. The City may discharge the Employee only by a majority vote of the full City Council. If a vacancy exists on the Council, the vacancy shall not be counted in determining the full City Council.

B. In the event the Employee is terminated for any reason by the City Council, she shall be paid a lump sum cash payment equal to six months of aggregate salary and benefits at the time of her termination including any unused vacation that would be paid.

C. If the Employee has been charged with a felony, then at the discretion of the City Council, the Employee may not be entitled to any lump sum payments whatsoever.

Section 4. Compensation

- A. Beginning December 1, 2008, the Employee shall receive a salary of \$64,314.68 annually. That will be adjusted to \$66,887.26 beginning January 1, 2009.
- B. Thereafter, the City Administrator's wage, upon Council approval, will be adjusted per the step schedule. Additionally, the City Council shall conduct a performance review of the Employee before November 30 each year. The City Council may consider a merit increase based on the Employee's overall performance.
- C. The City Council and the Employee shall develop a mutually agreeable method by which to conduct an evaluation and what criteria shall be used in the evaluation. Upon request of the Employee, and in agreement with the City Council, the City shall consider contracting with an outside neutral party to assist in the development of the process and criteria.

Section 5. Dues, Subscriptions, and Registration Expenses

The City agrees to budget for and to pay the professional dues and subscriptions of the Employee necessary for her full participation in associations and organizations necessary and desirable for her continued professional growth and development. Such memberships include, but are not limited to the International City/County Managers Association (ICMA), Minnesota City/County Managers Association (MAMA), and Metropolitan Administrator and Managers Association.

Section 6. Mileage and Subsistence

The City recognizes the Employee is required to attend meetings in the Twin Cities metropolitan area in her official capacity and agrees to reimburse the Employee for mileage and reasonable subsistence expenses within the guidelines established by the City Council.

Section 7. Vacation and Sick Leave

The Employee shall continue to earn vacation and sick leave at the current level and shall advance in accrual rates based on City policy.

Section 8. Insurance

The City will pay the cost of hospital, medical, and life insurance for the Employee in the same amount it pays for other union and non-union City employees.

Section 9. Other Terms and Conditions of Employment

A. All provisions of City Ordinances, personnel policies, and regulations relating to vacation and sick leave; retirement and pension system contributions; holidays; and other fringe benefits and working conditions shall apply to Employee as they would to other employees of the City except as provided herein.

B. Notwithstanding anything else in this Agreement to the contrary, the City Council may fix, from time to time, such terms of employment regarding the Employee, provided such terms are not inconsistent with or in conflict with the provisions of this agreement, any other law, or ethics requirements established by the International City/County Management Association.

C. The employment provided by this Agreement shall be for the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employee and the City, the Employee may accept teaching, consulting, or other business opportunities with the understanding that such arrangements shall not constitute interference with or a conflict of interest with her responsibilities under this agreement or present a potential violation of the ICMA Code of Ethics.

Section 10. Defense of Employee

The City agrees to defend the Employee in any civil action arising out of the Employee's performance of her duties in accordance with the requirements of state law.

Section 11. General Provisions

A. This document constitutes the entire Agreement between the parties. This Agreement shall be interpreted under the Laws of Minnesota.

B. If any provision or portion thereof contained in this Agreement shall be held unconstitutional, invalid or unenforceable, the remainder of this Agreement shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS THEREOF, the parties have signed and executed this Agreement, both in duplicate, on the day and year first above written.

The City of Lauderdale

Employee

Jeffrey E. Dains, Mayor

Heather Butkowski-Hinrichs