

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, DECEMBER 14, 2010**  
**LAUDERDALE CITY HALL, 1891 WALNUT STREET**

1. **ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVALS**
  - a. Minutes of the November 23, 2010, City Council Meeting
  - b. Claims Totaling \$149,379.66
4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL**
5. **CONSENT**
  - a. 2011 Rental Housing Licenses
  - b. 2011 Business Licenses
  - c. Deputy Clerk Probationary Period
6. **SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS**
7. **REPORTS**
  - a. Cor Wilson
8. **PUBLIC HEARINGS** Public hearings are conducted so that the public affected by a proposal can have input into the decision.
  - a. 2011 Budget and Levy Public Hearing
9. **DISCUSSION / ACTION**
  - a. 2011 Budget and Levy Discussion / Adoption
  - b. David Gardner, 2311 Ione, Pavers Request
  - c. Harvey Skow, 1931 Carl, Property Tax Compensation for Easement Area
  - d. Rink Attendant Hires and Compensation
  - e. City Administrator Contract & Compensation
10. **ITEMS REMOVED FROM THE CONSENT AGENDA**
11. **ADDITIONAL ITEMS**
12. **SET AGENDA FOR NEXT MEETING**
  - a. 2011 City Council Meeting Schedule
  - b. 2011 Fee Schedule
  - c. 2011 Depository and Investment Institutions
  - d. 2011 Investment Policy
  - e. 2011 Committee Appointments
  - f. 2011 Designation of Official Newspaper
  - g. 2011 Mayor Pro Tem
  - h. TIF to Project Year 2002 Debt Service Transfer
13. **WORK SESSION**
  - a. Follow Up to December 9 Meeting with Business Community
14. **ADJOURN**

FILE

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

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November 23, 2010

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

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

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant to the City Administrator.

Mayor Dains asked for changes to the meeting agenda. There being none, **Councilor Mac Lean moved to approve the agenda. Councilor Gaasch seconded the motion and it passed unanimously.**

**Councilor Gaasch moved to approve the November 9, 2010, City Council meeting minutes. Councilor Mac Lean seconded the motion and it passed unanimously.**

**Councilor Mac Lean moved approval of the claims totaling \$36,719.86. Councilor Grove seconded the motion and it passed unanimously.**

Mayor Dains asked if anyone in attendance wished to address the Council. No one present wished to do so.

Mayor Dains asked if councilors wished to remove items from the consent agenda. There being no one, **Councilor Gaasch moved the following consent agenda items: 2011 rental housing licenses, 2011 business licenses, and October's finances. Councilor Mac Lean seconded the motion and it passed unanimously.**

Butkowski said the new playground equipment had been successfully installed and the wood chips would be delivered shortly.

Butkowski informed the Council that the meeting with business owners to discuss municipal liquor store options was set for December 9 at 10:00 a.m. An invitation was sent to all Lauderdale business owners.

Previously, the City Council elected to continue participating in the Livable Communities Program through 2020. In addition to the resolution already adopted, the Council must adopt a Housing Action Plan. The materials presented were largely drawn from the most recent Comprehensive Plan. The Plan affirms that the City will do the best it can to achieve 23 to 35 new units of affordable housing and 35 to 95 units of lifecycle housing by 2020.

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
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**Councilor Mac Lean moved to adopt the 2011-2020 Livable Communities Housing Action Plan. Councilor Gaasch seconded the motion and it passed unanimously.**

The Council reviewed the proposed budget and levy. Since September, the County increased the city's overall property value which reduced the tax rate slightly. The property tax notices sent by the County show the owner of a median value home will see a 10.7% county tax increase, a 3.3% city tax increase, a 5.0% school tax increase, and an 11.5% "other" tax increase. Overall, the owner of a median value home can expect a \$147 tax increase. *The Council will take public comment on the budget and levy at the next meeting.*

Last year's budget included a \$200,000 transfer from the TIF Project Fund to the 304 Debt Service Fund (2003 road project). As the TIF district will last two years longer than anticipated, staff compared the debt service fund's anticipated revenue (special assessments and investment interest) to anticipated expenditures. Staff concluded that the transfer could be lowered to \$100,000 if the Council pledges the remaining special assessments from the 2002 and 2003 street projects to Fund 304 after the 2002A series bonds are retired in February 2011.

**Councilor Gaasch moved to adopt Resolution 112310A – A Resolution Amending the 2010 Adopted Budget. Councilor Mac Lean seconded the motion and it passed unanimously.**

Butkowski said the City must formally accept all donations. While those that donate are thanked earlier in the year, the formal thank you happens once at year end. Councilor Mac Lean read the list of those that gave generously in 2010 in support of Day in the Park, the Fun Run/Walk, Halloween, the City-Wide Garage Sale, and Snow Commotion.

**Councilor Mac Lean moved to accept donations and thank the volunteers of the city's events in 2010. Councilor Gaasch seconded the motion and it passed unanimously.**

Butkowski reviewed the preliminary agenda for the next meeting, which included a public hearing and discussion prior to adopting the 2011 budget and levy and a presentation by Cor Wilson from the cable commission.

David Gardner, 2311 Ione Street, addressed the Council. He explained that he would like to construct a walkway made from pavers which the current ordinance doesn't allow. He said he will present his request to change the ordinance at the next meeting.

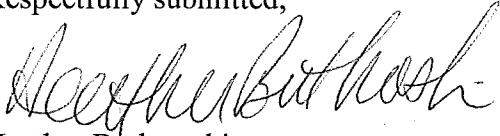
Mayor Dains explained the Council was moving into closed session to discuss the city administrator's performance, time being 8:15 p.m. Shortly thereafter, Councilor Grove left the meeting.

LAUDERDALE CITY COUNCIL  
MEETING MINUTES  
Lauderdale City Hall  
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Lauderdale, MN 55113

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**The Council returned from Closed Session at 8:43 p.m. There being no further business on the council agenda, Councilor Mac Lean moved to adjourn the meeting. Councilor Gaasch seconded the motion and it carried. The meeting adjourned at 8:44 p.m.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Heather Butkowsky".

Heather Butkowsky  
City Administrator

**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**December 14, 2010 City Council Meeting**

<u>Payroll</u>		
11/26/10 Payroll:	Direct Deposit #501063-501072	\$7,543.19
11/26/10 Payroll:	Payroll liabilities, e-payments # 502E-505E	\$7,103.72
12/10/10 Payroll:	Direct Deposit # 501073-501077	\$6,089.17
12/10/10 Payroll:	Payroll liabilities, e-payments # 506E-508E	\$5,951.63
<u>Vendor Claims</u>		
12/14/10 Claims	Check #'s 20517-20539	\$122,691.95
		<b>SUBTOTAL \$149,379.66</b>

<b>Total Claims for Approval</b>	<b>\$149,379.66</b>
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CITY OF LAUDERDALE

11/29/10 11:43 AM

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Payments

Current Period: NOVEMBER 2010

Batch Name	112610pay	User Dollar Amt	\$7,103.72	
	Payments	Computer Dollar Amt	\$7,103.72	
			\$0.00	In Balance
Refer	1775 NORTH STAR BANK, CHECKING S	Ck# 000502E	11/29/2010	
Cash Payment	G 101-21701 FEDERAL TAXES		11/26/10 payroll	\$924.33
Invoice			11/29/2010	
Cash Payment	G 101-21703 FICA WITHHOLDING.		11/26/10 payroll	\$1,919.60
Invoice			11/29/2010	
Transaction Date	11/29/2010	NORTH STAR CHEC	10100	<b>Total</b> \$2,843.93
Refer	1776 ICMA RETIREMENT TRUST - 457	Ck# 000503E	11/29/2010	
Cash Payment	G 101-21705 ICMA RETIREMENT		11/26/10 payroll	\$1,950.66
Invoice			11/29/2010	
Transaction Date	11/29/2010	NORTH STAR CHEC	10100	<b>Total</b> \$1,950.66
Refer	1777 PERA	Ck# 000504E	11/29/2010	
Cash Payment	G 101-21704 PERA		11/26/10 payroll	\$1,429.55
Invoice			11/29/2010	
Transaction Date	11/29/2010	NORTH STAR CHEC	10100	<b>Total</b> \$1,429.55
Refer	1778 MN DEPARTMENT OF REVENUE	Ck# 000505E	11/29/2010	
Cash Payment	G 101-21702 STATE WITHHOLDING		11/26/10 payroll	\$879.58
Invoice			11/29/2010	
Transaction Date	11/29/2010	NORTH STAR CHEC	10100	<b>Total</b> \$879.58

Fund Summary

	10100 NORTH STAR CHECKING	
101 GENERAL		\$7,103.72
		\$7,103.72

Pre-Written Checks	\$7,103.72
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$7,103.72</b>

CITY OF LAUDERDALE

12/09/10 2:41 PM

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Payments

Current Period: DECEMBER 2010

Batch Name	121010pyroll	User Dollar Amt	\$5,951.63
	Payments	Computer Dollar Amt	\$5,951.63
			\$0.00 In Balance
Refer	1803 NORTH STAR BANK, CHECKING S	Ck# 000506E 12/9/2010	
Cash Payment	G 101-21701 FEDERAL TAXES	12/10/10 payroll	\$854.89
Invoice	12/10/2010		
Cash Payment	G 101-21703 FICA.WITHHOLDING.	12/10/10 payroll	\$1,732.50
Invoice	12/10/2010		
Transaction Date	12/9/2010	NORTH STAR CHEC 10100	<b>Total</b> \$2,587.39
Refer	1804 ICMA RETIREMENT TRUST - 457	Ck# 000507E 12/9/2010	
Cash Payment	G 101-21705 ICMA RETIREMENT	12/10/10 payroll	\$1,950.66
Invoice	12/10/2010		
Transaction Date	12/9/2010	NORTH STAR CHEC 10100	<b>Total</b> \$1,950.66
Refer	1805 PERA	Ck# 000508E 12/9/2010	
Cash Payment	G 101-21704 PERA	12/10/10 payroll	\$1,413.58
Invoice	12/10/2010		
Transaction Date	12/9/2010	NORTH STAR CHEC 10100	<b>Total</b> \$1,413.58

Fund Summary

	10100 NORTH STAR CHECKING	
101 GENERAL		\$5,951.63
		\$5,951.63

Pre-Written Checks	\$5,951.63
Checks to be Generated by the Compute	\$0.00
<b>Total</b>	<b>\$5,951.63</b>

**CITY OF LAUDERDALE**  
**\*Check Detail Register©**

DECEMBER 2010

		Check Amt	Invoice	Comment
<b>10100 NORTH STAR CHECKING</b>				
Paid Chk#	020517	12/10/2010	<b>AFSCME</b>	
	G 101-21709	UNION DUES	\$100.96	11/10 union dues
		<b>Total AFSCME</b>	<b>\$100.96</b>	
Paid Chk#	020518	12/10/2010	<b>CINTAS</b>	
	E 602-49100-425	CLOTHING	\$12.76	470553160 PW uniforms
	E 601-49000-425	CLOTHING	\$12.76	470553160 PW uniforms
	E 602-49100-425	CLOTHING	\$12.76	470560152 PW uniforms
	E 601-49000-425	CLOTHING	\$12.76	470560152 PW uniforms
	E 602-49100-425	CLOTHING	\$12.76	470563681 PW uniforms
	E 601-49000-425	CLOTHING	\$12.76	470563681 PW uniforms
	E 602-49100-425	CLOTHING	\$12.76	470567238 PW uniforms
	E 601-49000-425	CLOTHING	\$12.76	470567238 PW uniforms
		<b>Total CINTAS</b>	<b>\$102.08</b>	
Paid Chk#	020519	12/10/2010	<b>CITY OF FALCON HEIGHTS</b>	
	E 101-42100-321	FIRE CALLS	\$438.68	11/10 Fire Calls
		<b>Total CITY OF FALCON HEIGHTS</b>	<b>\$438.68</b>	
Paid Chk#	020520	12/10/2010	<b>CITY OF ROSEVILLE</b>	
	E 101-41200-306	CONSULTING FEES	\$453.33	0210557 11/10 IT Service
	E 101-41200-391	TELEPHONE/PAGERS	\$95.40	0210594 11/10 Phone services
	E 101-41200-306	CONSULTING FEES	\$453.33	0213442 12/10 IT Service
	E 101-41200-391	TELEPHONE/PAGERS	\$95.40	0213483 12/10 Phone services
		<b>Total CITY OF ROSEVILLE</b>	<b>\$1,097.46</b>	
Paid Chk#	020521	12/10/2010	<b>CITY OF ST ANTHONY</b>	
	E 101-42100-319	POLICE CONTRACT	\$48,216.25	2464 12/10 Police contract
		<b>Total CITY OF ST ANTHONY</b>	<b>\$48,216.25</b>	
Paid Chk#	020522	12/10/2010	<b>CITY OF ST PAUL</b>	
	E 101-43000-380	STREET LIGHT UTILITY	\$14.64	116565 Jan-June '10 Fulham/Hoyt street light
		<b>Total CITY OF ST PAUL</b>	<b>\$14.64</b>	
Paid Chk#	020523	12/10/2010	<b>CROIX OIL</b>	
	E 101-43000-212	MOTOR FUELS	\$170.28	334805/33591 11/10 Motor fuel
	E 601-49000-212	MOTOR FUELS	\$36.48	334805/33591 11/10 Motor fuel
	E 602-49100-212	MOTOR FUELS	\$36.50	334805/33591 11/10 Motor fuel
		<b>Total CROIX OIL</b>	<b>\$243.26</b>	
Paid Chk#	020524	12/10/2010	<b>EUREKA RECYCLING</b>	
	E 203-50000-389	RECYCLING CONTRACTOR	\$1,705.20	7297 11/10 Recycling contract
		<b>Total EUREKA RECYCLING</b>	<b>\$1,705.20</b>	
Paid Chk#	020525	12/10/2010	<b>GLENWOOD INGLEWOOD</b>	
	E 101-41200-208	WATER DELIVERY	\$4.81	7121651 11/10 Water cooler rental
		<b>Total GLENWOOD INGLEWOOD</b>	<b>\$4.81</b>	



**CITY OF LAUDERDALE**  
**\*Check Detail Register©**

DECEMBER 2010

		Check Amt	Invoice	Comment
<b>Paid Chk# 020526 12/10/2010 HOME DEPOT CRC</b>				
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$66.33	573359	City hall furnace filter
<b>Total HOME DEPOT CRC</b>		<b>\$66.33</b>		
<b>Paid Chk# 020527 12/10/2010 KATHY LIND</b>				
E 101-41200-331	TRAVEL EXPENSE	\$44.85		7/21-12/3 Mileage reimbursement
<b>Total KATHY LIND</b>		<b>\$44.85</b>		
<b>Paid Chk# 020528 12/10/2010 KONICA MINOLTA</b>				
E 101-41200-401	COPIER CONTRACT	\$297.27	165181991	11/10 Copier contract
<b>Total KONICA MINOLTA</b>		<b>\$297.27</b>		
<b>Paid Chk# 020529 12/10/2010 LMC</b>				
E 101-41100-308	TRAINING\CONFERENCES	\$180.00	146324	On-line land use training-Qty 6
<b>Total LMC</b>		<b>\$180.00</b>		
<b>Paid Chk# 020530 12/10/2010 MINNESOTA PLAYGROUND, INC.</b>				
E 404-48404-525	PLAYGROUND (CDBG)	\$66,366.25	2010375	Equipment and installation of playgroun
E 404-48404-525	PLAYGROUND (CDBG)	\$860.00	2010380	Removal and disposal of playground ec
<b>Total MINNESOTA PLAYGROUND, INC.</b>		<b>\$67,226.25</b>		
<b>Paid Chk# 020531 12/10/2010 NAPA AUTO PARTS</b>				
E 601-49000-402	CITY TRUCK REPAIR/MAINTEN	\$9.21	111716	oil & fluids
E 101-43000-402	CITY TRUCK REPAIR/MAINTEN	\$73.66	111716	oil & fluids
E 602-49100-402	CITY TRUCK REPAIR/MAINTEN	\$9.21	111716	oil & fluids
<b>Total NAPA AUTO PARTS</b>		<b>\$92.08</b>		
<b>Paid Chk# 020532 12/10/2010 NORTH STAR BANK, PETTY</b>				
E 101-43000-202	PERMENANT SUPPLIES	\$38.35		allen wrench keys for City Hall
E 101-43400-203	POSTAGE	\$5.54		Cert. Nuisance letter
E 101-41200-331	TRAVEL EXPENSE	\$6.00		HB parking fee
E 101-41200-201	GENERAL SUPPLIES	\$9.64		Camera batteries-Target
E 101-41200-308	TRAINING\CONFERENCES	\$10.00		JB APMP Luncheon meeting
E 101-41500-201	GENERAL SUPPLIES	\$14.64		General election judge meals-Cub
E 201-45600-379	HALLOWEEN EVENT	\$20.00		Halloween Volunteer snacks-Rainbow
E 201-45600-379	HALLOWEEN EVENT	\$8.87		Halloween food-Rainbow
E 201-45600-379	HALLOWEEN EVENT	\$4.79		Halloween food-SuperValu
<b>Total NORTH STAR BANK, PETTY</b>		<b>\$117.83</b>		
<b>Paid Chk# 020533 12/10/2010 ONE CALL CONCEPTS</b>				
E 101-43400-386	GOPHER STATE ONE CALL	\$33.65	110653	11/10 Locates
<b>Total ONE CALL CONCEPTS</b>		<b>\$33.65</b>		
<b>Paid Chk# 020534 12/10/2010 POSTMASTER - NEWSLETTER</b>				
E 101-41200-203	POSTAGE	\$450.00		1q11 newsletter postage
<b>Total POSTMASTER - NEWSLETTER</b>		<b>\$450.00</b>		
<b>Paid Chk# 020535 12/10/2010 RAMSEY COUNTY, PROP REC &amp; REV</b>				
E 101-42100-442	MISC	\$618.45	EMCOM-00091	11/10 911 dispatch

**CITY OF LAUDERDALE**  
**\*Check Detail Register©**

DECEMBER 2010

		Check Amt	Invoice	Comment
E 101-41200-355	MISC PRINTING/PROCESS SER	\$25.00	RISK-001380	12/10 Insurance benefit
G 101-21706	HEALTH INSURANCE	\$379.06	RISK-001380	12/10 Insurance benefit
<b>Total RAMSEY COUNTY, PROP REC &amp; REV</b>		<b>\$1,022.51</b>		
<hr/>				
Paid Chk#	020536	12/10/2010	<b>SPRINT PCS</b>	
E 602-49100-391	TELEPHONE/PAGERS	\$18.74		11/10 PW cell phones
E 601-49000-391	TELEPHONE/PAGERS	\$18.73		11/10 PW cell phones
E 101-43000-391	TELEPHONE/PAGERS	\$37.46		11/10 PW cell phones
<b>Total SPRINT PCS</b>		<b>\$74.93</b>		
<hr/>				
Paid Chk#	020537	12/10/2010	<b>WASTE MANAGEMENT</b>	
E 101-43000-384	REFUSE DISPOSAL	\$172.94	5760585-0500-	12/10 Waste Services
<b>Total WASTE MANAGEMENT</b>		<b>\$172.94</b>		
<hr/>				
Paid Chk#	020538	12/10/2010	<b>XCEL ENERGY, CITY HALL</b>	
E 101-43000-383	GAS UTILITIES	\$228.91	170186676	11/10 City hall gas
E 101-43000-381	ELECTRIC	\$214.11	349218591	11/10 City hall electric
<b>Total XCEL ENERGY, CITY HALL</b>		<b>\$443.02</b>		
<hr/>				
Paid Chk#	020539	12/10/2010	<b>XCEL ENERGY, STREET LIGHTING</b>	
E 101-43000-380	STREET LIGHT UTILITY	\$51.93	349122001	11/10 Bridge lights
E 101-43000-380	STREET LIGHT UTILITY	\$495.02	349542953	11/10 Street Lights
<b>Total XCEL ENERGY, STREET LIGHTING</b>		<b>\$546.95</b>		
<b>10100 NORTH STAR CHECKING</b>		<b>\$122,691.95</b>		

**Fund Summary**

	<b>10100 NORTH STAR CHECKING</b>
101 GENERAL	\$53,495.89
201 COMMUNITY EVENTS	\$33.66
203 RECYCLING	\$1,705.20
404 PARK IMPROVEMENT	\$67,226.25
601 SEWER UTILITIES	\$115.46
602 STORM SEWER ENTERPRISE FUND	\$115.49
	<hr/>
	<b>\$122,691.95</b>

# LAUDERDALE COUNCIL ACTION FORM

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"/>

MEETING DATE	<u>December 14, 2010</u>
AGENDA NUMBER	<u>5A Rental Housing Licenses</u>
DESCRIPTION	<u>2011 Rental Housing Licenses</u>

BACKGROUND OR PAST COUNCIL ACTION
Attached is the list of rental property owners that successfully completed the rental housing inspection process or renewed their license for 2011.

OPTIONS

STAFF RECOMMENDATION
Approve rental housing licenses for 2011

COUNCIL ACTION

MOTION BY \_\_\_\_\_

SECOND \_\_\_\_\_

STAFF ACTION

# LAUDERDALE COUNCIL ACTION FORM

- ❖ Carol Berg 1971 Carl Street
- ❖ Jack Barlow 1947 Eustis Street
- ❖ Gene Christenson 1850 Walnut Street
- ❖ Giese Holding, LLC 1954 Malvern Street
- ❖ Chuck Mason 1699 Eustis Street
- ❖ Chuck Mason 2439 Larpenteur Ave
- ❖ CVC Investments 2400 Larpenteur Ave
- ❖ CVC Investments 1634 Eustis Street
- ❖ CVC Investments 1642 Eustis Street
- ❖ Ernest Dopp 1816 Malvern Street
- ❖ John Sagstetter 1759 Pleasant Street
- ❖ City Gables 1609-1611 Pleasant Street

# LAUDERDALE COUNCIL ACTION FORM

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"/>

MEETING DATE	<u>December 14, 2010</u>
AGENDA NUMBER	<u>5B 2011 Licenses</u>
DESCRIPTION	<u>2011 Business Licenses</u>

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

MOTION BY \_\_\_\_\_

SECOND \_\_\_\_\_

STAFF ACTION

# LAUDERDALE COUNCIL ACTION FORM

- |                         |                              |
|-------------------------|------------------------------|
| ❖ Rainbow Tree Company  | Tree Contractor License      |
| ❖ Sedgwick Heating & AC | HVAC Contractor License      |
| ❖ MN Heating & AC       | HVAC Contractor License      |
| ❖ Wenzel Heating & AC   | HVAC Contractor License      |
| ❖ Bonfe's Heating & AC  | HVAC Contractor License      |
| ❖ Croix Oil             | Cigarette License            |
| ❖ Super USA             | Cigarette License            |
| ❖ Super USA             | 3.2 Off-Sale Alcohol License |
| ❖ Northeast Tree, Inc.  | Tree Contractor License      |

**LAUDERDALE COUNCIL  
ACTION FORM**

**ACTION REQUESTED**

Consent                      X    
Public Hearing                       
Discussion                            
Action                                 
Resolution                            
Work session                       

Meeting Date: **December 14, 2010**

ITEM NUMBER Deputy Clerk Probationary Period

STAFF INITIAL   *AB*  

APPROVED BY ADMINISTRATOR

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

Kathy Lind has been working for the City since July. As her six month probationary period is coming to an end, the Council needs to decide whether to hire her permanently. I think Kathy has many wonderful assets but I don't see her as a good fit for the City going forward. As such, I recommend that Kathy's employment with the City be terminated effective December 14.

The following extract from the personnel policy gives the City the opportunity to evaluate an employee for up to six month and terminate them for cause or not for cause.

**“Subdivision 4. Probationary Period.** All regular full-time and regular or non-regular part-time employees are subject to serving a probationary period. The probationary period is the period of time the city evaluates the employee's ability to accomplish the essential job duties of the position he or she was hired to complete. It is also the time an employee evaluates the City to see if employment with the City fits his or her expectations. The probationary period shall be six (6) months. The City can terminate the employee at any time with or without cause, during this time and such termination is not subject to grievance or appeal.”

**OPTIONS:**

- Approve the termination recommendation of the city administrator.
- Remove the item from the consent agenda to discuss options. If the Council wishes to discuss Kathy's performance, I will invite her to the next meeting where she can have a closed session discussion with the Council. The Council may not discuss her performance without her present.

**STAFF RECOMMENDATION:**

- By approving the consent agenda, the Council approves the termination of Kathy Lind effective December 14.

**COUNCIL ACTION:**





# LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date December 14, 2010

ITEM NUMBER Cable Report w/Cor

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Cor Wilson, Executive Director of the Cable Commission, will present during the reports section. She plans to provide an overview of the North Suburban Access Corporation (community TV) and the North Suburban Communications Commission (Comcast franchise agreement body).

The City receives about \$20,000 each year from the cable franchise. With that money the City pays about \$5,000 to NSCC for management of the franchise agreement and \$2,800 for webstreaming of council meetings and CTV programming.

### OPTIONS:

### STAFF RECOMMENDATION:

### COUNCIL ACTION:

## NSCC/NSAC Primer

The North Suburban Cable Commission (NSCC) was established by the 10 member cities, with Roseville Mayor Tom Curley in the lead, in 1981 in order to have more bargaining power with the cable companies that had descended upon the Twin Cities suburban areas. The Commission's responsibility was to develop a request for proposals for cable service, evaluate the proposals and recommend a provider to the member cities. A 15-year franchise, i.e., permission for a cable company to use the public rights-of-way to string coaxial cable for cable television services, was awarded in 1982 to Group W Cable. At that point, the Commission's task became to oversee the cable agreement and to make sure the company fulfilled its responsibilities.

In return for using the public rights-of-way, the cable company agreed to pay a 5% fee to the member cities. Part of this fee funds the Commission. The remainder, according to the member cities' Joint Powers Agreement which created the Commission, is to be used by the cities for cable related activities, primarily programming their government access channels.

For the franchise (which, by the way, is non-exclusive), the cable company also agreed to set aside a number of community access channels on the system and to provide facilities and equipment to produce television programs and training on how to use the facilities and equipment. The Commission became increasingly frustrated, however, with the company's efforts on behalf of community television, and Gus Hauser, who bought the company from Group W, wasn't interested in managing public access any longer. So, the two sides agreed to change the franchise agreement and negotiate a transfer of public access management to the Commission.

In anticipation of that transfer, which actually took place in April 1991, the Commission established the North Suburban Access Corporation. NSAC is a non-profit corporation charged with managing the community access channels, equipment and facilities and with training people in the community in how to produce programs for the channels. NSAC is funded by an annual grant from the cable company. The grant represents the negotiated value of the company's original public access commitments in the cable franchise.

The members of the Commission are appointed by the member cities. Each city has one delegate to the Commission. Some of the cities appoint city council members to serve, while others have chosen interested citizens. The commissioners also serve as the Board of Directors for the Access Corporation. Despite the fact that the governing bodies of both organizations are composed of the same individuals, the Commission and the Access Corporation are operated

as separate organizations, with separate meetings, budgets and financial records.

In recent years, the duties of the Commission have included many transfers of ownership and the renewal of the original franchise, as well as customer service problems associated with the cable system upgrade in 1999. The Commission is currently reviewing applications for franchises from two companies who want to compete with the incumbent cable operator. The Commission also manages the Institutional Network which serves the cities and schools and other public organizations in the 10 cities.

Although the mission of the Access Corporation has not changed, the tools used in the production of video programming have increasingly become digital. In the 10 years that the Corporation has been operating public access, community television has become a fixture in our cities.

Both the Commission and the Corporation's Board of Directors meet on the first Thursday of the month, usually at the Roseville studio at 950 Woodhill Drive. The Commission meeting begins at 7:00 p.m., and the Corporation Board meeting follows. Members of the community are welcome to attend the meetings. In addition, they are cablecast live the night of the meeting and re-cast every Wednesday at 3:00 p.m.

## NORTH SUBURBAN COMMUNICATIONS COMMISSION

### 2011 BUDGET

	2009 ACTUAL	2010 Budget	2010 Jan-Oct Y-T-D	2010 Estimated Total	2011 Budget	Percent Change
<b>REVENUES</b>						
City Contributions	331,831	338,468	338,468	338,468	338,468	0.0%
Interest Income	17,726	15,000	5,250	7,000	7,000	-53.3%
Scholarship Grant	87,477	90,451	90,443	90,443	93,518	3.4%
Reimbursements	6,492	6,600	3,246	6,579	6,719	1.8%
Misc. Income	29,267	0	0	0	0	0.0%
Transfer from Reserves	0	38,217	0	0	0	-100.0%
<i>Total Revenues</i>	472,793	488,736	437,407	442,490	445,705	-8.8%
<b>EXPENSE SUMMARY</b>						
Personal Services		122,425	99,300	123,124	126,156	3.0%
Operating Expenses		285,311	175,329	233,963	283,978	-0.5%
Capital Expenses		81,000	2,938	75,500	35,571	-56.1%
<i>Total Expenses</i>	0	488,736	277,567	432,587	445,705	-8.8%
<b>NET REVENUE (LESS EXPENSES)</b>	472,793	0	159,840	9,903	0	

**NORTH SUBURBAN ACCESS CORPORATION**  
**CTV North Suburbs**  
**2011 Budget**

	2009 Actual	2010 Budget	2010 Jan-Oct YTD	2010 Estimated Total	2011 Budget	Percent Change
<b>Revenues</b>						
Cable Company Grants	1,156,711	1,214,548	1,214,547	1,214,548	1,275,275	5.0%
Interest Income	17,759	25,000	13,500	18,000	18,000	-28.0%
Tuition/Training/Misc.	8,175	10,000	10,279	12,335	10,000	0.0%
Reimbursements	28,964	29,000	23,372	29,000	29,000	0.0%
Earned Income	23,284	24,000	59,639	61,000	36,000	50.0%
Donations	695	0	1,065	1,278	1,000	
Transfer from Reserves	86,000	73,144	189,178	189,178	542,729	642.0%
<i>Total Revenues</i>	1,321,588	1,375,692	1,511,580	1,525,339	1,912,004	39.0%
<b>Expenses</b>						
Personal Services	780,345	810,842	651,801	808,745	830,154	2.4%
Operating Expenses	291,640	409,850	245,203	310,698	438,650	7.0%
Capital Expenses	149,922	155,000	21,396	60,500	643,200	315.0%
<i>Total Expenses</i>	1,221,907	1,375,692	918,400	1,179,943	1,912,004	39.0%
<b>Net Revenue (less Expenses)</b>	99,681	0	593,180	345,396	0	

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date December 14, 2010

ITEM NUMBER   2011 Levy & Budget  

STAFF INITIAL   HB  

APPROVED BY ADMINISTRATOR

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

Attached to this memo is Resolution 121410A - A resolution levying taxes for 2010 payable in 2011 and the start of the 2011 budget book. I will create bound copies of the budget book for distribution at year end (after we close December). As you will see, the current draft only reflects revenues and expenses through October.

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

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to approve the 2011 Lauderdale City Budget and Resolution 121410A - A Resolution Levying Taxes for 2010 Payable in 2011 in the amount of \$580,730.

**COUNCIL ACTION:**



# CITY OF LAUDERDALE

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## 2011 BUDGET



City of Lauderdale  
1891 Walnut Street  
Lauderdale, Minnesota 55113  
Phone: 651.792.7650  
Fax: 651.631.2066  
Website: [www.ci.lauderdale.mn.us](http://www.ci.lauderdale.mn.us)



## Introduction

### *Lauderdale City Council*

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<b>Jeffrey Dains</b>	Mayor	(Term Expires 1/13)
<b>Mary Gaasch</b>	Council Member	(Term Expires 1/15)
<b>Roxanne Grove</b>	Council Member	(Term Expires 1/15)
<b>Denise Hawkinson</b>	Council Member	(Term Expires 1/13)
<b>Lara Mac Lean</b>	Council Member	(Term Expires 1/13)

### *Lauderdale City Staff*

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<b>Heather Butkowski</b> .....	City Administrator
<b>Jim Bownik</b> .....	Assistant to the City Administrator
<b>Kathy Lind</b> .....	Deputy City Clerk
<b>Dave Hinrichs</b> .....	Public Works Coordinator
<b>Joe Hughes</b> .....	Public Works Maintenance

# *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

December 14, 2011

**Dear Honorable Mayor and City Council of the City of Lauderdale:**

I hereby present the 2011 Budget. This budget is the product of months of preparation and many difficult decisions by the City Council.

The budget attachment titled "2011 Levy and Impact on Lauderdale Homes" provides an analysis of the budgetary effects on the property tax rate and the property taxes to be paid by Lauderdale residents in 2011. Following that is an analysis of Lauderdale compared to other Ramsey County cities.

Five fund types comprise the Lauderdale City Budget: The General Fund, Special Revenue Funds, Debt Service Funds, Capital Improvement Funds, and Enterprise Funds. Total fund revenues for 2011 are budgeted at \$1,697,664, while total expenditures are budgeted at \$1,845,409.

General Fund revenues are budgeted to decrease 2.8% due to the loss of local government aid (LGA). In order for the City to remain financially solid, expenditures were decreased 2.8% as well. This was done through a number of cost saving measures but primarily through the second year of employee wage freezes. In 2010, LGA comprised 45.3% of general fund revenue compared to an anticipated 46.0% for 2011.

Most years the City budgets for transfers from the general fund to debt service or capital improvement funds to pay for future city needs. To balance this year's budget, no transfers were budgeted.

With the state of the economy and residents in mind, the City Council authorized a modest tax levy increase of 1.57% for 2011. Ultimately, 8.1% of property owners saw their taxes decrease. Of those with property valued above the median value, 74.0% saw a property tax increase of less than 10%. 17.9% of property owners saw a property tax increase of more than 10%.

## **General Fund**

The General Fund is the City's largest fund. Revenue is primarily generated from property taxes, state aids, and fees for services. State aids and property taxes provide the two largest sources of city revenue. Additionally, fiscal disparities, a metropolitan area revenue sharing program, accounts for \$110,683 of the property tax revenue for 2011. This is \$2,471 less than 2010.

## **Debt Service Funds**

Three debt service funds were created to repay bond debt issued by the City. The Street and Utility Improvements Debt Service Funds were established in 2000, 2002, and 2003 for the debt issuance associated with the infrastructure improvements that occurred in those years. In October 2009, the City paid off the first of the bond series (Fund 302), so that fund is no longer reflected in the budget. In February 2011, the City will pay off the second bond series (Fund 303). The final bonds from 2003 are considered fully funded due to anticipated special assessments.

## **Capital Improvement Funds**

The Capital Improvement Funds are the 401 Street Improvement Fund, 402 General Capital Improvement Fund, 403 Storm Water Improvement Fund, 404 Park Improvement Fund, 405 TIF Project Fund, and 407 Sanitary Sewer Improvement Fund. Revenue in these funds come from investment interest and post-audit General Fund transfers if the fund balance exceeds 45% of the next year's operating budget. No transfers have been made since the first aid cuts at the end of 2008. If warranted at the end of 2011, a transfer would be made in equal parts to the Street Improvement Fund (401) and the Park Improvement Fund (404).

## **Enterprise Funds**

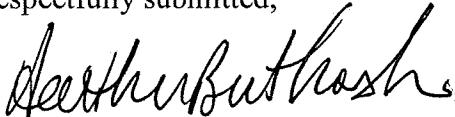
Enterprise funds are operating funds that are intended to be self-supporting from user fees and charges. The City operates two enterprise funds: the 601 Sanitary Sewer Fund and the 602 Storm Sewer Fund.

The primary expense of the 601 Sanitary Sewer Fund is wastewater treatment paid to Metropolitan Council Environmental Services. The on-going expenses of the 602 Storm Sewer Fund meet the requirements of the City's Stormwater Pollution Prevention Program (SWPPP) and street sweeping.

## **Conclusion**

The 2011 Budget reflects financial activity for the coming year and the future of the City of Lauderdale. One goal of the City is to incrementally improve its assets, including the parks and open spaces. Another goal is to properly maintain the facilities it has to guarantee they have a long and purposeful life. Finally, the City looks forward to projects that improve the City's aging infrastructure. The goal of the Council is to fund future capital projects while continuing to provide high quality public services to Lauderdale residents in a cost-effective, efficient, and fair manner.

Respectfully submitted,



Heather Butkowski  
City Administrator

## 2011 Property Tax Information

### How City Property Taxes are Calculated

**Assessed Property Value x Property Class Rate x City Tax Rate = City Property Taxes**

### 2011 LEVY AND IMPACT ON LAUDERDALE HOMES

	City Total Levy	City Fiscal Disparities	City Net Local Levy	City Tax Capacity	City Tax Rate	Jurisdictional Residential Tax Rate
2010	\$571,738	\$113,154	\$458,584	\$1,731,568	26.48%	97.75%
2011	\$580,730	\$110,683	\$470,047	\$1,749,567	26.87%	105.03%

	Value	x Tax %	x Tax Rate	= City Tax on Median Lauderdale Home	
2010	\$186,150	1%	0.2648	Total Tax	\$492.93
2011	\$187,600	1%	0.2687	Total Tax	\$504.08
				<b>DIFFERENCE</b>	<b>\$11.15</b>

\$275,000 Home	Value	x Tax %	x Tax Rate	= City Tax on \$275,000 Home	
2010	\$275,000	1%	0.2648	Total Tax	\$728.20
2011	\$275,000	1%	0.2687	Total Tax	\$738.93
				<b>DIFFERENCE</b>	<b>\$10.73</b>

## Lauderdale Compared to Neighboring Jurisdictions

The city tax rate is the portion of the total local tax rate levied by the City of Lauderdale to operate. The total local tax rate includes all taxing districts levied of Lauderdale property owners including: Ramsey County, Roseville School District #623, the area watershed management districts, and special districts. Within a city, the total local tax rate varies because of the levy differences of these other taxing districts.

The following chart compares Lauderdale to its Ramsey County peers. In instances where a city has more than one local tax rate, the chart reflects the average of all of their total local tax rates. Overall, New Brighton had the lowest proposed city property tax increase for 2011. Lauderdale ranks 7 out of 16 cities in city tax rate and 4 out of 16 in the total local tax rate for 2010.

MUNICIPALITY	PROPOSED CITY TAX LEVY	PROPOSED CITY TAX LEVY INCREASE	CITY TAX RATE	COUNTY TAX RATE	AVERAGE TOTAL LOCAL TAX RATE
ARDEN HILLS	3,088,964	2.4%	24.603%	54.626%	109.565%
FALCON HEIGHTS	1,038,290	1.5%	21.521%	54.626%	99.455%
GEM LAKE	413,245	4.4%	36.874%	54.626%	122.354%
LAUDERDALE	580,730	1.6%	26.866%	54.626%	105.115%
LITTLE CANADA	2,712,646	6.0%	27.108%	54.626%	110.481%
MAPLEWOOD	16,785,848	5.2%	38.870%	54.626%	124.021%
MOUNDS VIEW	4,026,375	3.5%	41.662%	54.626%	131.733%
NEW BRIGHTON	7,395,708	0.0%	37.690%	54.626%	129.391%
NORTH OAKS	1,191,312	4.9%	9.151%	54.626%	94.483%
NORTH ST. PAUL	2,908,884	1.6%	29.016%	54.626%	122.747%
ROSEVILLE	14,214,419	5.6%	30.237%	54.626%	112.490%
ST. ANTHONY	1,351,106	6.3%	58.555%	54.626%	159.261%
SHOREVIEW	9,454,700	5.0%	30.932%	54.626%	113.586%
VADNAIS HEIGHTS	3,596,771	5.9%	25.072%	54.626%	110.977%
WHITE BEAR LAKE	4,675,291	2.1%	18.108%	54.626%	104.608%
WHITE BEAR TOWNSHIP	2,985,516	16.4%	22.611%	54.626%	108.821%

## PLANNED CAPITAL PROJECTS AND OTHER PROGRAMS

Most capital improvement projects and equipment replacement have been on hold due to the LGA cuts. Following are descriptions of the expenditures tentatively planned for 2011 categorized by the fund budgets that support them. Some of the items are carryovers from previous years. Each item is assessed by the City Council before a purchase is made.

### FUND 402 GENERAL CAPITAL IMPROVEMENT FUND

City Hall: 3-tub sink for kitchen	\$1,000
P.W. Equipment: Replace diesel John Deere tractor w/mower deck & bucket attachments	<u>\$30,000</u>
<b>Total Fund 402</b>	<b>\$31,000</b>

### FUND 404 PARK IMPROVEMENT FUND

Community Park: Playground Improvements Phase II	\$34,000
▪ Remove the existing swings and monkey bars;	
▪ Add sky runner, 2 swing sets, tire swing, tot play structure, benches, garbage cans	
Walnut/lone: Open Space Improvements	<u>\$10,000</u>
▪ "Lauderdale Picnic Area" signage	
▪ Woodchip path	
▪ Benches	
▪ Picnic table	
▪ Fencing on north property line	
<b>Total Fund 404</b>	<b>\$44,000</b>
<b>2011 TOTAL ALL FUNDS</b>	<b>\$75,000</b>

**GENERAL FUND REVENUE**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>CITY LEVIED TAXES</b>					
31010 Current Ad Valorem	416,219	425,397	458,584	220,425	470,047
31020 Delinquent Ad Valorem	679	3,534	-	2,539	-
31040 Fiscal Disparities	96,437	101,843	113,154	58,151	110,683
<b>SUB TOTAL PROPERTY TAXES</b>	<b>513,335</b>	<b>530,775</b>	<b>571,738</b>	<b>281,115</b>	<b>580,730</b>
<b>STATE AIDE</b>					
33401 Local Government Aide	421,827	557,218	527,174	258,077	519,747
33405 PERA Rate Increase Aide	1,198	1,198	1,198	599	1,198
33406 Market Value Home Credit	29,086	28,839	-	-	(31,811)
<b>TOTAL STATE AIDE</b>	<b>452,111</b>	<b>587,255</b>	<b>528,372</b>	<b>258,676</b>	<b>489,134</b>
<b>LICENSES AND FEES</b>					
32110 3.2 Alcohol License	65	150	150	-	150
32120 Cigarette License	200	200	400	200	400
32130 Garbage Hauler Licenses	1,270	1,170	750	1,275	750
32140 HVAC Licenses	875	890	550	899	600
32150 Tree Company License	360	140	200	500	300
32160 Gas Station License	55	-	55	-	-
32180 Rental License Fee	4,495	3,366	3,000	1,188	3,000
32240 Animal Licenses	330	290	250	360	250
34101 City Hall Rental	2,805	3,945	2,500	3,985	2,500
43103 Administrative Fee	650	83	200	-	200
34105 Sale of Publications	-	-	-	-	-
34109 Copies	47	61	45	5	50
34114 Advertising sales	50	-	-	50	-
34115 Miscellaneous Revenue	-	-	-	-	-
<b>TOTAL LICENSES AND FEES</b>	<b>11,202</b>	<b>10,295</b>	<b>8,100</b>	<b>8,462</b>	<b>8,200</b>
<b>REVENUE OTHER</b>					
36100 Special Assessments	1,940	9,677	-	10,237	-
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	155	2,182	-	1,449	-
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	63	-	-	-	-
36211 Investment Interest	13,852	11,018	7,000	8,954	7,000
36230 Donations	1,500	-	-	1,500	-
36231 Dog Park Donations	-	50	-	10	-
36240 State Surcharge - Construction Permits	431	539	250	269	250
36250 Refunds and Reimbursements	-	3,511	-	1,140	-
36252 LMCIT Insurance Dividend	1,366	2,905	500	-	-
36255 Miscellaneous	-	-	-	-	-
39101 Sales Fixed Assets	-	1	-	-	-
<b>TOTAL OTHER REVENUE</b>	<b>19,307</b>	<b>29,882</b>	<b>7,750</b>	<b>23,559</b>	<b>7,250</b>
<b>PUBLIC SAFETY</b>	<b>42,076</b>	<b>40,547</b>	<b>36,500</b>	<b>30,443</b>	<b>34,500</b>
<b>PLANNING &amp; INSPECTIONS</b>	<b>16,277</b>	<b>20,487</b>	<b>10,550</b>	<b>11,702</b>	<b>10,600</b>
<b>TRANSFERS FROM OTHER FUNDS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>1,054,308</b>	<b>1,219,241</b>	<b>1,163,010</b>	<b>613,956</b>	<b>1,130,414</b>

**GENERAL FUND EXPENDITURES**

**GENERAL FUND REVENUE**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
Legislative	22,711	22,634	26,410	21,330	26,193
Administrative	206,035	168,728	155,731	120,545	157,366
Audit, Elections, and Legal Services	11,404	6,234	68,804	39,977	48,857
Public Safety					
Police	553,100	582,567	591,095	487,824	605,287
Fire	32,872	35,529	35,500	26,819	32,500
Prosecution	13,379	11,545	-	-	-
Public Works	94,453	92,877	108,402	60,390	105,044
Planning & Inspections	27,856	22,568	81,299	38,745	56,322
Parks and Recreation	65,662	71,716	68,269	53,155	64,845
Development	1,665	1,235	7,500	713	14,000
<b>EXPENDITURES BEFORE TRANSFERS</b>	<b>1,029,138</b>	<b>1,015,633</b>	<b>1,143,010</b>	<b>849,497</b>	<b>1,110,414</b>
Contingency	-	-	20,000	-	20,000
Transfers Out	14,660	31,000	-	-	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>1,043,798</b>	<b>1,046,633</b>	<b>1,163,010</b>	<b>849,497</b>	<b>1,130,414</b>

2011 Certified LGA Amount = \$616,831

Budgeted LGA/MVHC Amounts Reflect Anticipated Loss of \$128,895 for 2011. (Equal to 2010 LGA/MVHC Unallotments)



<b>LEGISLATIVE (41100)</b>		<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
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
	<b>Subtotal Personnel</b>	<b>14,210</b>	<b>14,269</b>	<b>14,260</b>	<b>11,929</b>	<b>14,313</b>
<b>General Operations</b>						
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	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>8,501</b>	<b>8,365</b>	<b>10,150</b>	<b>9,401</b>	<b>11,880</b>
<b>Capital Equipment</b>						
530	Furniture and Equipment	-	-	2,000	-	-
538	Computer software and Equipment	-	-	-	-	-
	<b>Subtotal Capital Equipment</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>
	<b>TOTAL LEGISLATIVE EXPENSES</b>	<b>22,711</b>	<b>22,634</b>	<b>26,410</b>	<b>21,330</b>	<b>26,193</b>

<b>ADMINISTRATION &amp; FINANCE (41200)</b>		<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2010 As of Oct 31</b>	<b>2011 Proposed</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	108,289	102,536	94,127	75,158	93,081
104	Temp. employees	-	-	-	-	-
121	PERA	6,494	6,836	6,589	5,376	6,748
122	FICA	8,472	8,004	7,200	6,061	7,121
131	Benefits (health, dental, etc)	9,876	9,272	10,500	8,399	11,340
151	Workers Compensation	1,243	559	715	674	726
	<b>Subtotal Personnel</b>	<b>134,374</b>	<b>127,206</b>	<b>119,131</b>	<b>95,668</b>	<b>119,016</b>
<b>General Operations</b>						
201	General Supplies	1,808	1,731	2,200	1,540	2,200
203	Postage	5,060	1,817	2,500	2,626	4,000
208	Water cooler water	245	303	450	238	450
301	Auditing	12,700	12,904	-	-	-
305	Legal contract - Civil	12,934	3,567	-	-	-
306	Consulting fees (IT Support)	3,160	5,440	6,000	4,533	5,500
307	Computer Services (Banyon)	1,560	1,560	1,600	1,561	1,600
308	Training and conferences	1,407	1,004	2,200	580	2,000
309	Newspaper - Roseville Review	8,415	-	-	-	-
331	Travel Expenses	887	929	1,200	573	1,200
352	Public information and notices	-	726	2,000	662	1,500
353	Newsletter Printing	3,968	2,469	4,050	2,438	4,000
354	Phonebook Printing	3,561	-	-	-	-
355	Miscellaneous printing & process	1,595	285	-	950	1,200
361	General liability	4,599	4,652	4,800	4,955	5,300
391	Telephones/Fax (City Hall)	1,995	1,769	2,000	1,258	2,000
401	Copier	1,466	379	4,000	770	2,800
404	Computer Repair/Maintenance	-	-	-	-	-
409	Other equipment repair	-	-	-	-	-
438	Dues and Subscriptions	2,765	1,474	3,000	1,889	3,000
440	Meeting Expenses	15	85	100	159	100
442	Miscellaneous expenses	2,417	78	500	144	500
	<b>Subtotal General Operations</b>	<b>70,558</b>	<b>41,172</b>	<b>36,600</b>	<b>24,877</b>	<b>37,350</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	1,103	351	-	-	1,000
	<b>Subtotal Capital</b>	<b>1,103</b>	<b>351</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
	<b>TOTAL EXPENSES</b>	<b>206,035</b>	<b>168,728</b>	<b>155,731</b>	<b>120,545</b>	<b>157,366</b>

**AUDITING, ELECTIONS,  
AND LEGAL SERVICES (41500)**

	2008 Actual	2009 Actual	2010 Adopted	2010 As of Oct 31	2010 Proposed	
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	6,842	3,724	13,152	10,352	6,952
104	Temp. employees	2,477	968	1,700	1,040	-
121	PERA	329	239	921	728	504
122	FICA	518	296	1,006	814	532
131	Benefits (health, dental, etc)	671	198	1,500	1,226	840
151	Workers Compensation	-	35	100	87	54
	<b>Subtotal Personnel</b>	<b>10,837</b>	<b>5,461</b>	<b>18,379</b>	<b>14,247</b>	<b>8,882</b>
<b>General Operations</b>						
201	General Supplies	408	-	200	128	-
300	Legal Services - Prosecution	-	-	12,000	8,332	12,000
301	Auditing	-	-	14,000	12,880	14,000
306	Legal Services - Civil	-	-	14,000	3,560	12,000
327	Other Services	159	586	700	432	800
331	Travel Expenses	-	-	75	-	75
352	Public information & Notices	-	96	2,000	-	100
355	Miscellaneous Fees	-	-	5,200	398	1,000
409	Other equipment and repair	-	-	-	-	-
440	Meeting expenses	-	91	250	-	-
442	Miscellaneous expenses	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>567</b>	<b>774</b>	<b>48,425</b>	<b>25,730</b>	<b>39,975</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	2,000	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>11,404</b>	<b>6,234</b>	<b>68,804</b>	<b>39,977</b>	<b>48,857</b>

<b>PUBLIC SAFETY (42100)</b>		<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>REVENUE</b>						
34202	False Fire Alarm	794	424	1,000	-	500
34203	Fire Inspection Fee	1,050	-	3,500	-	1,000
34205	Fire Call Reimbursement		1,252		-	-
35101	Court Fines (including traffic tickets)	40,233	38,872	32,000	30,443	33,000
	<b>TOTAL REVENUE</b>	<b>42,076</b>	<b>40,547</b>	<b>36,500</b>	<b>30,443</b>	<b>34,500</b>
<b>EXPENDITURES</b>						
<b>General Operations</b>						
305	Legal Fees - Prosecution	10,326	10,152	-	-	-
355	Miscellaneous fees - Printing	3,053	1,392	-	-	-
	<b>Subtotal Proscution</b>	<b>13,379</b>	<b>11,545</b>	<b>-</b>	<b>-</b>	<b>-</b>
318	911 Dispatch	-	-	-	-	9,620
319	Police Contract	548,100	578,250	578,595	482,163	590,167
360	General Liability	-	-	5,000	-	5,000
391	Telephone/Pager				95	
442	Miscellaneous Exp.	5,000	4,317	7,500	5,566	500
	<b>Subtotal Police</b>	<b>553,100</b>	<b>582,567</b>	<b>591,095</b>	<b>487,824</b>	<b>605,287</b>
320	Fire Contract	19,097	18,630	18,000	17,826	18,000
321	Fire Calls	9,922	16,475	13,000	8,993	13,000
322	False Fire Alarms	2,778	424	1,000	-	500
323	Fire Inspections	1,075	-	3,500	-	1,000
	<b>Subtotal Fire</b>	<b>32,872</b>	<b>35,529</b>	<b>35,500</b>	<b>26,819</b>	<b>32,500</b>
	<b>TOTAL EXPENSES</b>	<b>599,351</b>	<b>629,641</b>	<b>626,595</b>	<b>514,643</b>	<b>637,787</b>

<b>PUBLIC WORKS (43000)</b>		<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
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
	<b>Subtotal Personnel</b>	<b>51,002</b>	<b>59,804</b>	<b>43,922</b>	<b>37,094</b>	<b>41,481</b>
<b>General Operations</b>						
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 Contact	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
	<b>Subtotal General Operations</b>	<b>43,451</b>	<b>33,073</b>	<b>64,480</b>	<b>23,296</b>	<b>63,563</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
538	Land	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>94,453</b>	<b>92,877</b>	<b>108,402</b>	<b>60,390</b>	<b>105,044</b>

<b>PLANNING &amp; INSPECTIONS (43400)</b>		<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>REVENUE</b>						
	Other					
32210	Building Permits	10,364	11,688	7,000	7,639	7,000
32211	Zoning Permit Applications	345	1,210	200	600	200
32225	Plan Review	3,658	4,692	2,000	1,371	2,000
32230	Plumbing Permits	641	1,236	600	1,136	600
32270	HVAC Permits	1,045	1,410	750	857	800
32280	Street Excavation	-	100	-	100	-
34110	Variance Fee	225	150	-	-	-
34112	Conditional Use Permit	-	-	-	-	-
34113	Zoning Amendment	-	-	-	-	-
	<b>TOTAL REVENUE</b>	<b>16,277</b>	<b>20,487</b>	<b>10,550</b>	<b>11,702</b>	<b>10,600</b>
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	19,304	14,686	28,809	23,216	31,308
121	PERA	1,071	963	2,017	1,642	2,270
122	FICA	1,552	1,169	2,204	1,944	2,395
131	Benefits (health, dental, etc)	1,918	1,110	3,750	2,816	4,410
151	Workers Compensation	-	207	1,314	1,116	1,339
	<b>Subtotal Personnel</b>	<b>23,844</b>	<b>18,136</b>	<b>38,094</b>	<b>30,734</b>	<b>41,722</b>
<b>General Operations</b>						
201	General Supplies	-	-	-	-	-
202	Permanent Supplies	46	-	-	-	-
203	Postage	268	173	300	81	500
306	Consulting Fees	-	452	38,905	6,951	10,000
308	Training and conferences	425	450	500	450	500
312	Building Inspector	2,504	2,408	2,500	-	2,500
327	Other Services	-	-	-	-	-
331	Travel Expenses	-	-	-	-	-
355	Miscellaneous Printing	-	-	-	-	-
386	Gopher State One Call	421	531	700	347	600
442	Miscellaneous expenses	25	-	-	10	-
443	Surcharge Report	324	419	300	173	500
	<b>Subtotal General Operations</b>	<b>4,012</b>	<b>4,432</b>	<b>43,205</b>	<b>8,012</b>	<b>14,600</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>27,856</b>	<b>22,568</b>	<b>81,299</b>	<b>38,745</b>	<b>56,322</b>

<u>PARKS AND RECREATION (45200)</u>		2008	2009	2010	2010	2010
		Actual	Actual	Adopted	As of Oct 31	Proposed
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	41,244	51,253	42,425	34,163	37,855
104	Temp. employees	5,963	3,555	6,000	3,769	6,000
121	PERA	3,193	3,431	2,970	2,461	2,744
122	FICA	4,388	4,322	3,705	3,127	3,355
131	Benefits (health, dental, etc)	4,027	5,102	5,813	4,133	5,880
151	Workers Compensation	2,096	260	1,256	1,173	1,161
	<b>Subtotal Personnel</b>	<b>60,911</b>	<b>67,923</b>	<b>62,169</b>	<b>48,827</b>	<b>56,995</b>
<b>General Operations</b>						
201	General Supplies	103	127	500	45	200
202	Permanent Supplies	212	89	500	32	200
225	Landscaping Materials	64	-	500	-	500
228	Miscellaneous Repairs & Maintenance.	211	191	250	144	250
317	Tree Service	742	-	-	-	-
370	Park and Rec Expenses	-	700	-	700	700
371	Non-Resident Reimbursement	32	429	200	656	1,000
381	Electric	626	439	700	343	700
382	Water	196	172	300	40	300
383	Gas Utility	1,090	801	1,300	460	1,200
384	Refuse	-	-	-	-	-
391	Telephones and Pagers	21	-	100	20	100
403	Mower repair	-	-	-	1,275	1,500
412	Warming House Repair	10	-	500	20	100
427	Porta Potty Rental	1,145	767	750	581	800
442	Miscellaneous	300	78	500	13	300
	<b>Subtotal General Operations</b>	<b>4,751</b>	<b>3,793</b>	<b>6,100</b>	<b>4,328</b>	<b>7,850</b>
<b>Capital Expenditures</b>						
550	Other Improvements	-	-	-	-	-
	<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>65,662</b>	<b>71,716</b>	<b>68,269</b>	<b>53,155</b>	<b>64,845</b>

<u>DEVELOPMENT (48100)</u>		2008 Actual	2009 Actual	2010 Adopted	2010 <u>As of Oct 31</u>	2011 Proposed
<b>REVENUE</b>						
	Other	-	-	-	-	-
	<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>						
<b>General Operations</b>						
306	Consulting Fees	1,665	1,235	7,500	713	14,000
442	Miscellaneous expenses	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>1,665</b>	<b>1,235</b>	<b>7,500</b>	<b>713</b>	<b>14,000</b>
	<b>TOTAL EXPENSES</b>	<b>1,665</b>	<b>1,235</b>	<b>7,500</b>	<b>713</b>	<b>14,000</b>



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

<b>TRANSFERS OUT (45400)</b>		<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>
		<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Oct 31</b>	<b>Proposed</b>
<b>REVENUE</b>						
	Other	-	-	-	-	-
	<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>						
732	Transfers to 302	-	31,000	-	-	-
733	Transfers to 303	-	-	-	-	-
734	Transfers to 304	-	-	-	-	-
741	Transfers to 401	-	-	-	-	-
742	Transfers to 402	-	-	-	-	-
743	Transfers to 403	-	-	-	-	-
744	Transfers to 404	14,660	-	-	-	-
745	Transfers to 405	-	-	-	-	-
<b>Total Transfers</b>		<b>14,660</b>	<b>31,000</b>	-	-	-

# 2010 LAUDERDALE BUDGET

## SUMMARY OF FUNDS 201 - 602

	2007 Actual	2008 Actual	2009 Actual	2010 Adopted	2010 As of Oct 31	2011 Proposed
<b>Total Revenues</b>						
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
<b>Revenue Before Transfers</b>	<b>831,245</b>	<b>827,502</b>	<b>736,274</b>	<b>604,063</b>	<b>441,761</b>	<b>567,250</b>
<b>Transfers</b>			<b>291,329</b>	<b>600,000</b>	<b>600,000</b>	
<i>Total Revenues</i>	<b>831,245</b>	<b>827,502</b>	<b>1,027,604</b>	<b>1,204,063</b>	<b>1,041,761</b>	<b>567,250</b>
<b>Total Expenditures</b>						
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
<b>Expenditures Before Transfers</b>	<b>857,349</b>	<b>956,526</b>	<b>1,074,134</b>	<b>708,999</b>	<b>521,196</b>	<b>714,995</b>
<b>Tranfers</b>			<b>260,329</b>	<b>600,000</b>	<b>600,000</b>	
<i>Total Expenditures</i>	<b>857,349</b>	<b>956,526</b>	<b>1,334,463</b>	<b>1,308,999</b>	<b>1,121,196</b>	<b>714,995</b>
<i>Surplus/(deficit)</i>	<b>(26,103)</b>	<b>(129,025)</b>	<b>(306,860)</b>	<b>(104,936)</b>	<b>(79,435)</b>	<b>(147,745)</b>

## Community Events Fund 201

DEPT. 45600	2007 Actual	2008 Actual	2009 Actual	2010 Adopted	2010 As of Oct 31	2011 Proposed
<b>BEGINNING BALANCE</b>	5,573	4,407	3,720	4,978	4,978	4,428
<b>REVENUES:</b>						
34785 Fun Run / Walk	9	-	-	100	-	100
34786 Winter Event	798	609	396	100	33	-
34787 Garage Sale	50	-	50	50	-	50
34788 Day in the Park	1,595	1,683	1,904	1,400	3,219	1,500
34789 Music under the trees	34	-	448	-	434	400
34790 Other Events - March Dance	-	-	-	-	-	-
34791 Pop Sales	-	-	-	-	-	-
34792 T-Shirt Sales	210	150	330	100	82	100
34795 Halloween Donations	779	779	825	700	328	700
36211 Investment Interest	199	129	121	100	89	100
36230 Donations	-	-	30	-	-	-
36255 Misc.	319	293	769	150	101	100
<b>Total Revenues</b>	<b>3,994</b>	<b>3,642</b>	<b>4,874</b>	<b>2,700</b>	<b>4,285</b>	<b>3,050</b>
<b>EXPENDITURES:</b>						
201 General Supplies	-	-	5	-	-	-
202 Permanent Supplies	176	43	100	-	-	100
369 Music Under the Trees	252	535	200	600	600	400
370 Other Events - March Dance	-	-	-	-	-	-
373 T-Shirts	2,201	353	-	-	-	-
375 Winter Event	857	1,011	192	250	181	250
376 Garage Sale	-	34	-	-	-	-
377 Day in the Park	1,112	1,500	1,800	1,400	1,685	1,800
378 Night Out	99	103	119	150	119	150
379 Halloween Event	252	496	518	450	78	500
380 Fun Run / Walk	-	-	-	100	727	100
437 Sales Tax	-	-	-	-	-	-
430 Misc.	-	-	491	-	-	-
440 Meeting Expenses	212	254	191	300	123	250
<b>Total Expenditures</b>	<b>5,160</b>	<b>4,329</b>	<b>3,616</b>	<b>3,250</b>	<b>3,514</b>	<b>3,550</b>
<b>Fund Balance Gain/Loss</b>	<b>(1,166)</b>	<b>(686)</b>	<b>1,258</b>	<b>(550)</b>	<b>771</b>	<b>(500)</b>
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>4,407</b>	<b>3,720</b>	<b>4,978</b>	<b>4,428</b>	<b>5,749</b>	<b>3,928</b>

## Communications Fund 202

DEPT. 49500	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>	<b>36,225</b>	<b>32,249</b>	<b>39,306</b>	<b>32,867</b>	<b>32,867</b>	<b>27,046</b>
<b>REVENUES:</b>						
36253 Franchise Fees	19,987	21,278	21,632	19,000	10,320	20,000
36250 Refunds & Reimbursements			262		-	-
36211 Investment Interest	1,613	1,153	942	1,000	467	500
33600 Grants			-	-	-	-
<b>Total Revenues</b>	<b>21,600</b>	<b>22,431</b>	<b>22,837</b>	<b>20,000</b>	<b>10,787</b>	<b>20,500</b>
<b>EXPENDITURES:</b>						
101 Reg. Full Time Employees	14,815	6,230	6,307	10,924	8,852	15,360
121 PERA Contributions	865	473	426	765	626	1,114
122 FICA Contributions	1,098	593	510	836	722	1,175
131 Group Insurance	1,193	618	576	1,313	990	2,100
151 Workers Comp	-	-	27	83	72	120
<b>Personnel costs</b>	<b>17,971</b>	<b>7,913</b>	<b>7,846</b>	<b>13,921</b>	<b>11,261</b>	<b>19,869</b>
201 General Supplies	-	-	5	-	85	100
202 Permanent Supplies	-	-	-	-	-	-
307 Web Hosting	420	444	444	600	444	600
327 Other Service	2,410	1,993	3,501	2,800	1,419	2,800
329 Cable Franchise Fee	4,774	5,023	5,069	5,200	5,214	5,300
530 Furniture and Equipment			12,411	3,300	2,358	1,000
<b>Operating Costs</b>	<b>7,604</b>	<b>7,460</b>	<b>21,430</b>	<b>11,900</b>	<b>9,520</b>	<b>9,800</b>
<b>Total Expenditures</b>	<b>25,576</b>	<b>15,374</b>	<b>29,277</b>	<b>25,821</b>	<b>20,781</b>	<b>29,669</b>
<b>Fund Balance Gain/Loss</b>	<b>(3,976)</b>	<b>7,057</b>	<b>(6,440)</b>	<b>(5,821)</b>	<b>(9,995)</b>	<b>(9,169)</b>
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>32,249</b>	<b>39,306</b>	<b>32,867</b>	<b>27,046</b>	<b>22,872</b>	<b>17,877</b>

## Recycling Fund 203

DEPT. 50000		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		<b>39,791</b>	<b>51,847</b>	<b>69,818</b>	<b>79,707</b>	<b>79,707</b>	<b>84,335</b>
<b>REVENUES:</b>							
36100	Recycling Fee	34,734	34,698	35,215	33,000	18,199	35,000
36102	Penalties & Interest	-	71	62	-	23	-
33622	SCORE Grant	4,378	4,758	4,866	4,926	4,926	5,000
36211	Investment Interest	1,898	1,811	1,824	1,000	1,303	1,000
36255	Other	64	24	-	-	-	-
<b>Total Revenues</b>		<b>41,074</b>	<b>41,362</b>	<b>41,967</b>	<b>38,926</b>	<b>24,451</b>	<b>41,000</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	8,664	3,545	2,949	5,718	4,717	5,606
121	PERA Contributions	495	283	201	400	332	406
122	FICA Contributions	647	356	244	437	397	429
131	Group Insurance	626	362	256	750	521	840
151	Workers Comp	-	-	8	43	38	44
<b>Personnel costs</b>		<b>10,432</b>	<b>4,546</b>	<b>3,658</b>	<b>7,348</b>	<b>6,005</b>	<b>7,325</b>
202	Permanent Supplies	500	-	-	100	95	100
327	Other Service	339	339	339	350	332	350
389	Recycling Contract	17,747	18,506	28,082	26,500	17,662	26,500
<b>Operating Costs</b>		<b>18,586</b>	<b>18,845</b>	<b>28,421</b>	<b>26,950</b>	<b>18,088</b>	<b>26,950</b>
<b>Total Expenditures</b>		<b>29,018</b>	<b>23,391</b>	<b>32,079</b>	<b>34,298</b>	<b>24,093</b>	<b>34,275</b>
<b>Fund Balance Gain/Loss</b>		<b>12,056</b>	<b>17,971</b>	<b>9,889</b>	<b>4,628</b>	<b>358</b>	<b>6,725</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>51,847</b>	<b>69,818</b>	<b>79,707</b>	<b>84,335</b>	<b>80,065</b>	<b>91,060</b>

## 2002 Improvements Debt Service Fund 303

DEPT. 47300		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		<b>438,324</b>	<b>391,717</b>	<b>282,886</b>	<b>172,547</b>	<b>172,547</b>	<b>444,988</b>
<b>REVENUES:</b>							
36102	Penalties & interest	5,484	7,839	6,587	5,000	2,739	-
36211	Investment Interest	16,869	8,670	4,063	5,000	3,350	-
36100	Special Assessments	30,396	24,916	24,809	22,026	12,447	-
<b>Total Revenue</b>		<b>52,749</b>	<b>41,424</b>	<b>35,459</b>	<b>32,026</b>	<b>18,536</b>	<b>-</b>
<b>EXPENDITURES:</b>							
601	Bond Principal	110,000	115,000	115,000	120,000	120,000	515,000
611	Bond Interest	38,690	34,609	30,153	25,363	25,363	11,500
621	File Maintenance Charges	666	647	645	800	733	450
<b>Total Expenditures</b>		<b>149,356</b>	<b>150,256</b>	<b>145,798</b>	<b>146,163</b>	<b>146,095</b>	<b>526,950</b>
<b>Fund Balance Gain/Loss</b>		<b>(96,607)</b>	<b>(108,831)</b>	<b>(110,339)</b>	<b>(114,137)</b>	<b>(127,559)</b>	<b>(526,950)</b>
39200	Transfers In	50,000	-	-	400,000	400,000	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>391,717</b>	<b>282,886</b>	<b>172,547</b>	<b>458,410</b>	<b>444,988</b>	<b>(81,962)</b>

## 2003 Improvements Debt Service Fund 304

DEPT. 47400		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		473,681	478,075	424,300	367,093	367,093	483,683
<b>REVENUES:</b>							
36102	Penalties & interest	10,745	12,852	10,458	8,000	4,536	9,000
36211	Investment Interest	20,243	12,784	8,690	8,000	5,912	4,000
36100	Special Assessments	44,053	39,197	39,995	34,411	20,086	34,500
<b>Total Revenues</b>		<b>75,041</b>	<b>64,834</b>	<b>59,143</b>	<b>50,411</b>	<b>30,534</b>	<b>47,500</b>
<b>EXPENDITURES:</b>							
601	Bond Principal	95,000	95,000	95,000	95,000	95,000	100,000
611	Bond Interest	24,980	22,961	20,705	18,211	18,211	15,405
621	File Maintenance Charges	666	647	645	800	733	800
<b>Total Expenditures</b>		<b>120,646</b>	<b>118,608</b>	<b>116,350</b>	<b>114,011</b>	<b>113,944</b>	<b>116,205</b>
<b>Fund Balance Gain/Loss</b>		<b>(45,606)</b>	<b>(53,775)</b>	<b>(57,207)</b>	<b>(63,600)</b>	<b>(83,410)</b>	<b>(68,705)</b>
39200	Transfers In	50,000	-	-	200,000	200,000	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>478,075</b>	<b>424,300</b>	<b>367,093</b>	<b>503,493</b>	<b>483,683</b>	<b>414,978</b>



## Street Improvement Fund 401

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

## General Capital Improvement Fund 402

DEPT. 48000	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>	<b>170,308</b>	<b>168,981</b>	<b>83,301</b>	<b>85,485</b>	<b>85,485</b>	<b>56,485</b>
<b>REVENUES:</b>						
36211 Investment Interest	8,330	4,320	2,184	2,000	1,449	1,500
Depreciation	-	-	-	-	-	-
39999 Other	-	-	-	-	-	-
<b>Total Revenue</b>	<b>8,330</b>	<b>4,320</b>	<b>2,184</b>	<b>2,000</b>	<b>1,449</b>	<b>1,500</b>
<b>EXPENDITURES:</b>						
510 Land	-	-	-	-	-	-
520 Buildings	9,657	-	-	1,000	-	1,000
521 City Garage	-	-	-	-	-	-
523 Warming House	-	-	-	-	-	-
530 Furniture & Equipment	-	-	-	-	-	-
531 Office Equipment	-	-	-	-	-	-
532 Copier	-	-	-	-	-	-
535 HVAC	-	-	-	-	-	-
538 Computers	-	-	-	-	-	-
540 Machinery & Equipment	-	-	-	-	-	-
543 Tractor	-	-	-	30,000	-	30,000
550 Other Improvements	-	-	-	-	-	-
560 Vehicle	-	-	-	-	-	-
562 Truck	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>9,657</b>	<b>-</b>	<b>-</b>	<b>31,000</b>	<b>-</b>	<b>31,000</b>
<b>Fund Balance Gain/Loss</b>	<b>(1,327)</b>	<b>4,320</b>	<b>2,184</b>	<b>(29,000)</b>	<b>1,449</b>	<b>(29,500)</b>
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	90,000	-	-	-	-
<b>Ending Fund Balance</b>	<b>168,981</b>	<b>83,301</b>	<b>85,485</b>	<b>56,485</b>	<b>86,934</b>	<b>26,985</b>

## Storm Sewer Improvement Fund 403

DEPT. 48403		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		181,946	197,249	170,981	175,454	175,454	179,454
<b>REVENUES:</b>							
37300	Storm Sewer Fee	49,668	-	-	-	-	-
36211	Investment Interest	9,002	6,048	4,473	4,000	2,974	3,000
39999	Other	-	-	-	-	-	-
<b>Total Revenues</b>		<b>58,670</b>	<b>6,048</b>	<b>4,473</b>	<b>4,000</b>	<b>2,974</b>	<b>3,000</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	30,557	-	-	-	-	-
102	On-Call Pay	-	-	-	-	-	-
121	PERA Contributions	1,683	-	-	-	-	-
122	FICA Contributions	2,112	-	-	-	-	-
131	Group Insurance	2,584	-	-	-	-	-
151	Workers Compensation	-	-	-	-	-	-
<b>Personnel Costs</b>		<b>36,935</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
304	Engineering	6,303	11,816	-	-	-	-
327	Other Services	129	-	-	-	-	-
442	Misc	-	500	-	-	-	-
444	Contingency Funds	-	-	-	-	-	-
554	Storm System Repairs	-	-	-	-	-	-
<b>Operating Costs</b>		<b>6,432</b>	<b>12,316</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>		<b>43,367</b>	<b>12,316</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>		<b>15,303</b>	<b>(6,268)</b>	<b>4,473</b>	<b>4,000</b>	<b>2,974</b>	<b>3,000</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	20,000	-	-	-	-
<b>Ending Fund Balance</b>		<b>197,249</b>	<b>170,981</b>	<b>175,454</b>	<b>179,454</b>	<b>178,428</b>	<b>182,454</b>

## Park Improvement Fund 404

DEPT. 48404		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		<b>44,059</b>	<b>123,844</b>	<b>151,458</b>	<b>148,670</b>	<b>148,670</b>	<b>97,670</b>
<b>REVENUES:</b>							
33130	Grants	-	-	-	-	-	-
36230	Donations	-	-	-	-	-	-
36211	Investment Interest	2,834	4,065	3,946	3,000	2,500	2,000
<b>Total Revenues</b>		<b>2,834</b>	<b>4,065</b>	<b>3,946</b>	<b>3,000</b>	<b>2,500</b>	<b>2,000</b>
<b>EXPENDITURES:</b>							
304	Engineering	10,716	17,718	382	-	-	-
510	Land	-	-	-	-	-	-
524	Picnic Shelter	-	-	-	-	-	-
525	Playground	151	-	-	35,000	1,500	34,000
526	Park Path	-	-	-	-	-	-
527	Gen. Park Improvements	1,369	63,392	6,353	19,000	-	10,000
528	Court Improvements	105,434	-	-	-	-	-
<b>Total Expenditures</b>		<b>117,670</b>	<b>81,110</b>	<b>6,735</b>	<b>54,000</b>	<b>1,500</b>	<b>44,000</b>
<b>Fund Balance Gain/Loss</b>		<b>(114,836)</b>	<b>(77,046)</b>	<b>(2,789)</b>	<b>(51,000)</b>	<b>1,000</b>	<b>(42,000)</b>
39200	Transfers In	194,621	104,660	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>123,844</b>	<b>151,458</b>	<b>148,670</b>	<b>97,670</b>	<b>149,669</b>	<b>55,670</b>

## TIF Project Fund 405

DEPT. 48500		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		448,440	468,208	629,840	533,815	533,815	28,705
<b>REVENUES:</b>							
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 Mrkt Value Homestead Crdt	855	4,987	5,558	-	-	-
<b>Total Revenues</b>		<b>169,990</b>	<b>162,370</b>	<b>165,052</b>	<b>140,000</b>	<b>97,100</b>	<b>139,000</b>
<b>EXPENDITURES:</b>							
101	FT Employees	-	-	-	-	-	-
121	PERA Contribution	-	-	-	-	-	-
122	FICA Contribution	-	-	-	-	-	-
131	Group Insurance	-	-	-	-	-	-
133	Life Insurance	-	-	-	-	-	-
<b>Total Personnel Costs</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
304	Engineering	-	-	-	-	-	-
305	Legal Fees	-	-	-	-	-	-
327	Other Services	713	738	747	-	2,210	1,000
325	Other Imp. (Larpenteur)	-	-	-	-	-	-
<b>General Operating Costs</b>		<b>713</b>	<b>738</b>	<b>747</b>	<b>-</b>	<b>2,210</b>	<b>1,000</b>
<b>Total Expenditures</b>		<b>713</b>	<b>738</b>	<b>747</b>	<b>-</b>	<b>2,210</b>	<b>1,000</b>
<b>Fund Balance Gain/Loss</b>		<b>169,278</b>	<b>161,632</b>	<b>164,305</b>	<b>140,000</b>	<b>94,890</b>	<b>138,000</b>
39200	Transfers In	5,203	-	-	-	-	-
710	Transfers Out	154,713	-	260,329	600,000	600,000	-
<b>Ending Fund Balance</b>		<b>468,208</b>	<b>629,840</b>	<b>533,815</b>	<b>73,815</b>	<b>28,705</b>	<b>166,705</b>

## Sewer Improvement Fund 407

DEPT. 48407	2007	2008	2009	2010	2010	2011
	Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>	87,182	330,380	341,656	423,284	423,284	430,284
<b>REVENUES:</b>						
36211 Investment Interest	8,003	11,277	9,128	7,000	7,175	5,500
36100 Special Assessments	-	-	-	-	-	-
37240 Sewer Connections	-	-	72,500	-	-	-
<b>Total Revenues</b>	<b>8,003</b>	<b>11,277</b>	<b>81,628</b>	<b>7,000</b>	<b>7,175</b>	<b>5,500</b>
<b>EXPENDITURES:</b>						
304 Engineering	-	-	-	-	-	-
544 Other	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>	<b>8,003</b>	<b>11,277</b>	<b>81,628</b>	<b>7,000</b>	<b>7,175</b>	<b>5,500</b>
39200 Transfers In	235,195	-	-	-	-	-
710 Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>330,380</b>	<b>341,656</b>	<b>423,284</b>	<b>430,284</b>	<b>430,460</b>	<b>435,784</b>

## Sanitary Sewer Enterprise Fund 601

DEPT. 49000		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		<b>407,688</b>	<b>174,584</b>	<b>191,001</b>	<b>197,146</b>	<b>197,146</b>	<b>195,095</b>
<b>REVENUES:</b>							
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	-	-	-	-	-	-
<b>Total Revenues</b>		<b>236,090</b>	<b>229,104</b>	<b>234,715</b>	<b>245,000</b>	<b>193,263</b>	<b>245,000</b>
<b>EXPENDITURES:</b>							
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
<b>Personnel Costs</b>		<b>73,657</b>	<b>37,117</b>	<b>45,840</b>	<b>45,685</b>	<b>30,982</b>	<b>49,279</b>
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
<b>Operating Costs</b>		<b>160,342</b>	<b>175,570</b>	<b>182,730</b>	<b>201,366</b>	<b>142,047</b>	<b>194,350</b>
<b>Total Expenses</b>		<b>233,999</b>	<b>212,687</b>	<b>228,570</b>	<b>247,051</b>	<b>173,030</b>	<b>243,629</b>
<b>Fund Balance Gain/Loss</b>		<b>2,091</b>	<b>16,417</b>	<b>6,145</b>	<b>(2,051)</b>	<b>20,234</b>	<b>1,371</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	235,195	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>174,584</b>	<b>191,001</b>	<b>197,146</b>	<b>195,095</b>	<b>217,380</b>	<b>196,466</b>

## Storm Sewer Enterprise Fund 602

DEPT. 49100		2007	2008	2009	2010	2010	2011
		Actual	Actual	Actual	Adopted	As of Oct 31	Proposed
<b>BEGINNING BALANCE</b>		(3,299)	(3,299)	29,468	35,318	35,318	32,913
<b>REVENUES:</b>							
37300	Storm Sewer Fee	-	48,763	48,351	50,000	41,340	50,000
36211	Investment Interest	-	429	791	1,000	613	700
39999	Other	-	-	-	-	-	-
<b>Total Revenues</b>		-	<b>49,192</b>	<b>49,142</b>	<b>51,000</b>	<b>41,953</b>	<b>50,700</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	-	16,112	19,898	23,465	14,382	30,369
102	On-Call Pay	-	3,792	2,768	5,000	3,429	5,000
121	PERA Contributions	-	1,318	1,431	1,993	1,608	2,564
122	FICA Contributions	-	1,644	1,693	2,178	1,826	2,706
131	Group Insurance	-	1,737	2,220	3,000	2,666	4,284
151	Workers Compensation	-	858	1,045	669	613	777
<b>Personnel Costs</b>		-	<b>25,461</b>	<b>29,054</b>	<b>36,305</b>	<b>24,524</b>	<b>45,700</b>
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	-	394	340	500	337	500
227	Tools & Equipment	-	51	-	100	-	100
228	Misc. Repairs/Maint/Supply	-	-	26	-	-	-
301	Auditing	-	1,350	1,613	1,700	1,610	1,700
304	Engineering	-	-	7,281	3,000	-	9,000
308	Training/Conferences	-	-	-	500	70	500
327	Other Services	-	5,759	1,454	7,000	5,866	3,000
352	Public Information Notice	-	-	80	-	84	100
361	General Liability	-	1,520	1,539	1,700	1,666	1,700
391	Telephones/Pagers	-	228	263	300	188	300
402	City Truck Repair/Maint.	-	-	333	-	151	1,000
425	Clothing	-	786	933	800	814	900
438	Dues & Subscriptions (Permits)	-	875	375	500	500	500
442	Misc. (Public Education)	-	-	-	1,000	217	1,000
444	Contingency Funds	-	-	-	-	-	-
501	Depreciation	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
554	Storm System Repairs	-	-	-	-	-	-
<b>Operating Costs</b>		-	<b>10,963</b>	<b>14,238</b>	<b>17,100</b>	<b>11,504</b>	<b>20,300</b>
<b>Total Expenditures</b>		-	<b>36,424</b>	<b>43,293</b>	<b>53,405</b>	<b>36,028</b>	<b>66,000</b>
<b>Fund Balance Gain/Loss</b>		-	<b>12,768</b>	<b>5,849</b>	<b>(2,405)</b>	<b>5,925</b>	<b>(15,300)</b>
39200	Transfers In	-	20,000	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>(3,299)</b>	<b>29,468</b>	<b>35,318</b>	<b>32,913</b>	<b>41,243</b>	<b>17,613</b>





## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date December 14, 2010

ITEM NUMBER David Gardner Request

STAFF INITIAL 

APPROVED BY ADMINISTRATOR \_\_\_\_\_

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

David Gardner, 2311 Ione, previously appeared before the Council to discuss installing pervious pavers from the curb to his front door. As the current ordinance only allows for cement sidewalks, he would like the Council to change the ordinance as pavers are considered a LID - a low impact design by stormwater professionals. Staff from the Mississippi Watershed Management Organization (MWMO) and Rice Creek Watershed District provided general letters of support for pavers at Gardner's request. They could not provide support for his specific project because each project varies; soil conditions play a big role in viability.

As Gardner mentioned, a pervious pavers system is different than just laying down decorative bricks. It requires the right soil conditions to allow water to percolate through the soil. I included a brochure from Bonestroo as they have been experimenting with pervious pavers to deal with their drainage problems. Their office is on the north side of TH280 and Highway 36 if you would like to see an example.

The City has a section of code governing sidewalks and another section governing drive-ways. If the Council would like to allow pavers in both applications, both ordinances would need to be amended.

As of right now, staff feel three things would need to be addressed if the ordinances are revised. First, the ordinances would have to address who is responsible for replacing the pavers when work is done in the boulevard. Currently, the company working in the right-of-way is responsible for replacing concrete sidewalks disturbed by their work. Next, the City would need authority to require the repair or replacement of pavers if they become a hazard, much like what is currently in place for concrete sidewalks. Finally, there should be installation standards to ensure the installation is appropriate for the application. The final item is the most challenging. MWMO staff told me the Washington Conservation District has been charged with drafting a model ordinance for cities.

At some point, the city may be required to allow these sorts of LID practices as part of the City's stormwater management plan. The city engineer told me that Bonestroo is drafting ordinances that allow residents to receive stormwater credit for things like pervious pavers.

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

To receive credit, however, the designs have to be engineer reviewed and require the applicant to provide soil samples, etc.

Gardner mentioned he would like to do the work around his house this spring. I hope to have a better idea of when the model ordinance will be completed by the time of the meeting.

Gardner prepared a very informative packet which follows.

**OPTIONS:**

**STAFF RECOMMENDATION:**

Listen to Gardner's presentation; provide staff direction if you would like us to work on an ordinance revision.

**COUNCIL ACTION:**

## Parking Lot with Pervious Pavement



**PERVIOUS PAVEMENT REDUCES  
STORMWATER RUNOFF**

When Bonestroo added a new four-story office building to its 12-acre headquarters campus in St. Paul, additional parking was required. To maximize the developable site area, we chose to meet water quality and volume storage requirements by installing pervious parking lot pavement as both an environmental and development friendly solution.

Pervious pavement reduces runoff by collecting water in subsurface recharge beds and then allowing it to discharge at a controlled rate to ponds, or infiltrate into the soil below. The recharge bed allows pollutants to be filtered and removed before stormwater is discharged.

Although installing pavers costs more than bituminous surfaces, the costs can be offset by eliminating the need for storm pipe and inlets. Less land must be set aside for retention ponds and irrigation needs for plantings are reduced. These surfaces are also cooler than traditional parking lots, reducing the heat island effect, and provide more visual interest.



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date December 14, 2010

ITEM NUMBER Skow Request

STAFF INITIAL 

APPROVED BY ADMINISTRATOR

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

Harvey Skow addressed the Council at the November 9 city council meeting. He asked the Council to consider compensating him for the property taxes he pays on the easement area recently agreed to during the lawsuit settlement. The city attorney drafted the letter I mailed asking Skow to put his request in writing. Skow did this; the memo is attached. He is asking the City to compensate him based on either proposal 1 or 2. The cost of proposal 1 is \$1,425.95; the cost of proposal 2 is \$1,131.75.

Skow did not request property tax relief for the easement area during the settlement hearing or prior to signing the agreement. The attached settlement agreement states the Skows accepted \$8,500 in compensation for their claims and the long term easement. Section 6 clearly states the Skows agreed to release any and all claims they raised or *could have raised*. They could have request property tax relief for the easement area during settlement negotiations but chose not to.

Skow also asserts in his letter that the easement area does not "close." The city attorney's real estate staff confirmed the easement area was drafted correctly. Also attached is the most recent correspondence between Skow and the city attorney.

**OPTIONS:**

Determine whether to compensate the Skows based on their request.

**STAFF RECOMMENDATION:**

Motion to deny Harvey Skow's request for property tax relief as the Skows previously released the City of all claims they made or could have made at the time of the settlement agreement.

**COUNCIL ACTION:**

November 22, 2010

Dear Heather,

Thank you for your letter of November 16, 2010.

I would like compensation for both the City's prior and future use of my property. I have a couple of proposals for consideration. Both are based on the City's claim that the alley has been continuously used in its present location as stated in Dave's affidavit submitted to the court.

I have owned and paid taxes on Lots 11 & 12 since 1984.

Proposal 1, based on the City's statements;

I believe the City Attorney told me that the amount of the settlement for the easement was \$2500. I assume that figure was based on the City's determination of the market value. Judge Faricy informed me that the assessed value of the lots was \$80,000. I can only assume that that figure came from the City. My 2010 taxes were \$1832.60 on a total Taxable Market Value of \$173,500. The easement value is 1.44% of the total value and 1.44% of my 2010 taxes is \$26.41. I don't have records of my prior taxes back to 1984 but I would like the City to consider paying for prior use in today's dollars. Prior use would come to 25 years at \$26.41 or \$660.16. For the future use I would like the City to consider paying now for the future use for a minimum of 29 additional years also in today's dollars. That would come to another \$765.78. Alternately they may wish to consider annual payments of 1.44% of my estates future taxes.

Proposal 2, based on my calculation of the easement area.

My calculations indicate that the easement takes up 1.14% of the area of two of the lots it is over. I would like the City to consider that 1.14% is a reasonable estimation of the reduction in taxable value of my property due to this encumbrance on all three of my lots. 1.14% of my 2010 taxes are \$20.96. As the City maintains the position of "continuous use", the prior use consideration would come to \$523.96 and the future use would be \$607.79 if paid now.

I would like the City to know that in my calculations of the easement area I found that the legal description doesn't close. It appears to be off by about 0.1'. I suppose I should "realize" that like your ordinances, the numbers don't mean what is written??

I offer you a sincere "Thank You" to all for considering this request when you have no legal obligation to do so. I will greatly appreciate anything you can do for me.

Sincerely

Harvey A. Skow

1931 Carl St.

Lauderdale, MN 55113

651-636-1258

[hskow@mac.com](mailto:hskow@mac.com)

[hskow43@comcast.net](mailto:hskow43@comcast.net)



## SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT is made this \_\_\_\_ day of August, 2010, by and between JEANETTE O. SKOW AND HARVEY ALLEN SKOW, husband and wife, and the CITY OF LAUDERDALE, a public corporation under the laws of Minnesota (the "City").

### RECITALS

WHEREAS, Jennette and Harvey Skow (hereinafter "Plaintiffs" or "Skows") are the record owners of certain real property located at 1931 Carl Street in Lauderdale, Minnesota, legally described as follows (the "Property"):

Lot 10, Block 4, Garcelon's Addition, Ramsey County, Minnesota;

AND

Lots 11 and 12 (except the East 65 feet), Block 4, Garcelon's Addition to St. Paul, Ramsey County, Minnesota;

WHEREAS, behind and immediately west of Plaintiffs' Property is a twelve foot wide platted alley running tangential to Roselawn Avenue ("Alley");

WHEREAS, in 2002, the City paved the Alley;

WHEREAS, Plaintiffs filed a legal action against the City on April 29, 2009, alleging that the Alley improvements caused damage, encroach upon Plaintiffs' Property, and cause excessive drainage onto Plaintiffs' Property; and that the City wrongfully removed Plaintiffs' retaining wall;

WHEREAS, the Alley encroaches onto a portion of Plaintiffs' Property and eventually extends approximately 4 feet onto the Property at Roselawn Avenue; and

WHEREAS, the parties wish to resolve their differences without further cost, delay and the uncertainty of litigating the matter in the courts.

### AGREEMENT

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

#### 1. REPRESENTATIONS AND WARRANTIES

The Skows represent and warrant that they hold a fee simple ownership interest in the Property, that they have full legal power and authority to encumber the Property as herein provided, and that as of the date hereof the Property is not subject to any liens, interests or encumbrances.

**2. PAYMENT**

The City agrees to pay the Skows Eight Thousand Five Hundred Dollars (\$8,500.00). The City shall make payment to the Skows within ten days after the City receives the Court's order for dismissal as described in paragraph 7 of this Agreement.

**3. LONG TERM EASEMENT FOR USE AND MAINTENANCE OF THE ALLEY**

In consideration of the payment set forth in Paragraph 2 of this Agreement and as further described in Exhibit A to this Agreement, the Skows agree to grant the City a long term easement for the use and maintenance of the Alley.

**4. CITY MAINTENANCE OF EXISTING CURB**

City agrees to maintain the existing asphalt curb located along the eastern edge of the alley from the southern edge of the Skow's garage to Ramsey County's right of way until the easement described in Exhibit A terminates.

**5. SETBACK VARIANCE FOR RETAINING WALL**

The Skows shall apply for a setback variance before installing a retaining wall along the portion of their Property that abuts the Alley. City agrees that the retaining wall may be constructed in alignment with the retaining wall on the property to the North of the Skows' and will extend directly South therefrom. City also agrees to waive all fees associated with applying for said setback variance as required by the City's Ordinances and fee schedules. After receipt of a complete application from the Skows, the City will follow its ordinary, required procedures, which include but are not limited to holding a public hearing on the application. Unless new and presently unknown information surfaces, the City intends to grant the Skows' request for a setback variance.

The Skows shall submit a completed application for the setback variance, obtain approval from the City, and complete the construction and installation of said retaining wall on or before September 1, 2011. If the Skows fail to meet this deadline, the City shall not be bound by the terms of this paragraph.

**6. MUTUAL RELEASE OF ALL CLAIMS**

Each party, on behalf of themselves, their heirs, administrators, representatives, successors and assigns, and anyone who obtains legal rights or claims from them, releases any and all claims they may have against the other arising out of or relating to the 2002 Alley improvements and all claims that were or could have been raised in *Harvey and Jennette Skow v. City of Lauderdale*, Ramsey County District Court File No. 62-CV-09-5832, including all claims for attorneys' fees and costs.

**7. DISMISSAL OF SUIT**


Contemporaneously with the execution of this Agreement, the parties shall also execute for filing a stipulation and order for dismissal with prejudice of Plaintiffs' Complaint in Ramsey County District Court (Court File No. 62-CV-09-5832).

**8. NON-WAIVER**

The City's delay or failure to enforce any provision of this Agreement shall not constitute a waiver of its rights to enforce that or any other provision.

By entering into this Agreement, the City does not waive its entitlement to any immunities under statute or common law.

**9. ENTIRE AGREEMENT**




This Agreement, together with the recitals stated above and any exhibits hereto that are incorporated by reference, states and contains the entire Agreement of the parties with respect to the subject matter hereof. No modification, release, discharge or waiver of any provision of this Agreement shall be of any force or effect unless made in writing and signed by the parties hereto. The parties acknowledge that they have not relied on any representations or statements, whether oral or written, other than the express terms of this Agreement, in signing this Agreement.

This Agreement may be modified or amended only by a writing executed by all the parties hereto under the provisions of this Agreement.

**10. GOVERNING LAW**

This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota.

**11. ACKNOWLEDGMENT OF READING AND UNDERSTANDING AND CONSULTATION WITH COUNSEL**



The Skows, by their signatures to this Agreement, acknowledge and agree that they have carefully read and understand all provisions of this Agreement, and that they have entered into this Agreement knowingly and voluntarily. The Skows further acknowledge that the City has advised them to consult with legal counsel before signing this Agreement, and that the Skows have consulted with or had the opportunity to consult with legal counsel before signing this Agreement.

**12. TITLES OF ARTICLES AND SECTIONS.**

Any titles of the several parts and sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing and interpreting any of its

provisions.

**13. COUNTERPARTS**

This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument

**14. SEVERABILITY**

In case any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired thereby.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the dates written below.

**JEANETTE O. SKOW AND HARVEY ALLEN SKOW**

\_\_\_\_\_  
Jeanette O. Skow

\_\_\_\_\_  
Date

\_\_\_\_\_  
Harvey Allen Skow

\_\_\_\_\_  
Date

**CITY OF LAUDERDALE**

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

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Heather Butkowski, Clerk

\_\_\_\_\_  
Date



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December 2, 2010

Mr. Harvey Skow  
1931 Carl Street  
Lauderdale, MN 55113

Dear Mr. Skow:

I am in receipt of your email dated November 30, 2010. Notwithstanding your threat of filing a complaint with the Lawyers Professional Responsibility Board, I will not recant or revise my legal conclusion that Section 7-4-3 of the Street Excavation Ordinance does not mandate the City's Public Works Coordinator to prepare rules and regulations with regard public road construction projects performed by the City or by a contractor on the City's behalf, such as the reconstruction of your alley by the City in 2002. Moreover, I have no idea what "lawful action" you would like the City to pursue with regard to your request for the rules and regulations referenced in Section 7-4-3. Finally, I would strongly urge you to consult legal counsel before carelessly accusing an attorney of an ethics violation or using the threat of an ethics complaint as a means of attempting to unlawfully influence the actions of the City or its agents.

Very truly yours,

KENNEDY & GRAVEN, CHARTERED

Robert A. Alsop

cc: Heather Butkowski

December 4, 2010

Dear Mr. Alsop,

Thank you for responding to my letter of November 30, 2010. It is clear that your "legal conclusion" is directly opposed to the ordinance (law). Very simply the law says, "shall" and you say it doesn't.

Your implied conclusion that "rules and regulations" do not apply to construction projects performed by the City or by a contractor on the City's behalf has no support in the ordinance (law). I agree that permits are not required for such work, but to conclude that such work is not to be regulated by the City's ordinance is ludicrous, and I believe totally opposed to the intent and purpose of the law. I believe the ordinance is intended to preserve the integrity of public improvements and protect private property as stated in the ordinance.

You should realize that I never requested "rules and regulations" with regard to any specific project and the ordinance does not exclude any "Street Excavations" from regulation. I simply asked for the "rules and regulations" that are required by law.

The ethical question here is: Are rules and regulations required, mandated or imperative by the law, or are they not? You know the answer to this question and have knowingly given a false answer. Ethically you are required to inform you client of what the law says as it is written. You have taken the liberty of concluding that the law does not mean what is written.

I don't know what I meant by lawful action, but when the City doesn't comply with their own ordinance there should be some action taken to get the City in legal compliance. A recommendation that the City's Public Works Coordinator prepare rules and regulations might be a good start. You might also recommend that the City amend the Street Excavation ordinance to specifically exempt the City and its contractors from any regulation by the ordinance in support of your "legal conclusion".

Finally, thanks for your advice to seek legal counsel. You have done an admirable job of defending the City's wrongdoings while showing little respect for the laws. I think you should do a little self-examination of your professional ethics. I can assure you that my complaint is not careless.

Sincerely

Harvey A. Skow  
1931 Carl St.  
Lauderdale, MN 55113  
651-636-1258  
[hskow@mac.com](mailto:hskow@mac.com)



ACTION REQUESTED	LAUDERDALE COUNCIL ACTION FORM
Consent _____	MEETING DATE <u>December 14, 2010</u>
Special _____	ITEM NUMBER <u>Rink/Warming House Attendants</u>
Public Hearing _____	STAFF INITIAL <u>Jim</u>
Report _____	APPROVED BY ADMINISTRATOR _____
Discussion/Action <u>X</u>	
Resolution _____	
Work session _____	

**BACKGROUND:**

**Hiring**

We received five applications for the Winter Rink/Warming House Attendant position. Heather & I interviewed the following four candidates last week.

Andy DuBord: Andy has been an Attendant for the city the past five seasons.

Joe Sax: Joe has been an Attendant for the city the past two seasons.

Derrick Sax

Nolan Wisen

We are recommending the city hire all four as Attendants, conditioned on a successful background check.

If all four accept, we anticipate that the two returning Attendants (Andy and Joe) will work the majority of the shifts, with Derrick and Nolan working approximately one shift per week.

**Pay**

We propose keeping the hourly rate at \$9.00/hour.

**OPTIONS:**

- 1) Approve proposed staffing of the warming house and the hourly rate.
- 2) Do not approve proposed staffing of the warming house and the hourly rate.

**STAFF RECOMMENDATION:**

- 1) Motion to approve proposed staffing of the warming house and the hourly rate.

**COUNCIL ACTION:**





**LAUDERDALE COUNCIL  
ACTION FORM**

**ACTION REQUESTED**

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

Meeting Date: December 14, 2010

ITEM NUMBER CA Contract & Compensation

STAFF INITIAL HP

APPROVED BY ADMINISTRATOR

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

I updated the employment agreement so it made sense going into the future. The City uses a 5 step pay scale. I am starting step 4 and step 5 would take effect next December. The compensation for those steps is reflected in the agreement. After step 5, employees generally only receive cost of living adjustments as granted by the Council.

**OPTIONS:**

- Amend or adopt the employment agreement.
- Recognize the step 4 pay increase.

If you have any questions or suggestions before the meeting, please let me know.

**STAFF RECOMMENDATION:**

**COUNCIL ACTION:**

**EMPLOYMENT AGREEMENT**

This **AGREEMENT** is entered into this 14th day of December 2010, by and between the City of Lauderdale, (hereinafter referred to as "City") and Heather Butkowski-Hinrichs, (hereinafter referred to as "Employee").

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Deleted: November 2008

WITNESSETH:

**WHEREAS**, the City desires to continue Heather Butkowski-Hinrichs' appointment as City Administrator under the terms and conditions set forth herein; and

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Deleted: to the position of

**WHEREAS**, Heather Butkowski-Hinrichs wishes to continue serving as City Administrator under the terms and conditions set forth herein,

Deleted: accept the City's offer of employment

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

**Section 1. Duties**

The City hereby agrees to continue employing the 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 14, 2010, through December 31, 2012. 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.

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**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, 2010, the Employee shall receive a salary of \$79,428.63 annually (Step 4). That will be adjusted to \$83,609.08, beginning December 1, 2011 (Step 5).
- B. 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.

<b>Deleted:</b> 2008
<b>Deleted:</b> 64,314.68
<b>Deleted:</b> 66,887.26
<b>Deleted:</b> January 1, 2009
<b>Deleted:</b> Thereafter, the City Administrator's wage, upon Council approval, will be adjusted per the step schedule.

**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 (MCMA), and Metropolitan Administrator and Managers Association (MAMA).

**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

**LAUDERDALE COUNCIL  
ACTION FORM**

**ACTION REQUESTED**

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

Meeting Date: December 14, 2010

ITEM NUMBER Playground Equipment

STAFF INITIAL JTB

APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

The crews installing the playground equipment got caught up in the snow and rain that started right before Thanksgiving. The equipment was installed but the area wasn't cleaned up and the ground is in need of restoration work (fixing ruts and reseeded).

When preparing for this meeting, we processed a payment to MN/WI Playground for the cost of the equipment minus a 5% retainer because we hadn't reached an agreement with them on the restoration work that needs to be done in the spring. Since then, they have agreed to: clean up the wood chips that are currently frozen to the new equipment; fix any issues with the wood chips once the ground thaws and we can see them (it snowed right after they were installed); rake up the wood chip path running from the equipment to the road; and smooth out/fill in the ruts left by their equipment and reseed.

In exchange, the City has offered to maintain the reseeded area and hold a retainer of \$2,000 (about 2.9%) over the winter. I attached some photos in case you didn't see the area before the snow fell.

**OPTIONS:**

- Agree to the terms noted above.
- Propose another retainer amount or payment option.

**STAFF RECOMMENDATION:**

Motion to withhold \$2,000 from MN/WI Playground until they correct the concerns noted above in the spring.

(This means they will receive the \$66,366.25 check in the current claims batch and staff will send them a check for \$1,500 before year end that will be approved at the first meeting in January).

**COUNCIL ACTION:**





**CITY OF LAUDERDALE**  
**\*Check Detail Register©**

DECEMBER 2010

		Check Amt	Invoice	Comment
<b>10100 NORTH STAR CHECKING</b>				
Paid Chk#	020540		12/14/2010	WASTE MANAGEMENT
E 404-48404-525	PLAYGROUND (CDBG)	\$107.74	5567093-0500-	playground demolition container
E 404-48404-525	PLAYGROUND (CDBG)	\$860.95	5768731-0500-	playground demolition container
	<b>Total WASTE MANAGEMENT</b>	<b>\$968.69</b>		
	<b>10100 NORTH STAR CHECKING</b>	<b>\$968.69</b>		
<b>Fund Summary</b>				
			<b>10100 NORTH STAR CHECKING</b>	
<b>404 PARK IMPROVEMENT</b>		<b>\$968.69</b>		
		<b>\$968.69</b>		