

**LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, NOVEMBER 25, 2008
7:30 P.M. CITY HALL
1891 WALNUT STREET**

FILE

1. ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVALS
 - a. Minutes of the November 13, 2008, City Council Meeting.
 - b. Claims totaling \$19,845.00.
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL
5. CONSENT
 - a. 2009 Rental Housing Licenses
 - b. Updated Employment Agreement with Colleen Callahan
 - c. Traffic Signal Post Color for TH280 Bridge Project
 - d. Final Payment to Allied Blacktop for 2008 Seal Coat Project
6. SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS
7. PUBLIC HEARINGS Public hearings are conducted so that the public affected by a proposal can have input in to the decision.
 - a. 2009 Budget Public Hearing
8. REPORTS
 - a. Smoke Testing Update
9. DISCUSSION / ACTION
 - a. 2009 Budget Discussion
 - b. Bolger Deed Restriction and Easement Agreement
 - c. City Administrator Contract
10. ITEMS REMOVED FROM THE CONSENT AGENDA
11. ADDITIONAL ITEMS
12. SET AGENDA FOR NEXT MEETING
 - a. 2009 Budget Adoption
 - b. 2009 Investment Policy
 - c. 2009 Rental Housing Licenses
 - d. 2009 Fee Schedule
 - e. 2009 City Council Meeting Schedule
 - f. Ordinance Amendment for Retaining Walls
13. WORK SESSION
14. ADJOURN

November 13, 2008

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

Councillors present: Lara Mac Lean, Denise Hawkinson, Karen Doherty, Clay Christensen, and Mayor Jeff Dains.

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

Mayor Dains asked for additions, deletions, or changes to the meeting agenda.

There being none, Councillor Hawkinson moved to approve the agenda. Councillor Mac Lean seconded the motion and it passed unanimously.

Councillor Christensen moved approval of the October 28, 2008, City Council minutes. Councillor Doherty seconded the motion and it passed unanimously.

Councillor Mac Lean asked where in the City Blue Chip Tree Service trimmed in October. Butkowski responded that staff would check with public works. Councillor Christensen noted that he saw them trimming on Eustis and Malvern.

Councillor Hawkinson moved approval of the claims totaling \$83,680.44. Councillor Mac Lean seconded the motion and it passed unanimously.

Mayor Dains asked if members of the public wished to address the Council.

There being no one, Councillor Christensen moved the consent agenda approving 2009 rental housing licenses and the GIS Users Group Joint Powers Agreement (JPA). Councillor Hawkinson seconded the motion and it passed unanimously.

The Council moved to the SCORE Grant for Recycling discussion item. Butkowski explained the City is eligible for recycling assistance each year from Ramsey County upon adoption of a resolution. For 2009, the City is eligible for \$4,866.

Councillor Mac Lean moved Resolution 111308B – A Resolution accepting SCORE grant funding from Ramsey County for Lauderdale's recycling program. Councillor Hawkinson seconded the motion and it passed unanimously.

Mayor Dains introduced appointment of a city administrator for discussion. Butkowski provided materials relating to previous administrator contracts.

Councilor Mac Lean asked Butkowski if she would accept the city administrator position if appointed. Butkowski responded that she would be willing to accept the position.

Councilor Hawkinson moved to appoint Heather Butkowski as the City Administrator for the City of Lauderdale. Councilor Mac Lean seconded the motion and it passed unanimously.

The Council discussed setting up a personnel committee to meet with Butkowski to negotiate a contract and pay scale. Councilors Christensen and Mac Lean volunteered for the committee.

Councilor Hawkinson moved to appoint Councilors Christensen and Mac Lean to a personnel committee with the purpose of negotiating a contract and pay scale with Butkowski. Councilor Doherty seconded the motion and it passed unanimously.

Mayor Dains opened discussion regarding the deputy clerk position vacated by Butkowski. Butkowski explained in the past the City posted open positions via such mediums as the city's website, the League of Minnesota Cities' website, and in local papers. Since persons interested in city government careers generally look for postings on the League of Minnesota Cities' website, she suggested posting notice there as well as on the city's website and at City Hall.

Mayor Dains reminded the group that when Butkowski was hired, the city administrator and assistant to the city administrator performed the initial interview with two council members participating in the second interview.

Councilor Mac Lean moved to authorize the city administrator to initiate and carry out the search for a deputy city clerk. Councilor Doherty seconded the motion and it passed unanimously.

The Council discussed the timeframe for carrying out the search. The goal would be to have the candidate identified by the January 13, 2009, city council meeting. Additionally, Butkowski was directed to discuss with Colleen Callahan, the interim deputy city clerk, her availability until the January 13 meeting.

The next item on the agenda related to a plat with variances for 1948 Walnut Street. Bownik explained the owners, Tim and Carly Rysgaard, were requesting to divide their lot into two lots. Lot one would have a lot width of 37.27 feet and a lot area of

LAUDERDALE CITY COUNCIL
MEETING MINUTES

Lauderdale City Hall
1891 Walnut Street
Lauderdale, MN 55113

Page 3 of 4

4,736,2716 square feet. Lot two would have a lot width of 42.87 feet and a lot area of 5,432,9151 square feet. As the lot division results in two lots that do not meet current zoning codes for lot width and lot area, the plat includes two variances for each lot. Bownik explained due to the simplistic nature of the division, the preliminary plat and final plat process were merged into one action. The plat adoption requires the Council hold a public hearing before acting on a resolution.

Mayor Dains opened the public hearing at 7:49 p.m. Carly Rysgaard addressed the Council. She noted that when she purchased the property along with her brother Tim, she was told it included a buildable lot. Their intention from the beginning was to renovate the existing home before building a "green" home on the secondary lot. She further explained that while new homes are to be built on sixty foot lots, those in her neighborhood are largely built on forty foot lots so this one would not be out of scale with the neighborhood and would afford as much green space as the others.

Tim Rysgaard addressed the Council. He addressed his desire to live in Lauderdale and live a low-impact lifestyle. With no further comments, the public hearing ended at 7:54 p.m.

Mayor Dains said he felt the Rysgaards were earnest people with persuasive arguments; however, past Councils took the position that homes should be built on sixty foot wide lots or greater. He felt the Council should follow those prior decisions.

Councilor Mac Lean questioned the lot coverage in regard to a garage should the Rysgaards choose to add one. Carly Rysgaard responded that their preliminary plans included a tuck under garage so additional space for a garage would not be necessary.

Councilor Doherty asked whether the home would still have to meet all the other zoning and building regulations. She is reluctant to allow for additional variances. Bownik responded they would.

Councilor Christensen said he agrees a forty foot lot is small, but thinks the proposal is a direct way to solve a problem the Rysgaards fell into with the property.

Councilor Mac Lean asked whether setbacks or lot coverage standards changed for a property of the size proposed.

Carly Rysgaard responded that they plan to exceed the five foot side yard setback on each side of the property. Councilor Doherty responded that the lot coverage standard of thirty percent would not change but it does impact how large the home can be.

Councilor Christensen moved Resolution 111308A – A Resolution Granting Final Plat Approval with Variances for Rysgaard Estates. Councilor Doherty seconded the motion with Councilors Mac Lean, Doherty, and Christensen voting yes and Councilor Hawkinson and Mayor Dains voting no. The resolution passed.

Bownik reported on the Halloween Event. 243 bags of candy were distributed along with almost all 400 hot dogs. Resident Jack Barlow supplied mini-donuts and the maze was about forty percent bigger thanks to John Mac Lean and Trygve Hansen. All the volunteers did a great job of setting up and per Colleen Callahan's request, Sam's Club donated two boxes of hot dogs.

Councilor Mac Lean suggested more delegation of tasks prior to set up. Additionally, the Mayor suggested more volunteers be assigned for clean up. He was concerned more residents were not volunteering and its impact on future events. Bownik said the best recruitment results from neighbors asking neighbors to help.

On the next agenda is a public hearing for the 2009 Budget.

Councilor Christensen also reported that the next Ramsey County League of Local Government meeting was changed from November 20 to December 11 at Maplewood City Hall.

Councilor Hawkinson moved to adjourn the meeting. Councilor Christensen seconded the motion and it carried. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Heather Butkowski
Acting City Administrator

**CITY OF LAUDERDALE
CLAIMS FOR APPROVAL**

November 25, 2008 City Council Meeting

| | |
|--|------------|
| Payroll | |
| 11/14/08 Payroll: Direct Deposit # 500644-500649&008038-008050 | \$8,336.07 |
| 11/14/08 Payroll: Payroll Liabilities, e-payments 306E-308E | \$5,067.97 |
| Vendor Claims | |
| 11/25/08 Claims: Check #s 19458-19470 | \$6,440.96 |

Subtotal of Claims From Above \$19,845.00

Allied Blacktop per Bonostroo Contract; 2nd and final payment (#019457) \$2,768.32

Total Claims for Approval \$22,613.32

CITY OF LAUDERDALE

Paid Register

| Check Number | Employee Number | Employee Name | Pay Period | Pay Group | Check Amount | Check Date | Check Status |
|--------------|-----------------|------------------------|------------|-----------|-------------------|------------|--------------|
| 500648 | 000000002 | HINRICHS, DAVID C | 23 | BI-WEEKLY | \$1,102.21 | 11/13/2008 | Outstanding |
| 500649 | 000000005 | HUGHES, JOSEPH A | 23 | BI-WEEKLY | \$1,672.45 | 11/13/2008 | Outstanding |
| 500644 | 000000011 | BOWNIK, JAMES | 23 | BI-WEEKLY | \$1,478.37 | 11/13/2008 | Outstanding |
| 008042 | 000000039 | GORDEN, ELEANOR | 23 | BI-WEEKLY | \$64.00 | 11/13/2008 | Outstanding |
| 008043 | 000000052 | JAMES, VIRGINIA | 23 | BI-WEEKLY | \$64.00 | 11/13/2008 | Outstanding |
| 008048 | 000000043 | SVENTEK, MARY JANE | 23 | BI-WEEKLY | \$124.00 | 11/13/2008 | Outstanding |
| 008046 | 000000031 | MOFFATT, ANDREA M | 23 | BI-WEEKLY | \$60.00 | 11/13/2008 | Outstanding |
| 008044 | 000000032 | KVALBEIN, JULIANE | 23 | BI-WEEKLY | \$139.50 | 11/13/2008 | Outstanding |
| 008050 | 000000035 | WISEN, CRYSTAL | 23 | BI-WEEKLY | \$128.00 | 11/13/2008 | Outstanding |
| 008040 | 000000038 | BOWE, DONNA | 23 | BI-WEEKLY | \$64.00 | 11/13/2008 | Outstanding |
| 500647 | 000000004 | DOHERTY, KAREN | 23 | BI-WEEKLY | \$124.00 | 11/13/2008 | Outstanding |
| 500645 | 000000007 | BUTKOWSKI-HINRICHS, HE | 23 | BI-WEEKLY | \$1,643.64 | 11/13/2008 | Outstanding |
| 008047 | 000000012 | STEWART, WILLIAM C. | 23 | BI-WEEKLY | \$124.00 | 11/13/2008 | Outstanding |
| 008045 | 000000100 | MANGEN, GAYLE | 23 | BI-WEEKLY | \$64.00 | 11/13/2008 | Outstanding |
| 008049 | 000000099 | TANAMACHII, JEANNE | 23 | BI-WEEKLY | \$60.00 | 11/13/2008 | Outstanding |
| 008044 | 000000098 | CRAFT, PATRICIA | 23 | BI-WEEKLY | \$60.00 | 11/13/2008 | Outstanding |
| 500646 | 000000017 | CALLAHAN, COLLEEN | 23 | BI-WEEKLY | \$1,179.90 | 11/13/2008 | Outstanding |
| 008038 | 000000097 | SIMONS, HANS | 23 | BI-WEEKLY | \$124.00 | 11/13/2008 | Outstanding |
| 008039 | 000000096 | SUNDEEN, KAREN | 23 | BI-WEEKLY | \$60.00 | 11/13/2008 | Outstanding |
| 008022 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008023 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008024 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008025 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008026 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008027 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008028 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008029 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008030 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008031 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008032 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008033 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008034 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008035 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008036 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008037 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| 008051 | VOID | VOID | 23 | BI-WEEKLY | \$0.00 | 11/13/2008 | VOID |
| | | | | | <u>\$8,336.07</u> | | |

CITY OF LAUDERDALE

Payments

Current Period: NOVEMBER 2008

Batch Name 111408pay Payment Computer Dollar Amt \$5,067.97 Posted

Refer 576 NORTH STAR BANK, CHECKING S CK# 000306E 11/14/2008
 Cash Payment G 101-21703 FICA WITHHOLDING. 11/14/08 payroll \$1,707.68
 Invoice
 Cash Payment G 101-21701 FEDERAL TAXES 11/14/08 payroll \$993.79
 Invoice

Transaction Date 11/13/2008 Due 0 NORTH STAR CHEC 10100 Total \$2,701.47
 Refer 577 PERA CK# 000307E 11/14/2008
 Cash Payment G 101-21704 PERA 11/14/08 Payroll \$1,150.93
 Invoice

Transaction Date 11/13/2008 Due 0 NORTH STAR CHEC 10100 Total \$1,150.93
 Refer 578 ICMA RETIREMENT TRUST - 457 CK# 000308E 11/14/2008
 Cash Payment G 101-21705 ICMA RETIREMENT 11/14/08 Payroll \$1,215.57
 Invoice

Transaction Date 11/13/2008 Due 0 NORTH STAR CHEC 10100 Total \$1,215.57
 Refer 579 NORTH STAR CHEC 10100 Total \$1,215.57
 Invoice

101 Fund Summary
 10100 NORTH STAR CHECKING \$5,067.97
 Pre-Written Checks \$5,067.97
 Checks to be Generated by the Compute \$0.00
 Total \$5,067.97

| | |
|---------------------------------------|------------|
| Pre-Written Checks | \$5,067.97 |
| Checks to be Generated by the Compute | \$0.00 |
| Total | \$5,067.97 |

CITY OF LAUDERDALE

*Check Detail Register©

NOVEMBER 2008

Check Amt Invoice Comment

| Check Amt | Invoice | Comment |
|-----------|---------|--|
| | | 10100 NORTH STAR CHECKING |
| | | Paid Chk# 019458 11/25/2008 CINTAS |
| | | E 602-49100-425 CLOTHING |
| | | E 601-49000-425 CLOTHING |
| | | Total CINTAS \$67.32 |
| | | Paid Chk# 019459 11/25/2008 CITY OF FALCON HEIGHTS |
| | | E 101-42100-321 FIRE CALLS |
| | | Total CITY OF FALCON HEIGHTS \$396.86 |
| | | Paid Chk# 019460 11/25/2008 EHLERS & ASSOCIATES |
| | | E 101-48100-306 CONSULTING FEES |
| | | Total EHLERS & ASSOCIATES \$46.25 |
| | | Paid Chk# 019461 11/25/2008 EUREKA RECYCLING |
| | | E 203-50000-389 RECYCLING CONTRACTOR |
| | | Total EUREKA RECYCLING \$1,537.83 |
| | | Paid Chk# 019462 11/25/2008 HUGHES & COSTELLO |
| | | E 101-42100-305 LEGAL FEES |
| | | E 101-42100-355 MISC PRINTING/PROCESS SER |
| | | Total HUGHES & COSTELLO \$1,964.25 |
| | | Paid Chk# 019463 11/25/2008 INTEGRA |
| | | E 101-41200-391 TELEPHONE/PAGERS |
| | | Total INTEGRA \$52.68 |
| | | Paid Chk# 019464 11/25/2008 NORTH SUBURBAN ACCESS CORP |
| | | E 202-49500-327 OTHER SERV- SEWER/NPDES I |
| | | Total NORTH SUBURBAN ACCESS CORP \$664.29 |
| | | Paid Chk# 019465 11/25/2008 OFFICE MAX |
| | | E 101-41500-201 GENERAL SUPPLIES |
| | | E 101-41200-201 GENERAL SUPPLIES |
| | | Total OFFICE MAX \$102.64 |
| | | Paid Chk# 019466 11/25/2008 PUBLIC EMPLOYEES INS PROGRAM |
| | | G 101-21706 HEALTH INSURANCE |
| | | Total PUBLIC EMPLOYEES INS PROGRAM \$521.17 |
| | | Paid Chk# 019467 11/25/2008 RAPIT PRINTING |
| | | E 101-41200-353 NEWSLETTER PRINTING |
| | | Total RAPIT PRINTING \$506.68 |
| | | Paid Chk# 019468 11/25/2008 SPRINT PCS |
| | | E 101-43000-391 TELEPHONE/PAGERS |
| | | E 601-49000-391 TELEPHONE/PAGERS |
| | | E 602-49100-391 TELEPHONE/PAGERS |
| | | Total SPRINT PCS \$31.05 |
| | | 10/08 PW Cell Phone |
| | | 10/08 PW Cell Phone |
| | | 10/08 PW Cell Phone |

***Check Detail Register©**

CITY OF LAUDERDALE

NOVEMBER 2008

Check Amt Invoice Comment

Total SPRINT PCS \$62.09

Paid Chk# 019469 11/25/2008 UNIVERSITY OF MINNESOTA

E 101-43400-308 TRAINING/CONFERENCES

\$425.00

Building Official Institute -

Total UNIVERSITY OF MINNESOTA

\$425.00

Paid Chk# 019470 11/25/2008 XCEL ENERGY, PARK & GARAGE

E 101-45200-381 ELECTRIC 10/08 park/garage - electric \$14.79

E 101-45200-383 GAS UTILITIES 10/08 park/garage - gas \$32.16

E 101-43000-383 GAS UTILITIES 10/08 park/garage - gas \$32.16

E 101-43000-381 ELECTRIC 10/08 park/garage - electric \$14.79

Total XCEL ENERGY, PARK & GARAGE

\$93.90

10100 NORTH STAR CHECKING

\$6,440.96

Fund Summary

10100 NORTH STAR CHECKING

\$4,140.48

101 GENERAL

202 COMMUNICATIONS

\$664.29

203 RECYCLING

\$1,537.83

601 SEWER UTILITIES

\$49.18

602 STORM SEWER ENTERPRISE FUND

\$49.18

\$6,440.96

LAUDERDALE COUNCIL ACTION FORM

| |
|---|
| MEETING DATE <u>November 25, 2008</u> |
| AGENDA NUMBER <u>5A Rental Housing Licenses</u> |
| DESCRIPTION <u>2008 Rental Housing Licenses</u> |

| | |
|------------------------|---|
| 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"/> |

| | |
|--|---|
| 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 2009 and do not need an inspection this year. |
|--|---|

| | |
|----------------|--|
| OPTIONS | |
|----------------|--|

| | |
|-----------------------------|---|
| STAFF RECOMMENDATION | Approve rental housing licenses for 2009. |
|-----------------------------|---|

| | |
|-----------------------|--|
| COUNCIL ACTION | |
|-----------------------|--|

MOTION BY _____
 STAFF ACTION _____
 SECOND _____

LAUDERDALE COUNCIL ACTION FORM

Rental properties successfully completed the application process

- ❖ CVC Investments, 1634 Eustis, 1642 Eustis & 2400 Larpenieur
- ❖ Gene Christianson, 1850 Walnut Street

**LAUDERDALE COUNCIL
ACTION FORM**

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

| | |
|---------------------------|---------------------------|
| Meeting Date | November 25, 2008 |
| ITEM NUMBER | 5B - Employment Agreement |
| STAFF INITIAL | <i>HRB</i> |
| APPROVED BY ADMINISTRATOR | _____ |

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

After the last meeting, I spoke with Colleen Callahan about remaining in the deputy city clerk position until January 13, 2009, at which time we anticipate knowing more about the process to hire a permanent deputy city clerk. She agreed to continue working under the same terms and conditions. This Council action acknowledges the updated employment agreement between Colleen Callahan and the City of Lauderdale.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the Council agrees to employ Colleen Callahan as the interim deputy city clerk under the current terms and conditions through January 13, 2009.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Meeting Date November 25, 2008

ITEM NUMBER 5C - TH280 Bridge Posts

STAFF INITIAL *HRB*

APPROVED BY ADMINISTRATOR _____

Action Requested

Consent

Public Hearing _____

Discussion _____

Action _____

Resolution _____

Work Session _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

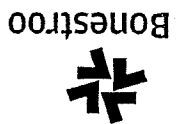
Dave Hall from Mn/DOT would like to know if the City Council prefers the signal light poles to be the brown color being used on the rest of the bridge or the standard yellow and green color. I asked him if there was a cost difference and he said there wouldn't be. I then asked Ramsey County if the City would have any additional responsibilities for painting the poles if they were not a standard color. They responded that the County does not paint signal light posts so the City would be responsible for any improvements made no matter what color.

OPTIONS:

STAFF RECOMMENDATION:

By adopting the consent agenda, the Council requests the architectural brown color be used for the signal light poles when the TH280 Bridge is replaced.

COUNCIL ACTION:



| | |
|--|-------------------------|
| Owner: City of Lauderdale, 1891 Walnut St., Lauderdale, MN 55113 | Date: November 6, 2008 |
| For Period: 7/3/2008 to 11/6/2008 | Request No: 2 AND FINAL |
| Contractor: Allied Blacktop Co., 10503 89th Ave. N., Maple Grove, MN 55369 | |

CONTRACTOR'S REQUEST FOR PAYMENT
 2008 SEAL COAT
 BONESTROO FILE NO. 000532-08006-0

SUMMARY

| | | | |
|----|---|----|-----------|
| 1 | Original Contract Amount | \$ | 46,730.50 |
| 2 | Change Order - Addition | \$ | 0.00 |
| 3 | Change Order - Deduction | \$ | 0.00 |
| 4 | Revised Contract Amount | \$ | 46,730.50 |
| 5 | Value Completed to Date | \$ | 45,334.40 |
| 6 | Material on Hand | \$ | 0.00 |
| 7 | Amount Earned | \$ | 45,334.40 |
| 8 | Less Retainage 0% | \$ | 0.00 |
| 9 | Subtotal | \$ | 45,334.40 |
| 10 | Less Amount Paid Previously | \$ | 42,566.08 |
| 11 | Liquidated damages - | \$ | 0.00 |
| 12 | AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 2 AND FINAL | \$ | 2,768.32 |

Recommended for Approval by:
BONESTROO

[Signature]

Approved by Contractor:
ALLIED BLACKTOP CO.

[Signature]

Specified Contract Completion Date:

Date:

Approved by Owner:
CITY OF LAUDERDALE

CITY OF LAUDERDALE

*Check Detail Register©

NOVEMBER 2008

Check Amt Invoice Comment

| 10100 NORTH STAR CHECKING | |
|---------------------------------|----------------------------|
| Paid Chk# 019457 | 11/25/2008 ALLIED BLACKTOP |
| E 401-48401-328 | STREET REPAIR |
| | Total ALLIED BLACKTOP |
| \$2,768.32 | \$2,768.32 |
| 08 seal coat payment #2/final | |
| 10100 NORTH STAR CHECKING | |
| | Total |
| \$2,768.32 | \$2,768.32 |
| 10100 NORTH STAR CHECKING | |
| | Total |
| \$2,768.32 | \$2,768.32 |
| 10100 NORTH STAR CHECKING | |
| | Total |
| \$2,768.32 | \$2,768.32 |
| 401 CAPITAL IMPROVEMENT STREETS | |
| | Total |
| \$2,768.32 | \$2,768.32 |

Fund Summary

LAUDERDALE COUNCIL ACTION FORM

| | | |
|---------------------------|---------------------|--|
| Meeting Date | November 25, 2008 | |
| ITEM NUMBER | 7 & 9A -2009 Budget | |
| STAFF INITIAL | HAB | |
| APPROVED BY ADMINISTRATOR | | |

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

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Staff notified residents through the city newsletter and the Roseville Review that the City Council is holding a public hearing tonight on the 2009 budget. After the hearing, staff will add final council recommendations to the budget before bring it back to the Council for adoption at the December 9 meeting.

My goal was to make the budget useful for the Council, residents, and staff. Hopefully, that was achieved. The introductory sections highlight aspects of the budget including the levy's impact on homeowners and capital improvement plans. The second section consists of the general and fund budgets for 2009. The final section provides details about the budgets so staff can code claims and receipts properly.

The newest financial data from October is also included. General fund expenditures were on target at 81.3% with 83.3% of the year completed. General fund revenues were at 54.0% with 83.3% of the budget year completed. This is expected as the City does not receive the final LGA allotment and property tax dollars until November and December.

Prior to the public hearing, I plan to present on the budget highlighting such items as the property taxes levied for 2009 and the projects the Council budgeted for.

OPTIONS:

I will have the 2009 final levy resolution prepared for the December 9 meeting.

STAFF RECOMMENDATION:

COUNCIL ACTION:

CITY OF LAUDERDALE

2009 BUDGET



City of Lauderdale
1891 Walnut Street
Lauderdale, Minnesota 55113
Phone: 651.792.7650
Fax: 651.631.2066
Website: www.ci.lauderdale.mn.us

TABLE OF CONTENTS

| | |
|----|---|
| 3 | INTRODUCTION |
| 3 | LAUDERDALE CITY COUNCIL |
| 3 | LAUDERDALE CITY STAFF |
| 4 | PRESENTATION OF BUDGET TO CITY COUNCIL |
| 6 | RESOLUTION 12098A - ADOPTING THE 2009 LEVY AND BUDGET |
| 7 | 2009 PROPERTY TAX INFORMATION |
| 8 | LAUDERDALE COMPARED TO NEIGHBORING JURISDICTIONS |
| 9 | PLANNED CAPITAL PROJECTS AND OTHER PROGRAMS |
| 11 | 2009 GENERAL FUND 101 |
| 11 | SUMMARY |
| 13 | GENERAL FUND REVENUE / EXPENDITURES |
| 23 | 2009 FUNDS 201 - 602 |
| 23 | SUMMARY |
| 23 | SPECIAL REVENUE FUNDS 302 - 304 |
| 24 | DEBT SERVICE FUNDS 302 - 304 |
| 27 | CAPITAL IMPROVEMENT FUNDS 401 - 407 |
| 30 | ENTERPRISE FUNDS 601 - 602 |
| 36 | 2009 WAGE AND BENEFITS SUMMARY |
| 38 | GENERAL FUND CHART OF ACCOUNTS DETAILS |
| 39 | SPECIAL & ENTERPRISE FUND CHART OF ACCOUNTS DETAILS |

Introduction

Lauderdale City Council

| | | |
|-------------------------|----------------|----------------------|
| Jeffrey Dains | Mayor | (Term Expires 12/09) |
| Clay Christensen | Council Member | (Term Expires 12/09) |
| Karen Doherty | Council Member | (Term Expires 12/09) |
| Denise Hawkinson | Council Member | (Term Expires 12/11) |
| Lara Mac Lean | Council Member | (Term Expires 12/11) |

Lauderdale City Staff

Heather Butkowski City Administrator

James Bownik Assistant to the City Administrator

Colleen Callahan..... Interim Deputy City Clerk

Dave Hinrichs..... Public Works Coordinator

Joe Hughes Public Works Maintenance

The Island in the Metra
City of Lauderdale

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

December 2008

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

I hereby present the 2009 Budget. This budget is the product of months of preparation involving several City Council meetings to discuss its content and its impact on the future of Lauderdale.

The budget attachment titled "2009 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 2009. The budget also compares Lauderdale 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 2009 are budgeted at \$1,829,121, while total expenditures are budgeted at \$1,985,089.

General Fund revenues are budgeted to increase 11.1% and expenditures (prior to budgeted transfers) are budgeted to increase 4.9% for 2009. The City is receiving an increase in local government aid (LGA) and fiscal disparities income for 2009. As a result, the preliminary property tax levy was only raised by 1.22%. For 2009, LGA comprises 49.1% of general fund revenue for 2009 compared to 42.5% for 2008.

General Fund

The General Fund is the largest City Fund. Revenue is primarily generated from property taxes, state aids, and fees for services. State aid and property taxes provide the two largest sources of city revenue. Additionally, fiscal disparities, a metropolitan area revenue sharing program, accounts for \$101,843 of the property tax revenue for 2009. This is an improvement over the \$96,437 the City received in 2008.

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.

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. Annually, the City Council authorizes the transfer of the post-audit General Fund balance that exceeds 45% of the next year's operating budget to capital improvement funds. The transfer percentages established by the City Council are: 50% to the Street Improvement Fund (401) and 50% to the Park Improvement Fund (404).

The Council is in the process of updating its Capital Improvements Plan which schedules upcoming capital expenditures by project, cost, and timeline. The capital improvement plans for 2009 are reflected in the 2009 budget.

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. In 2009, the fund also will support efforts to address excess sources of inflow and infiltration. The on-going expenses of the 602 Storm Sewer Fund are public education about storm water issues and street sweeping.

Conclusion

The 2009 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. In 2009, this will include an evaluation of Eustis Street from Roselawn to the southern city limits. 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

Resolution 120908A – Adopting the 2009 Levy and Budget

Will be included after adoption.

2009 Property Tax Information

How City Property Taxes are Calculated

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

2009 LEVY AND IMPACT ON LAUDERDALE HOMES

| | City | City | City | City | City | City | Jurisdictional |
|------|------------|-----------|------------------|------------------|---------------|----------|----------------|
| | Gross Levy | Fiscal | Net Levy (Local) | Disparities Levy | Capacity Levy | Tax Rate | Tax Rate |
| 2008 | \$551,634 | \$96,437 | \$455,197 | \$1,882,135 | \$1,835,530 | 24.19% | 85.98% |
| 2009 | \$558,381 | \$101,843 | \$456,538 | \$1,835,530 | \$1,835,530 | 24.87% | 89.64% |

| | Value | x Tax % | x Tax Rate | = City Tax on Median Lauderdale Home | DIFFERENCE |
|------|-----------|---------|------------|--------------------------------------|------------|
| 2008 | \$205,200 | 1% | 0.2419 | \$496.28 | |
| 2009 | \$197,200 | 1% | 0.2487 | \$490.44 | (\$5.84) |

| | Value | x Tax % | x Tax Rate | = City Tax on \$275,000 Home | DIFFERENCE |
|------|-----------|---------|------------|------------------------------|------------|
| 2008 | \$275,000 | 1% | 0.2419 | \$665.09 | |
| 2009 | \$275,000 | 1% | 0.2487 | \$683.93 | \$18.84 |

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, water management districts, and special districts. The total local tax rate represents the percentage of the net tax capacity levied within Ramsey County to fund county-wide governmental activities.

Lauderdale has one local tax rate. County-wide; however, tax rates can vary because of differences in property classes (residential, commercial, or industrial) and levies imposed by other taxing districts such as school districts, watershed districts, etc. The following chart compares Lauderdale to its Ramsey County peers. In instances where a city has more than one total local tax rate, the chart reflects the average of all of their total local tax rates. Overall, Lauderdale ranks 8 out of 18 cities in city tax rate and 3 out of 18 in the total local tax rate for 2009.

| MUNICIPALITY | PROPOSED CITY TAX LEVY | CITY TAX RATE | COUNTY TAX RATE | TOTAL LOCAL TAX RATE |
|------------------|------------------------|----------------|-----------------|----------------------|
| ARDEN HILLS | \$3,003,434 | 20.937% | 46.496% | 93.904% |
| BLAINE | 175,661 | 29.471% | 46.496% | 108.024% |
| FALCON HEIGHTS | 974,232 | 19.196% | 46.496% | 83.548% |
| GEM LAKE | 473,289 | 38.060% | 46.496% | 111.874% |
| LAUDERDALE | 558,381 | 24.872% | 46.496% | 89.562% |
| LITTLE CANADA | 2,506,854 | 21.537% | 46.496% | 91.756% |
| MAPLEWOOD | 16,078,320 | 33.955% | 46.496% | 106.734% |
| MOUNDS VIEW | 3,584,393 | 32.327% | 46.496% | 110.880% |
| NEW BRIGHTON | 7,395,708 | 37.547% | 46.496% | 115.146% |
| NORTH OAKS | 1,089,651 | 8.035% | 46.496% | 82.137% |
| NORTH ST. PAUL | 2,502,806 | 22.109% | 46.496% | 103.718% |
| ROSEVILLE | 13,270,580 | 26.607% | 46.496% | 96.221% |
| ST. ANTHONY | 1,227,868 | 50.328% | 46.496% | 137.683% |
| ST. PAUL (6) | 89,254,264 | 32.333% | 43.010% | 107.090% |
| SHOREVIEW | 8,712,178 | 25.342% | 46.496% | 95.486% |
| SPRING LAKE PARK | 81,118 | 45.539% | 46.496% | 124.092% |
| VADNAIS HEIGHTS | 3,051,728 | 19.338% | 46.496% | 93.722% |
| WHITE BEAR LAKE | 4,486,735 | 15.299% | 46.496% | 90.433% |
| AVERAGE | \$8,801,511 | 27.935% | 46.302% | 102.334% |

PLANNED CAPITAL PROJECTS AND OTHER PROGRAMS

Several capital projects and purchases are planned for 2009. Following is a detailed description of these projects and programs and the fund budgets that support them.

FUND 101 GENERAL FUND: PARK MAINTENANCE

Community Park: Pea gravel for playground \$1,000
Total Fund 101 \$1,000

FUND 202 COMMUNICATIONS FUND

City Hall: Technology Upgrades to Council Chambers \$14,000
 Infrastructure (Rack) Equipment
 Laptop Presentation Equipment
 Additional Camera
 Items needed to keep the picture from rolling when switched
 Cables, connectors or other materials.
 City Hall: Technology Upgrades for Computer Network \$3,500
Total Fund 202 \$17,500

FUND 402 GENERAL CAPITAL IMPROVEMENT FUND

P. W. Equipment: Replace John Deere tractor (inc. mower & bucket) \$30,000
 City Hall: Replace copier & fax \$10,000
 City Hall: 3-tub sink for kitchen \$1,000
Total Fund 402 \$41,000

FUND 404 PARK IMPROVEMENT FUND

Community Park: Playground Improvements \$34,000
 Remove the existing swings and monkey bars
 Add three new pieces including a whirly or sky runner, a climbing wall, and a single zip slide
 Add a new eight piece swing set at the site of the sand volleyball court
 Extend the concrete border around the expansion area
 Community Park: Warming House Roof \$5,000

2009 CIP TOTAL ALL FUNDS \$136,475

FUND 602 STORM SEWER FUND
 Surface Water Mgmt Plan: Public Education and Outreach Program \$5,000
 Surface Water Mgmt Plan: Staff training \$500
 Total Fund 602 \$5,500

FUND 601 SANITARY SEWER FUND
 Surface Water Mgmt Plan: Sanitary Infiltration/Inflow Program \$23,475
 Total Fund 601 \$23,475

Total Fund 404 \$48,000
 Walnut/Ione: Open Space Improvements \$10,000
 ■ "Lauderdale Picnic Area" signage
 ■ Woodchip path, benches, picnic table
 ■ Fencing on north property line
 Community Park: Upgrade shelter electrical \$4,000

2009 General Fund 101

Summary

| GENERAL FUND REVENUE | | CITY LEVIED TAXES | | STATE AIDE | | LICENSES AND FEES | | REVENUE OTHER | | TOTAL GENERAL FUND REVENUE | |
|----------------------------|-----------|-------------------|---------------|----------------------------|-----------|-------------------|---------------|----------------------------|-----------|----------------------------|---------------|
| 2006 | 2007 | 2008 | As of Oct. 31 | 2006 | 2007 | 2008 | As of Oct. 31 | 2006 | 2007 | 2008 | As of Oct. 31 |
| Actual | Actual | Adopted | Proposed | Actual | Actual | Adopted | Proposed | Actual | Actual | Actual | As of Oct. 31 |
| 369,805 | 436,970 | 470,634 | 217,918 | 369,805 | 436,970 | 470,634 | 217,918 | 369,805 | 436,970 | 470,634 | 217,918 |
| 1,357 | 2,860 | - | 617 | 1,357 | 2,860 | - | 617 | 1,357 | 2,860 | - | 617 |
| 111 | - | - | - | 111 | - | - | - | 111 | - | - | - |
| 74,284 | 80,585 | 81,000 | 50,393 | 74,284 | 80,585 | 81,000 | 50,393 | 74,284 | 80,585 | 81,000 | 50,393 |
| 445,558 | 520,415 | 551,634 | 268,928 | 445,558 | 520,415 | 551,634 | 268,928 | 445,558 | 520,415 | 551,634 | 268,928 |
| 359,418 | 408,143 | 463,233 | 231,617 | 359,418 | 408,143 | 463,233 | 231,617 | 359,418 | 408,143 | 463,233 | 231,617 |
| 1,198 | 1,198 | 1,198 | 599 | 1,198 | 1,198 | 1,198 | 599 | 1,198 | 1,198 | 1,198 | 599 |
| 36,291 | 30,650 | - | 14,442 | 36,291 | 30,650 | - | 14,442 | 36,291 | 30,650 | - | 14,442 |
| 396,907 | 439,991 | 464,431 | 246,658 | 396,907 | 439,991 | 464,431 | 246,658 | 396,907 | 439,991 | 464,431 | 246,658 |
| 65 | 130 | 65 | - | 65 | 130 | 65 | - | 65 | 130 | 65 | - |
| 32120 | 400 | 300 | 100 | 32120 | 400 | 300 | 100 | 32120 | 400 | 300 | 100 |
| 32130 | 910 | 910 | 1,270 | 32130 | 910 | 910 | 1,270 | 32130 | 910 | 910 | 1,270 |
| 32140 | 550 | 770 | 525 | 32140 | 550 | 770 | 525 | 32140 | 550 | 770 | 525 |
| 32150 | 400 | 400 | 80 | 32150 | 400 | 400 | 80 | 32150 | 400 | 400 | 80 |
| 32160 | 210 | 55 | - | 32160 | 210 | 55 | - | 32160 | 210 | 55 | - |
| 32180 | 4,664 | 3,353 | 3,701 | 32180 | 4,664 | 3,353 | 3,701 | 32180 | 4,664 | 3,353 | 3,701 |
| 32240 | 410 | 380 | 310 | 32240 | 410 | 380 | 310 | 32240 | 410 | 380 | 310 |
| 34101 | 2,200 | 2,500 | 2,625 | 34101 | 2,200 | 2,500 | 2,625 | 34101 | 2,200 | 2,500 | 2,625 |
| 43103 | 145 | 410 | 100 | 43103 | 145 | 410 | 100 | 43103 | 145 | 410 | 100 |
| 34105 | - | - | - | 34105 | - | - | - | 34105 | - | - | - |
| 34109 | 20 | 111 | 20 | 34109 | 20 | 111 | 20 | 34109 | 20 | 111 | 20 |
| 34111 | - | - | - | 34111 | - | - | - | 34111 | - | - | - |
| 34114 | 50 | 925 | 50 | 34114 | 50 | 925 | 50 | 34114 | 50 | 925 | 50 |
| 34115 | - | - | - | 34115 | - | - | - | 34115 | - | - | - |
| 36100 | 3,792 | 3,220 | 970 | 36100 | 3,792 | 3,220 | 970 | 36100 | 3,792 | 3,220 | 970 |
| 36101 | - | - | - | 36101 | - | - | - | 36101 | - | - | - |
| 36102 | 541 | 348 | 250 | 36102 | 541 | 348 | 250 | 36102 | 541 | 348 | 250 |
| 36103 | - | - | - | 36103 | - | - | - | 36103 | - | - | - |
| 36200 | 3 | 52 | 63 | 36200 | 3 | 52 | 63 | 36200 | 3 | 52 | 63 |
| 36211 | 28,925 | 28,927 | 12,749 | 36211 | 28,925 | 28,927 | 12,749 | 36211 | 28,925 | 28,927 | 12,749 |
| 36230 | - | - | - | 36230 | - | - | - | 36230 | - | - | - |
| 36240 | 401 | 325 | 386 | 36240 | 401 | 325 | 386 | 36240 | 401 | 325 | 386 |
| 36250 | 5,110 | 1,409 | 4,553 | 36250 | 5,110 | 1,409 | 4,553 | 36250 | 5,110 | 1,409 | 4,553 |
| 36252 | 1,414 | 2,394 | - | 36252 | 1,414 | 2,394 | - | 36252 | 1,414 | 2,394 | - |
| 36255 | - | 60 | - | 36255 | - | 60 | - | 36255 | - | 60 | - |
| TOTAL OTHER REVENUE | 39,686 | 36,734 | 18,799 | TOTAL OTHER REVENUE | 39,686 | 36,734 | 18,799 | TOTAL OTHER REVENUE | 39,686 | 36,734 | 18,799 |
| PUBLIC SAFETY | 26,395 | 38,352 | 32,824 | PUBLIC SAFETY | 26,395 | 38,352 | 32,824 | PUBLIC SAFETY | 26,395 | 38,352 | 32,824 |
| FIRE | 2,709 | - | - | FIRE | 2,709 | - | - | FIRE | 2,709 | - | - |
| PLANNING & INSPECTIONS | 17,091 | 13,460 | 14,067 | PLANNING & INSPECTIONS | 17,091 | 13,460 | 14,067 | PLANNING & INSPECTIONS | 17,091 | 13,460 | 14,067 |
| TRANSFERS FROM OTHER FUNDS | - | 4,000 | - | TRANSFERS FROM OTHER FUNDS | - | 4,000 | - | TRANSFERS FROM OTHER FUNDS | - | 4,000 | - |
| 938,470 | 1,063,197 | 1,093,105 | 590,515 | 938,470 | 1,063,197 | 1,093,105 | 590,515 | 938,470 | 1,063,197 | 1,093,105 | 590,515 |

GENERAL FUND EXPENDITURES

| | |
|---------------------------------|---------|
| Legislative | 21,341 |
| Administrative | 68,841 |
| Elections | 15,832 |
| Public Safety | 287,953 |
| Police | 247,219 |
| Fire | 21,246 |
| Prosecution | 11,925 |
| Public Works | 67,829 |
| Planning & Inspections | 34,623 |
| Parks and Recreation | 51,283 |
| Development | 4,838 |
| EXPENDITURES BEFORE TRANSFERS | 484,711 |
| Contingency | - |
| Transfers Out | 162,379 |
| TOTAL GENERAL FUND EXPENDITURES | 647,090 |

| | | | |
|-----------|-----------|---------|-----------|
| 22,779 | 24,164 | 17,831 | 22,539 |
| 15,853 | 11,335 | 8,862 | 10,819 |
| 567,558 | 597,575 | - | 636,849 |
| 519,500 | 551,575 | 466,303 | 583,849 |
| 35,202 | 32,000 | 30,094 | 37,500 |
| 12,856 | 14,000 | 10,279 | 15,500 |
| 73,943 | 99,782 | 78,652 | 106,947 |
| 29,494 | 33,790 | 22,347 | 32,871 |
| 40,284 | 76,642 | 60,598 | 83,002 |
| - | 10,000 | 1,619 | 3,000 |
| 953,536 | 1,073,445 | 873,715 | 1,125,622 |
| - | 5,000 | - | 15,000 |
| 164,945 | 14,660 | 14,660 | 74,118 |
| 1,118,481 | 1,093,105 | 888,375 | 1,214,740 |

General Fund Revenue / Expenditures

| | 2006 | 2007 | 2008 | As of Oct. 31 | 2009 |
|-------------------------------------|--------------------|---------------|---------------|---------------|---------------|
| | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| | LEGISLATIVE(41100) | | | | |
| EXPENDITURES | | | | | |
| Personnel | | | | | |
| 103 Part-time employees | 13,200 | 12,800 | 13,200 | 11,000 | 13,200 |
| 122 FICA | 1,010 | 979 | 1,010 | 842 | 1,010 |
| 151 Workers Comp | - | - | 79 | - | 79 |
| Subtotal Personnel | 14,210 | 13,779 | 14,289 | 11,842 | 14,289 |
| General Operations | | | | | |
| 201 General Supplies | 11 | 9 | - | 63 | - |
| 202 Permanent Supplies | - | - | - | - | - |
| 203 Postage | - | - | - | - | - |
| 305 Legal Fees | - | - | - | - | - |
| 308 Training and Conferences | 9 | - | 750 | 285 | 500 |
| 331 Travel | - | - | 275 | 12 | 100 |
| 352 Publishing | - | - | - | - | - |
| 361 General Liability | 4,418 | 6,263 | 4,650 | 4,867 | 4,650 |
| 438 Dues and Subscriptions | 2,528 | 2,575 | 3,800 | 553 | 2,700 |
| 439 Special Events | - | 51 | 150 | - | 100 |
| 440 Meeting Expenses | 165 | 102 | 250 | 210 | 200 |
| 442 Miscellaneous Expenses | - | - | - | - | - |
| Subtotal General Operations | 7,131 | 9,000 | 9,875 | 5,990 | 8,250 |
| Capital Equipment | | | | | |
| 530 Furniture and Equipment | - | - | - | - | - |
| 538 Computer software and Equipment | - | - | - | - | - |
| Subtotal Capital Equipment | - | - | - | - | - |
| TOTAL LEGISLATIVE EXPENSES | 21,341 | 22,779 | 24,164 | 17,831 | 22,539 |

| | | ADMINISTRATION (41200) | | | |
|-----------------------------|------------------------------------|------------------------|----------------|----------------|----------------|
| | | 2006 | 2007 | 2008 | 2009 |
| | | Actual | Actual | Adopted | Proposed |
| | | | | As of Oct. 31 | |
| EXPENDITURES | | | | | |
| Personnel | | | | | |
| 101 | Full-time employees | 40,684 | 114,144 | 117,407 | 124,809 |
| 104 | Temp. employees | - | - | - | - |
| 121 | PERA | 2,441 | 6,032 | 7,925 | 8,737 |
| 122 | FICA | 3,171 | 7,696 | 8,982 | 9,548 |
| 131 | Benefits (health, dental, etc) | 3,627 | 8,871 | 12,903 | 13,752 |
| 151 | Workers Compensation | 828 | 1,018 | 704 | 749 |
| | Subtotal Personnel | 50,753 | 137,761 | 147,921 | 157,595 |
| General Operations | | | | | |
| 201 | General Supplies | 1,035 | 1,906 | 1,500 | 2,500 |
| 203 | Postage | 1,370 | 2,102 | 1,500 | 2,500 |
| 208 | Water cooler water | 260 | 175 | 300 | 400 |
| 301 | Auditing | - | 10,864 | 15,500 | 13,500 |
| 305 | Legal contract - Civil | - | 17,531 | 16,000 | 16,000 |
| 306 | Consulting fees | - | 2,231 | - | 2,500 |
| 307 | Computer Services | - | 1,560 | 3,000 | 1,600 |
| 308 | Training and conferences | 2,033 | 2,164 | 5,000 | 3,000 |
| 309 | Newspaper - Roseville Review | - | 9,537 | 8,900 | 9,100 |
| 331 | Travel Expenses | 2,012 | 1,113 | 1,800 | 1,500 |
| 352 | Public information and notices | - | - | - | - |
| 353 | Newletter Printing | - | 3,725 | 4,500 | 4,750 |
| 354 | Phonebook Printing | - | 200 | - | 3,561 |
| 355 | Miscellaneous printing & process | - | 1,521 | 1,200 | 1,500 |
| 361 | General liability | 3,452 | 5,179 | 4,500 | 4,550 |
| 391 | Telephones/Pagers | 1,989 | 2,055 | 2,000 | 2,000 |
| 401 | Copier | 1,212 | 997 | 1,300 | 1,600 |
| 404 | Computer Repair/Maintenance | - | - | 500 | 500 |
| 409 | Other equipment repair | - | - | - | - |
| 437 | Sales tax | 39 | - | 45 | - |
| 438 | Dues and Subscriptions | 1,894 | 2,685 | 3,391 | 3,500 |
| 440 | Meeting Expenses | - | - | - | 15 |
| 442 | Miscellaneous expenses | 368 | 319 | 300 | 2,310 |
| | Subtotal General Operations | 15,666 | 65,864 | 71,236 | 59,348 |
| Capital Expenditures | | | | | |
| 530 | Furniture and equipment | - | - | - | - |
| 531 | Office equipment | - | - | - | - |
| 534 | Office furniture | - | - | - | - |
| 538 | Computers and technology | 2,423 | - | 1,000 | 1,103 |
| | Subtotal Capital | 2,423 | - | 1,000 | 1,103 |
| | TOTAL EXPENSES | 68,841 | 203,625 | 220,157 | 229,595 |

| | | ELECTIONS (41500) | | | | | |
|-----------------------------|------------------------------------|-------------------|---------------|---------------|---------------|---------------|--|
| | | Actual | Actual | Adopted | As of Oct. 31 | Proposed | |
| | | 2006 | 2007 | 2008 | 2008 | 2009 | |
| EXPENDITURES | | | | | | | |
| Personnel | | | | | | | |
| 101 | Full-time employees | 9,797 | 10,972 | 6,555 | 6,005 | 5,901 | |
| 104 | Temp. employees | 1,788 | 1,503 | 1,700 | 1,217 | 2,000 | |
| 121 | PERA | 588 | 686 | 557 | 329 | 553 | |
| 122 | FICA | 749 | 839 | 632 | 459 | 604 | |
| 131 | Benefits (health, dental, etc) | 1,183 | 1,394 | 966 | 671 | 864 | |
| 151 | Workers Compensation | - | - | 50 | - | 47 | |
| | Subtotal Personnel | 14,106 | 15,394 | 10,460 | 8,681 | 9,969 | |
| General Operations | | | | | | | |
| 201 | General Supplies | 33 | 143 | 275 | 22 | 275 | |
| 327 | Other Services | 131 | 153 | 150 | 159 | 150 | |
| 331 | Travel Expenses | 161 | 69 | 75 | - | 75 | |
| 352 | Public Information & Notices | - | - | - | - | - | |
| 409 | Other equipment and repair | 16 | - | 200 | - | - | |
| 440 | Meeting expenses | 154 | 74 | 175 | - | 300 | |
| 442 | Miscellaneous expenses | - | 20 | - | - | 50 | |
| | Subtotal General Operations | 494 | 459 | 875 | 181 | 850 | |
| Capital Expenditures | | | | | | | |
| 530 | Furniture and equipment | - | - | - | - | - | |
| 531 | Office equipment | - | - | - | - | - | |
| 534 | Office furniture | - | - | - | - | - | |
| 538 | Computers and technology | 1,232 | - | - | - | - | |
| | Subtotal Capital | 1,232 | - | - | - | - | |
| | TOTAL EXPENSES | 15,832 | 15,853 | 11,335 | 8,862 | 10,819 | |

| | 2006 | 2007 | 2008 | As of Oct. 31 | Proposed |
|---|----------------|----------------|----------------|----------------|----------------|
| | Actual | Actual | Adopted | 2008 | 2009 |
| PUBLIC SAFETY (42100) | | | | | |
| REVENUE | | | | | |
| Levy | - | 1,147 | 2,000 | 794 | 1,500 |
| State Aide | - | 400 | 1,500 | 1,050 | 550 |
| False Fire Alarm | 540 | 400 | 1,500 | 1,050 | 550 |
| Fire Inspection Fee | 25,855 | 36,805 | 30,000 | 30,980 | 30,000 |
| Court Fines (including traffic tickets) | 26,395 | 38,352 | 33,500 | 32,824 | 32,050 |
| EXPENDITURES | | | | | |
| General Operations | | | | | |
| 305 Legal Fees - Prosecution | 10,282 | 10,200 | 12,000 | 8,626 | 13,000 |
| 308 Insurance | - | - | - | - | - |
| 319 Police Contract | 255,254 | 519,500 | 545,475 | 456,750 | 572,749 |
| 320 Fire Contract | 12,898 | 19,207 | 18,000 | 19,097 | 21,000 |
| 321 Fire Calls | 7,898 | 12,616 | 10,000 | 7,143 | 12,000 |
| 322 False Fire Alarms | - | 1,529 | 2,000 | 2,778 | 3,000 |
| 323 Fire Inspections | 450 | 1,850 | 2,000 | 1,075 | 1,500 |
| 355 Miscellaneous fees - Printing | 1,643 | 2,656 | 2,000 | 1,653 | 2,500 |
| 360 General Liability | - | - | - | - | 5,000 |
| 442 Miscellaneous expenses & Dispatch | 5,670 | - | 6,100 | 9,553 | 6,100 |
| Subtotal General Operations | 294,094 | 567,558 | 597,575 | 506,676 | 636,849 |
| TOTAL EXPENSES | 294,094 | 567,558 | 597,575 | 506,676 | 636,849 |

| EXPENDITURES | | | | | |
|-----------------------------|--------|---------|---------------|---------------|----------|
| PUBLIC WORKS (43000) | | | | | |
| 2006 | 2007 | 2008 | As of Oct. 31 | 2008 | Proposed |
| Actual | Actual | Adopted | 2008 | As of Oct. 31 | 2009 |
| Personnel | | | | | |
| 101 | 21,039 | 22,096 | 44,375 | 37,284 | 44,638 |
| | | | | | |
| 102 | - | - | - | 675 | 1,000 |
| | | | | | |
| 121 | 1,262 | 2,995 | 2,995 | 2,463 | 3,125 |
| | | | | | |
| 122 | 1,684 | 1,729 | 3,395 | 3,064 | 3,415 |
| | | | | | |
| 131 | 1,798 | 2,096 | 5,727 | 3,109 | 5,688 |
| | | | | | |
| 151 | 1,783 | 2,666 | 2,940 | 3,703 | 2,806 |
| | | | | | |
| | 27,566 | 29,967 | 59,432 | 50,297 | 60,672 |
| General Operations | | | | | |
| 202 | 107 | 142 | 275 | - | 275 |
| | | | | | |
| 212 | 2,084 | 2,556 | 2,500 | 1,804 | 2,500 |
| | | | | | |
| 213 | 82 | - | 125 | - | 125 |
| | | | | | |
| 225 | - | - | 100 | - | 100 |
| | | | | | |
| 226 | 11 | 48 | 150 | 5 | 150 |
| | | | | | |
| 227 | 11 | 48 | 200 | - | 200 |
| | | | | | |
| 228 | 1,343 | 935 | 1,250 | 1,521 | 1,250 |
| | | | | | |
| 304 | 12,963 | 8,298 | 5,000 | 1,824 | 5,000 |
| | | | | | |
| 308 | 140 | 165 | 500 | 165 | 500 |
| | | | | | |
| 312 | 3,704 | 7,602 | 9,000 | 5,303 | 9,000 |
| | | | | | |
| 314 | 5,390 | 5,217 | 6,000 | 1,826 | 6,000 |
| | | | | | |
| 317 | 1,997 | 5,098 | 2,500 | 3,654 | 5,000 |
| | | | | | |
| 324 | - | - | 275 | 450 | 1,000 |
| | | | | | |
| 327 | 621 | 122 | 500 | 569 | 500 |
| | | | | | |
| 328 | 600 | - | 1,000 | 500 | 1,000 |
| | | | | | |
| 381 | 7,428 | 8,197 | 6,000 | 6,387 | 6,000 |
| | | | | | |
| 382 | 47 | 89 | 75 | 32 | 75 |
| | | | | | |
| 383 | 1,981 | 3,507 | 2,500 | 2,595 | 3,500 |
| | | | | | |
| 384 | 805 | 962 | 900 | 1,010 | 1,300 |
| | | | | | |
| 391 | 366 | 459 | 500 | 357 | 500 |
| | | | | | |
| 402 | 356 | 482 | 1,000 | 97 | 2,000 |
| | | | | | |
| 426 | - | - | - | - | - |
| | | | | | |
| 442 | 238 | 99 | - | 257 | 300 |
| | | | | | |
| | 40,263 | 43,976 | 40,350 | 28,355 | 46,275 |
| Capital Expenditures | | | | | |
| 530 | - | - | - | - | - |
| | | | | | |
| 538 | - | - | - | - | - |
| | | | | | |
| | 67,829 | 73,943 | 99,782 | 78,652 | 106,947 |
| TOTAL EXPENSES | | | | | |

PLANNING & INSPECTIONS (43400)

| | 2006 Actual | 2007 Actual | 2008 Adopted | 2008 As of Oct. 31 | 2009 Proposed |
|----------------------------------|-------------|-------------|--------------|--------------------|---------------|
| REVENUE | | | | | |
| Levy | | | | | |
| State Aide | | | | | |
| Other | | | | | |
| 32210 Building Permits | 11,778 | 9,646 | 10,000 | 9,016 | 5,000 |
| 32211 Zoning Permit Applications | 190 | 140 | 50 | 295 | 100 |
| 32225 Plan Review | 2,945 | 2,145 | 2,000 | 3,135 | 1,000 |
| 32230 Plumbing Permits | 1,306 | 544 | 500 | 597 | 200 |
| 32270 HVAC Permits | 823 | 671 | 650 | 800 | 500 |
| 34110 Variance Fee | - | 150 | - | 225 | - |
| 34112 Conditional Use Permit | 50 | 165 | - | - | - |
| 34113 Zoning Amendment | - | - | - | - | - |
| TOTAL REVENUE | 17,091 | 13,460 | 13,200 | 14,067 | 6,800 |

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Adopted | 2008 As of Oct. 31 | 2009 Proposed |
|------------------------------------|-------------|-------------|--------------|--------------------|---------------|
| Personnel | | | | | |
| 101 Full-time employees | 21,392 | 22,197 | 19,874 | 17,473 | 20,834 |
| 121 PERA | 1,284 | 1,387 | 1,341 | 1,008 | 1,458 |
| 122 FICA | 1,682 | 1,750 | 1,520 | 1,355 | 1,594 |
| 131 Benefits (health, dental, etc) | 1,792 | 1,806 | 2,691 | 1,818 | 2,808 |
| 151 Workers Compensation | - | - | 264 | - | 277 |
| Subtotal Personnel | 26,150 | 27,139 | 25,690 | 21,655 | 26,971 |
| General Operations | | | | | |
| 201 General Supplies | 11 | - | 75 | - | 75 |
| 202 Permanent Supplies | 107 | - | 100 | 46 | 100 |
| 203 Postage | 359 | 280 | 250 | 224 | 250 |
| 306 Consulting Fees | 1,969 | 203 | 2,000 | - | - |
| 308 Training and conferences | 470 | 460 | 500 | - | 500 |
| 312 Building Inspector | 927 | 699 | 2,000 | 2,000 | 2,000 |
| 327 Other Services | 2,939 | - | 2,000 | - | 2,000 |
| 331 Travel Expenses | 41 | - | 100 | - | 100 |
| 355 Miscellaneous Printing | 107 | - | 175 | - | 175 |
| 386 Gopher State One Call | 493 | 489 | 500 | 342 | 500 |
| 442 Miscellaneous expenses | 789 | - | - | 25 | - |
| 443 Surcharge Report | 262 | 224 | 400 | 55 | 200 |
| Subtotal General Operations | 8,473 | 2,355 | 8,100 | 693 | 5,900 |
| Capital Expenditures | | | | | |
| 530 Furniture and equipment | - | - | - | - | - |
| 531 Office equipment | - | - | - | - | - |
| 534 Office furniture | - | - | - | - | - |
| 538 Computers and technology | - | - | - | - | - |
| Subtotal Capital | - | - | - | - | - |
| TOTAL EXPENSES | 34,623 | 29,494 | 33,790 | 22,347 | 32,871 |

PARKS AND RECREATION (45200)
 Actual 2006 Actual 2007 Adopted 2008 As of Oct. 31 2008 Proposed 2009

EXPENDITURES

| | Actual 2006 | Actual 2007 | Adopted 2008 | As of Oct. 31 2008 | Proposed 2009 |
|--|---------------|---------------|---------------|--------------------|---------------|
| Personnel | | | | | |
| 101 Full-time employees | 36,803 | 26,173 | 50,255 | 41,711 | 52,114 |
| 104 Temp. employees | 3,358 | 4,838 | 5,000 | 4,199 | 5,500 |
| 121 FERA | 2,230 | 1,636 | 3,730 | 2,703 | 4,068 |
| 122 FICA | 3,254 | 2,423 | 4,227 | 3,693 | 4,446 |
| 131 Benefits (health, dental, etc) | 3,017 | 2,590 | 6,348 | 3,369 | 6,624 |
| 151 Workers Compensation | 727 | 2,600 | 332 | 1,925 | 2,000 |
| Subtotal Personnel | 49,390 | 40,260 | 69,892 | 57,600 | 74,752 |
| General Operations | | | | | |
| 201 General Supplies | 130 | 367 | 1,000 | 103 | 900 |
| 202 Permanent Supplies | 75 | 647 | 200 | 212 | 500 |
| 225 Landscaping Materials | 35 | 506 | - | 64 | 100 |
| 228 Miscellaneous Repairs & Maintenance. | 426 | 261 | 650 | 36 | 500 |
| 371 Non-Resident Reimbursement | 74 | 32 | 200 | 24 | 200 |
| 381 Electric | 1,013 | 367 | 1,100 | 469 | 1,200 |
| 382 Water | 186 | 308 | - | 48 | 350 |
| 383 Gas Utility | 1,273 | 840 | 1,500 | 781 | 1,500 |
| 384 Refuse | 34 | - | - | - | - |
| 391 Telephones and Pagers | 116 | 134 | 300 | - | 100 |
| 403 Mower repair | 321 | 24 | 300 | - | 300 |
| 412 Warming House Repair | 218 | - | 500 | - | 1,000 |
| 427 Porta Potty Rental | 578 | 593 | 1,000 | 962 | 1,100 |
| 442 Miscellaneous | - | - | - | 300 | 500 |
| Subtotal General Operations | 4,478 | 4,078 | 6,750 | 2,999 | 8,250 |
| Capital Expenditures | | | | | |
| 550 Other Improvements | 1,572 | - | - | - | - |
| Subtotal Capital | 1,572 | - | - | - | - |
| TOTAL EXPENSES | 51,283 | 40,284 | 76,642 | 60,598 | 83,002 |

REVENUE

DEVELOPMENT (48100)

2006 Actual 2007 Actual 2008 Adopted 2008 As of Oct. 31 2009 Proposed

Levy
State aide
Other

TOTAL REVENUE

EXPENDITURES

General Operations

306 Consulting Fees

442 Miscellaneous expenses

Subtotal General Operations

TOTAL EXPENSES

| | | | | |
|-------|-------|--------|-------|-------|
| 3,878 | 3,043 | 10,000 | 1,619 | 3,000 |
| 3,878 | 3,043 | 10,000 | 1,619 | 3,000 |
| 3,878 | 3,043 | 10,000 | 1,619 | 3,000 |

| | 2006 | 2007 | 2008 | 2008 | 2009 |
|-----------------------------|--------|--------|---------|---------------|----------|
| | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| REVENUE | | | | | |
| Levy | - | - | - | - | - |
| State aide | - | - | - | - | - |
| Other | - | - | - | - | - |
| TOTAL REVENUE | - | - | - | - | - |
| EXPENDITURES | | | | | |
| General Operations | - | - | - | - | - |
| 444 CONTINGENCY FUNDS | - | - | 5,000 | - | 15,000 |
| 710 OPERATING TRANSFERS | - | - | - | - | - |
| Subtotal General Operations | - | - | 5,000 | - | 15,000 |
| TOTAL EXPENSES | - | - | 5,000 | - | 15,000 |
| CONTINGENCY (45300) | | | | | |

| | 2006 | 2007 | 2008 | As of Oct. 31 | 2009 |
|------------------------------|----------------|----------------|---------------|---------------|---------------|
| | Actual | Actual | Adopted | 2008 | Proposed |
| TRANSFERS OUT (45400) | 25,000 | 79,871 | 14,660 | 14,660 | 31,000 |
| Transfers to 302 | 25,000 | - | - | - | - |
| Transfers to 303 | 35,000 | - | - | - | - |
| Transfers to 304 | 70,000 | - | - | - | - |
| Transfers to 401 | - | 79,871 | - | - | - |
| Transfers to 402 | 9,251 | - | - | - | - |
| Transfers to 403 | 9,251 | - | - | - | - |
| Transfers to 404 | 13,877 | - | - | - | - |
| Transfers to 405 | - | 5,203 | - | - | - |
| Total Transfers | 162,379 | 164,945 | 14,660 | 14,660 | 74,118 |
| EXPENDITURES | | | | | |
| 732 Transfers to 302 | 25,000 | - | - | - | - |
| 733 Transfers to 303 | 35,000 | - | - | - | - |
| 734 Transfers to 304 | 70,000 | - | - | - | - |
| 741 Transfers to 401 | - | 79,871 | - | - | - |
| 742 Transfers to 402 | 9,251 | - | - | - | - |
| 743 Transfers to 403 | 9,251 | - | - | - | - |
| 744 Transfers to 404 | 13,877 | - | - | - | - |
| 745 Transfers to 405 | - | 5,203 | - | - | - |
| TOTAL REVENUE | | | | | |
| REVENUE | | | | | |
| Levy | | | | | |

2009 Funds 201 - 602

Summary

| | 2005 | 2006 | 2007 | 2008 | 2008 As of Oct. 31 | 2009 Proposed |
|---------------------------------------|-----------------|-----------------|----------------|------------------|-----------------------|------------------|
| Total Revenues | 3,141 | 4,120 | 3,994 | 3,000 | 3,084 | 3,350 |
| 201 Community Events Fund | 19,063 | 15,575 | 21,600 | 19,800 | 11,352 | 16,800 |
| 202 Cable T.V. Fund | 39,861 | 40,565 | 41,074 | 38,725 | 25,672 | 38,366 |
| 301 TIF Debt Service Fund | 140,563 | 154,082 | 76,950 | - | - | - |
| 302 2000 Imp Debt Fund | 73,496 | 44,971 | 54,816 | 56,739 | 28,228 | 35,826 |
| 303 2002 Imp Debt Fund | 48,835 | 33,388 | 52,749 | 50,650 | 24,347 | 28,758 |
| 304 2003 Imp Debt Fund | 109,158 | 61,927 | 75,041 | 56,470 | 42,845 | 41,981 |
| 401 Street Improvement Fund | 14,926 | 63,383 | 18,902 | 10,000 | 12,986 | 10,000 |
| 402 General Capital Impr. Fund | 4,551 | 7,220 | 8,330 | 14,000 | 4,059 | 2,500 |
| 403 Storm Water Impr. Fund | - | - | 58,670 | 10,000 | 2,832 | 8,000 |
| 404 Park Improvement Fund | 2,770 | 4,538 | 2,834 | 1,500 | 108,230 | 1,800 |
| 405 TIF Project Fund | 590 | 82,469 | 169,136 | 159,000 | 92,254 | 145,000 |
| 407 Sewer Improvement Fund | 1,660 | 3,402 | 8,003 | 7,500 | 10,205 | 4,000 |
| 409 Water Utility Fund | 10,688 | 12,908 | 2,201 | - | - | - |
| 601 Sewer Utility Fund | 258,325 | 238,329 | 236,090 | 228,000 | 180,889 | 230,500 |
| 602 Storm Water Utility Fund | - | - | - | 47,500 | 53,349 | 47,500 |
| Total Revenue Before Transfers | 727,626 | 766,876 | 830,391 | 702,884 | 600,331 | 614,381 |
| Transfers* | | | | | | |
| | | | | 207,716 | | 74,118 |
| Total Revenues | 727,626 | 766,876 | 830,391 | 910,600 | 600,331 | 688,499 |
| Total Expenditures | 727,626 | 766,876 | 830,391 | 910,600 | 600,331 | 688,499 |
| 201 Community Events Fund | 2,448 | 3,371 | 5,160 | 3,075 | 3,801 | 4,200 |
| 202 Cable T.V. Fund | 13,621 | 22,917 | 25,576 | 17,375 | 14,424 | 33,940 |
| 203 Recycling Fund | 31,414 | 28,129 | 29,018 | 33,934 | 17,836 | 26,881 |
| 301 TIF Debt Service Fund | 144,025 | - | - | - | - | - |
| 302 2000 Imp. Debt Fund | 121,137 | 121,793 | 122,186 | 122,433 | 122,080 | 122,070 |
| 303 2002 Imp. Debt Fund | 161,555 | 153,294 | 149,356 | 150,609 | 150,256 | 146,153 |
| 304 2003 Imp. Debt Fund | 28,599 | 127,606 | 120,646 | 120,980 | 118,608 | 116,705 |
| 401 Street Improvement Fund | - | 40,764 | - | 65,500 | 60,482 | 45,500 |
| 402 General Capital Impr. Fund | 28,666 | 37,509 | 9,657 | - | 90,000 | 41,000 |
| 403 Storm Water Impr. Fund | 1,295 | 401 | 43,867 | 11,000 | 32,316 | 500 |
| 404 Park Improvement Fund | - | 96,680 | 117,670 | 90,000 | 72,511 | 53,000 |
| 405 TIF Project Fund | 5,564 | 664 | 713 | 300,000 | 738 | - |
| 407 Sewer Improvement Fund | - | - | - | - | - | - |
| 601 Sewer Utility Fund | 194,618 | 190,363 | 200,708 | 189,822 | 156,517 | 220,250 |
| 602 Storm Water Utility Fund | 34,917 | 31,406 | - | 44,470 | 27,592 | 49,268 |
| Total Expenditures | 767,858 | 854,899 | 824,558 | 1,149,197 | 867,160 | 859,467 |
| Surplus/(deficit) | (40,232) | (88,022) | 5,833 | (238,597) | (266,829) | (170,968) |

*2008 budgeted transfers have been posted and are reflected as revenues and expenditures.

Special Revenue Funds 302 - 304

| | | Community Events Fund 201 | | | | |
|----------------------------------|--------------|---------------------------|----------------|--------------|---------------|--------------|
| | | | | | | |
| DEPT. 45600 | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
| | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| BEGINNING BALANCE | 3,134 | 3,827 | 4,575 | 3,410 | 3,410 | 2,693 |
| REVENUES: | | | | | | |
| 34785 Park Events | - | - | 9 | - | - | - |
| 34786 Winter Event | 717 | 1,178 | 798 | 300 | 603 | 500 |
| 34787 Garage Sale | 60 | - | 50 | - | - | 50 |
| 34788 Day in the Park | 1,317 | 1,483 | 1,595 | 1,350 | 1,683 | 1,250 |
| 34789 Music under the trees | - | - | 34 | - | - | - |
| 34790 Other Events - March Dance | - | - | - | - | - | 600 |
| 34791 Pop Sales | - | - | - | - | - | - |
| 34792 T-Shirt Sales | - | - | 210 | - | 110 | 50 |
| 34795 Halloween Donations | 787 | 764 | 779 | 700 | 463 | 700 |
| 36211 Investment Interest | 102 | 198 | 199 | 150 | 117 | 100 |
| 36255 Misc. | 157 | 498 | 319 | 500 | 108 | 100 |
| Total Revenue | 3,141 | 4,120 | 3,994 | 3,000 | 3,084 | 3,350 |
| EXPENDITURES: | | | | | | |
| 202 Permanent Supplies | - | 214 | 176 | - | 43 | - |
| 369 Music Under the Trees | - | - | 252 | - | 535 | 600 |
| 370 Other Events - March Dance | - | - | - | - | - | 600 |
| 373 T-Shirts | - | - | 2,201 | - | 353 | - |
| 375 Winter Event | 768 | 808 | 857 | 875 | 1,011 | 800 |
| 376 Garage Sale | - | - | - | - | 34 | 50 |
| 377 Day in the Park | 984 | 1,134 | 1,112 | 1,200 | 1,450 | 1,300 |
| 378 Night Out | 113 | 124 | 99 | 150 | 103 | 150 |
| 379 Halloween Event | 420 | 700 | 252 | 475 | 106 | 400 |
| 437 Sales Tax | 16 | 136 | - | 100 | - | - |
| 440 Meeting Expenses | 147 | 256 | 212 | 275 | 167 | 300 |
| Total Expenses | 2,448 | 3,371 | 5,160 | 3,075 | 3,801 | 4,200 |
| Fund balance gain/loss | 693 | 749 | (1,166) | (75) | (717) | (850) |
| 39200 Transfers In | - | - | - | - | - | - |
| 710 Transfers Out | - | - | - | - | - | - |
| Ending Fund Balance | 3,827 | 4,575 | 3,410 | 3,335 | 2,693 | 1,843 |

| | | Communications Fund 202 | | | | |
|------------------------------|-------------------------------|-------------------------|---------|---------|---------------|----------|
| | DEPT. 49500 | 2005 | 2006 | 2007 | 2008 | 2009 |
| | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| BEGINNING BALANCE | | | | | | |
| REVENUES: | | | | | | |
| 36253 | Franchise Fees | 18,240 | 14,143 | 19,987 | 19,000 | 10,321 |
| 36211 | Investment Interest | 824 | 1,432 | 1,613 | 800 | 1,031 |
| 33600 | Grants | - | - | - | - | - |
| Total Revenues | | | | | | |
| | | 19,063 | 15,575 | 21,600 | 19,800 | 11,352 |
| EXPENDITURES: | | | | | | |
| 101 | Reg. Full Time Employees | 5,986 | 13,330 | 14,815 | 7,547 | 6,212 |
| 121 | PERA Contributions | 347 | 800 | 865 | 509 | 401 |
| 122 | FICA Contributions | 497 | 1,056 | 1,098 | 577 | 502 |
| 131 | Group Insurance | 672 | 1,127 | 1,193 | 897 | 513 |
| 151 | Workers Comp | - | - | - | 45 | 36 |
| Personnel costs | | | | | | |
| | | 7,501 | 16,313 | 17,971 | 9,575 | 7,627 |
| 202 | Permanent Supplies | - | - | - | - | - |
| 307 | Web Hosting | 450 | 300 | 420 | 500 | 444 |
| 327 | Other Service | 1,473 | 1,637 | 2,410 | 2,300 | 1,329 |
| 329 | Cable Franchise Fee | 4,196 | 4,667 | 4,774 | 5,000 | 5,023 |
| 530 | Furniture and Equipment | - | - | - | - | 17,500 |
| Total Operating Costs | | | | | | |
| | | 6,119 | 6,604 | 7,604 | 7,800 | 6,796 |
| Total Expenses | | | | | | |
| | | 13,621 | 22,917 | 25,576 | 17,375 | 14,424 |
| | | | | | | 33,940 |
| | Fund Balance gain/loss | 5,443 | (7,342) | (3,976) | 2,425 | (3,072) |
| 39200 | Transfers In | - | - | - | - | - |
| 710 | Transfers Out | - | - | - | - | - |
| | Ending Fund Balance | 42,849 | 35,507 | 31,531 | 33,956 | 28,459 |
| | | | | | | 11,319 |

| | | Recycling Fund 203 | | | | | |
|----------------------|-------------------------------|--------------------|---------------|---------------|---------------|---------------|---------------|
| | | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
| | | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| | Beginning Balance | 18,311 | 26,758 | 39,193 | 51,250 | 51,250 | 59,087 |
| REVENUES: | | | | | | | |
| 36100 | Recycling Fee | 34,900 | 34,644 | 34,734 | 34,000 | 19,213 | 33,000 |
| 36102 | Penalties & Interest | - | - | - | - | 50 | - |
| 33622 | SCORE Grant | 4,467 | 4,378 | 4,378 | 4,000 | 4,758 | 4,866 |
| 36211 | Investment Interest | 494 | 1,120 | 1,898 | 675 | 1,639 | 500 |
| 36255 | Other | - | 423 | 64 | 50 | 12 | - |
| | Total Revenues | 39,861 | 40,565 | 41,074 | 38,725 | 25,672 | 38,366 |
| EXPENDITURES: | | | | | | | |
| 101 | Reg. FT Employees | 8,262 | 7,774 | 8,664 | 4,354 | 3,683 | 1,714 |
| 121 | PERA Contributions | 469 | 467 | 495 | 294 | 240 | 120 |
| 122 | FICA Contributions | 686 | 631 | 647 | 333 | 301 | 131 |
| 131 | Group Insurance | 989 | 570 | 626 | 552 | 302 | 216 |
| 151 | Workers Comp | - | - | - | 26 | | 10 |
| | Personnel costs | 10,405 | 9,442 | 10,432 | 5,559 | 4,526 | 2,191 |
| 202 | Permanent Supplies | - | - | 500 | - | - | - |
| 327 | Other Service | 340 | 340 | 339 | 375 | 339 | 340 |
| 389 | Recycling Contract | 20,668 | 18,348 | 17,747 | 28,000 | 12,971 | 24,350 |
| | Operating Costs | 21,008 | 18,688 | 18,586 | 28,375 | 13,310 | 24,690 |
| | Total Expenditures | 31,414 | 28,129 | 29,018 | 33,934 | 17,836 | 26,881 |
| | Fund Balance Gain/Loss | 8,447 | 12,435 | 12,056 | 4,791 | 7,837 | 11,485 |
| | Transfers In | - | - | - | - | - | - |
| | Transfers Out | - | - | - | - | - | - |
| | Ending Fund Balance | 26,758 | 39,193 | 51,250 | 56,041 | 59,087 | 70,572 |

Debt Service Funds 302 - 304

2000 Improvements Debt Service Fund 302

| DEPT. 47200 | | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
|-------------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| BEGINNING BALANCE | | Actual | Actual | Actual | Adopted | As of Oct. 31 | proposed |
| | | 277,614 | 225,793 | 208,422 | 208,422 | 208,422 | 114,571 |
| REVENUES: | | | | | | | |
| 36102 | Penalties and Interest | 13,277 | 10,708 | 8,168 | - | 5,151 | - |
| 36211 | Investment Interest | 4,746 | 6,928 | 8,052 | 5,000 | 3,339 | 5,000 |
| 36100 | Special Assessments | 55,473 | 27,335 | 38,597 | 51,739 | 19,739 | 30,826 |
| Total Revenue | | 73,496 | 44,971 | 54,816 | 56,739 | 28,228 | 35,826 |
| EXPENDITURES: | | | | | | | |
| 601 | Bond Principal | 80,000 | 85,000 | 90,000 | 95,000 | 95,000 | 100,000 |
| 611 | Bond Interest | 40,870 | 36,333 | 31,520 | 26,433 | 26,433 | 21,070 |
| 621 | File Maintenance Charges | 267 | 461 | 666 | 1,000 | 647 | 1,000 |
| Total Expenditures | | 121,137 | 121,793 | 122,186 | 122,433 | 122,080 | 122,070 |
| Fund balance gain/loss | | (47,641) | (76,822) | (67,370) | (65,694) | (93,851) | (86,244) |
| 39200 | Transfers In | - | 25,000 | 50,000 | - | - | 31,000 |
| 710 | Transfers Out | - | - | - | - | - | - |
| Ending Fund Balance | | 277,614 | 225,793 | 208,422 | 142,729 | 114,571 | 59,327 |

2002 Improvements Debt Service Fund 303

| DEPT. 47300 | | 2005 | 2006 | 2007 | 2008 | 2008 | 2008 | 2009 |
|------------------------|--------------------------|-----------|-----------|----------|----------|---------------|-----------|-----------|
| BEGINNING BALANCE | | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed | |
| REVENUES: | | 353,695 | 503,529 | 418,623 | 372,016 | 372,016 | 246,107 | |
| 36102 | Penalties & Interest | - | 6,551 | 5,484 | - | - | 3,945 | |
| 36211 | Investment Interest | 8,847 | 14,942 | 16,669 | 7,500 | 7,500 | 7,841 | 7,000 |
| 36100 | Special Assessments | 39,988 | 11,895 | 30,396 | 43,150 | 43,150 | 12,561 | 21,758 |
| Total Revenue | | 48,835 | 33,388 | 52,749 | 50,650 | 50,650 | 24,347 | 28,758 |
| EXPENDITURES: | | 115,000 | 110,000 | 110,000 | 115,000 | 115,000 | 115,000 | 115,000 |
| 601 | Bond Principal | 115,000 | 110,000 | 110,000 | 115,000 | 115,000 | 115,000 | 115,000 |
| 611 | Bond Interest | 45,915 | 42,403 | 38,690 | 34,609 | 34,609 | 34,609 | 30,153 |
| 621 | File Maintenance Charges | 640 | 892 | 666 | 1,000 | 1,000 | 647 | 1,000 |
| Total Expenditures | | 161,555 | 153,294 | 149,356 | 150,609 | 150,609 | 150,256 | 146,153 |
| Fund Balance Gain/Loss | | (112,720) | (119,906) | (96,607) | (99,958) | (99,958) | (125,909) | (117,395) |
| 39200 | Transfers In | 262,554 | 35,000 | 50,000 | - | - | - | - |
| 710 | Transfers Out | - | - | - | - | - | - | - |
| Ending Fund Balance | | 503,529 | 418,623 | 372,016 | 272,057 | 272,057 | 246,107 | 128,712 |

2003 Improvements Debt Service Fund 304

| DEPT. 47400 | | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
|-------------------------------|--------------------------|---------|----------|----------|----------|---------------|----------|
| | | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| BEGINNING BALANCE | | 108,682 | 220,820 | 225,141 | 229,535 | 229,535 | 153,772 |
| REVENUES: | | | | | | | |
| 36102 | Penalties & interest | - | 12,282 | 10,745 | - | 6,928 | - |
| 36211 | Investment Interest | 8,244 | 14,200 | 20,243 | 7,000 | 11,534 | 7,000 |
| 36100 | Special Assessments | 100,914 | 35,445 | 44,053 | 49,470 | 24,383 | 34,981 |
| Total Revenue | | 109,158 | 61,927 | 75,041 | 56,470 | 42,845 | 41,981 |
| EXPENDITURES: | | | | | | | |
| 601 | Bond Principal | - | 100,000 | 95,000 | 95,000 | 95,000 | 95,000 |
| 611 | Bond Interest | 28,599 | 26,930 | 24,980 | 24,980 | 22,961 | 20,705 |
| 621 | File Maintenance Charges | - | 676 | 666 | 1,000 | 647 | 1,000 |
| Total Expenditures | | 28,599 | 127,606 | 120,646 | 120,980 | 118,608 | 116,705 |
| Fund Balance Gain/Loss | | 80,559 | (65,679) | (45,606) | (64,510) | (75,763) | (74,724) |
| 39200 | Transfers In | 35,000 | 70,000 | 50,000 | - | - | - |
| 710 | Transfers Out | 3,421 | - | - | - | - | - |
| Ending Fund Balance | | 220,820 | 225,141 | 229,535 | 165,025 | 153,772 | 79,048 |

Capital Improvement Funds 401 - 407

Street Improvement Fund 401

| DEPT. 48401 | 2005 | 2006 | 2007 | 2008 | As of Oct. 31 | 2008 | 2009 |
|-------------------------------|----------------|----------------|----------------|-----------------|-----------------|-----------------|----------|
| BEGINNING BALANCE | 351,103 | 366,029 | 388,648 | 487,421 | 487,421 | 439,925 | Proposed |
| REVENUES: | | | | | | | |
| Investment Interest | 8,787 | 15,238 | 18,902 | 10,000 | 12,986 | 10,000 | |
| Penalties & Interest | 9,056 | 13,826 | - | - | - | - | |
| Special Assessments | (2,917) | 34,319 | - | - | - | - | |
| Total Revenue | 14,926 | 63,383 | 18,902 | 10,000 | 12,986 | 10,000 | |
| EXPENDITURES: | | | | | | | |
| Street Repair | - | 40,599 | - | 60,000 | 46,944 | - | |
| Street Reconstruction | - | - | - | - | - | - | |
| Streetscaping | - | - | - | - | - | 40,000 | |
| Engineering | - | 165 | - | 5,500 | 13,538 | 5,500 | |
| Trees | - | - | - | - | - | - | |
| Total Expenditures | - | 40,764 | - | 65,500 | 60,482 | 45,500 | |
| Fund Balance Gain/Loss | 14,926 | 22,619 | 18,902 | (55,500) | (47,496) | (35,500) | |
| Transfers In | - | - | 79,871 | - | - | - | |
| Transfers Out | - | - | - | - | - | - | |
| Ending Fund Balance | 366,029 | 388,648 | 487,421 | 431,921 | 439,925 | 404,425 | |

General Capital Improvement Fund 402

| DEPT. 48000 | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
|-------------------------------|-----------------|-----------------|----------------|---------------|---------------|-----------------|
| BEGINNING BALANCE | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| | 200,739 | 190,717 | 169,678 | 168,351 | 168,351 | 82,410 |
| REVENUES: | | | | | | |
| Investment Interest | 4,551 | 6,710 | 8,330 | 4,000 | 4,059 | 2,500 |
| Depreciation | - | - | - | 10,000 | - | - |
| Other | - | 510 | - | - | - | - |
| Total Revenue | 4,551 | 7,220 | 8,330 | 14,000 | 4,059 | 2,500 |
| EXPENDITURES: | | | | | | |
| Land | 112 | - | - | - | - | - |
| Buildings | - | - | 9,657 | - | - | 1,000 |
| City Garage | 1,516 | 74 | - | - | - | - |
| Warming House | - | - | - | - | - | - |
| Furniture & Equipment | - | - | - | - | - | - |
| Office Equipment | - | 2,338 | - | - | - | 10,000 |
| Copier | - | - | - | - | - | - |
| HVAC | - | 6,835 | - | - | - | - |
| Computers | - | - | - | - | - | - |
| Machinery & Equipment | - | - | - | - | - | - |
| Tractor | - | 28,262 | - | - | - | 30,000 |
| Other Improvements | - | - | - | - | - | - |
| Vehicle | - | - | - | - | - | - |
| Truck | 27,038 | - | - | - | - | - |
| Total Expenditures | 28,666 | 37,509 | 9,657 | - | - | 41,000 |
| Fund Balance Gain/Loss | (24,114) | (30,289) | (1,327) | 14,000 | 4,059 | (38,500) |
| Transfers In | 14,092 | 9,251 | - | - | - | - |
| Transfers Out | - | - | - | 90,000 | 90,000 | - |
| Ending Fund Balance | 190,717 | 169,678 | 168,351 | 92,351 | 82,410 | 43,910 |

39200 710

510 Land
 520 Buildings
 521 City Garage
 523 Warming House
 530 Furniture & Equipment
 531 Office Equipment
 532 Copier
 535 HVAC
 538 Computers
 540 Machinery & Equipment
 543 Tractor
 550 Other Improvements
 560 Vehicle
 562 Truck

Storm Sewer Improvement Fund 403

| DEPT. 48403 | 2005 | 2006 | 2007 | 2008 | As of Oct. 31 | Proposed | 2009 |
|-------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|------|
| BEGINNING BALANCE | Actual | Actual | Actual | Adopted | Adopted | Proposed | |
| 37300 Storm Sewer Fee | 140,135 | 161,695 | 193,637 | 193,637 | 172,637 | 143,152 | |
| 36211 Investment Interest | - | - | 49,668 | 10,000 | (2,689) | - | |
| 39999 Other | - | - | 9,002 | 10,000 | 5,521 | 8,000 | |
| REVENUES: | | | | | | | |
| Total Revenue | - | - | 58,670 | 10,000 | 2,832 | 8,000 | |
| EXPENDITURES: | | | | | | | |
| 101 Reg. FT Employees | - | 30,557 | - | - | - | - | |
| 102 On-Call Pay | - | - | 1,683 | - | - | - | |
| 121 PERA Contributions | - | - | 2,112 | - | - | - | |
| 122 FICA Contributions | - | - | 2,584 | - | - | - | |
| 131 Group Insurance | - | - | - | - | - | - | |
| 151 Workers Compensation | - | - | - | - | - | - | |
| Total Personnel Costs | - | - | 36,935 | - | - | - | |
| 304 Engineering | - | - | 6,303 | - | - | 11,816 | |
| 327 Other Services | - | 401 | 129 | - | - | - | |
| 444 Contingency Funds | 1,295 | - | - | - | - | - | |
| 554 Storm System Repairs | - | - | - | 11,000 | - | - | |
| NPDES Phase II Permit | - | - | 500 | - | - | 500 | |
| Other General Costs | 1,295 | 401 | 6,932 | 11,000 | 12,316 | 500 | |
| Total Expenditures | 1,295 | 401 | 43,867 | 11,000 | 12,316 | 500 | |
| Fund Balance Gain/Loss | (1,295) | (401) | 14,803 | (1,000) | (9,485) | 7,500 | |
| 39200 Transfers In | 4,092 | 9,521 | - | - | - | - | |
| 710 Transfers Out | - | - | - | 20,000 | 20,000 | - | |
| Ending Fund Balance | 161,695 | 193,637 | 193,637 | 172,637 | 143,152 | 150,652 | |

Park Improvement Fund 404

| DEPT. 48404 | 2005 | 2006 | 2007 | 2008 | 2008 | As of Oct. 31 | 2009 |
|-------------------------------|----------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|
| BEGINNING BALANCE | 117,618 | 133,857 | 47,853 | 127,638 | 127,638 | 127,638 | 163,357 |
| REVENUES: | | | | | | | |
| 33130 Grants | - | - | - | - | - | - | - |
| 36230 Donations | - | - | - | - | - | - | - |
| 36211 Investment Interest | 2,770 | 4,538 | 2,834 | 1,500 | 1,500 | 3,570 | 1,800 |
| Total Revenue | 2,770 | 4,538 | 2,834 | 1,500 | 1,500 | 3,570 | 1,800 |
| EXPENDITURES: | | | | | | | |
| 304 Engineering | - | 28,082 | 10,716 | - | - | 16,211 | - |
| 510 Land | - | - | - | - | - | - | - |
| 524 Picnic Shelter | - | - | - | - | - | - | 4,000 |
| 525 Playground | - | - | 151 | - | - | - | 34,000 |
| 526 Park Path | - | - | - | - | - | - | - |
| 527 Gen. Park Improvements | - | 1,681 | 1,369 | 90,000 | 90,000 | 56,299 | 15,000 |
| 528 Court Improvements | - | 66,917 | 105,434 | - | - | - | - |
| Total Expenditures | - | 96,680 | 117,670 | 90,000 | 90,000 | 72,511 | 53,000 |
| Fund Balance Gain/Loss | 2,770 | (92,142) | (114,836) | (88,500) | (88,500) | (68,941) | (51,200) |
| 39200 Transfers In | 13,469 | 6,138 | 194,621 | 90,000 | 90,000 | 104,660 | 43,118 |
| 710 Transfers Out | - | - | - | - | - | - | - |
| Ending Fund Balance | 133,857 | 47,853 | 127,638 | 129,138 | 129,138 | 163,357 | 155,275 |

TIF Project Fund 405

| | 2005 | 2006 | 2007 | 2008 | As of Oct. 31 | 2008 | 2009 |
|--------------------------------|----------------|----------------|----------------|------------------|----------------|----------------|------|
| DEPT. 48500 | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed | |
| BEGINNING BALANCE | 74,287 | 288,875 | 370,679 | 389,593 | 389,593 | 391,108 | |
| REVENUES: | | | | | | | |
| 36211 Investment Interest | 590 | 14,024 | 19,927 | 10,000 | 15,514 | 10,000 | |
| 31050 Tax Increment | - | 67,617 | 148,354 | 149,000 | 74,781 | 135,000 | |
| 31051 Delinquent Tax Increment | - | 827 | 855 | - | 1,959 | - | |
| Total Revenue | 590 | 82,469 | 169,136 | 159,000 | 92,254 | 145,000 | |
| EXPENDITURES: | | | | | | | |
| 101 FT Employees | 3,414 | - | - | - | - | - | |
| 121 PERA Contribution | 228 | - | - | - | - | - | |
| 122 FICA Contribution | 317 | - | - | - | - | - | |
| 131 Group Insurance | 171 | - | - | - | - | - | |
| 133 Life Insurance | - | - | - | - | - | - | |
| Total Personnel Costs | 4,130 | | | | | | |
| 305 Legal Fees | - | - | - | - | - | - | |
| 327 Other Services | 1,434 | 664 | 713 | 300,000 | 738 | - | |
| 325 Other Imp. (Larpeneur) | - | - | - | - | - | - | |
| General operating costs | 1,434 | 664 | 713 | 300,000 | 738 | - | |
| Total Expenditures | 5,564 | 664 | 713 | 300,000 | 738 | - | |
| Fund Balance Gain/Loss | (4,974) | 81,804 | 168,423 | (141,000) | 91,516 | 145,000 | |
| 39200 Transfers In | 219,562 | - | 5,203 | - | - | - | |
| 710 Transfers Out | - | - | 154,713 | - | 90,000 | - | |
| Ending Fund Balance | 288,875 | 370,679 | 389,593 | 248,593 | 391,108 | 536,108 | |

Sewer Improvement Fund 407

| DEPT. 48407 | | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
|--------------------------|--------|--------|---------|---------|---------|---------------|----------|
| BEGINNING BALANCE | | Actual | Actual | Actual | Adopted | As of Oct. 31 | Proposed |
| | 81,742 | 83,402 | 86,804 | 330,002 | 330,002 | 330,002 | 340,207 |
| REVENUES: | | | | | | | |
| Investment Interest | 1,660 | 3,402 | 8,003 | 7,500 | 7,500 | 10,205 | 4,000 |
| Special Assessments | - | - | - | - | - | - | - |
| Total Revenue | 1,660 | 3,402 | 8,003 | 7,500 | 7,500 | 10,205 | 4,000 |
| EXPENDITURES: | | | | | | | |
| Engineering | - | - | - | - | - | - | - |
| Other | - | - | - | - | - | - | - |
| Total Expenditures | - | - | - | - | - | - | - |
| Fund Balance Gain/Loss | 1,660 | 3,402 | 8,003 | 7,500 | 7,500 | 10,205 | 4,000 |
| Transfers In | - | - | 235,195 | - | - | - | - |
| Transfers Out | - | - | - | - | - | - | - |
| Ending Fund Balance | 83,402 | 86,804 | 330,002 | 337,502 | 340,207 | 344,207 | |

Enterprise Funds 601 - 602

Sanitary Sewer Enterprise Fund 601

| DEPT. 49000 | 2005 | 2006 | 2007 | 2008 | 2008 | 2009 |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Beginning Balance | 222,619 | 286,326 | 334,291 | 134,478 | 134,478 | 158,850 |
| REVENUES: | | | | | | |
| 37210 Sewer Charges | 224,113 | 225,662 | 223,878 | 225,500 | 176,915 | 225,500 |
| 36211 Investment Interest | 5,416 | 12,667 | 12,212 | 2,500 | 3,973 | 5,000 |
| 36250 Refunds/Reimbursements | - | - | - | - | - | - |
| 37230 Penalties | - | - | - | - | - | - |
| 63255 Miscellaneous | 25,795 | - | - | - | - | - |
| 39101 Sale of Assets | 3,000 | - | - | - | - | - |
| Total Revenues | 258,325 | 238,329 | 236,090 | 228,000 | 180,889 | 230,500 |
| EXPENDITURES: | | | | | | |
| 101 Reg. FT Employees | 33,684 | 35,657 | 42,136 | 18,778 | 15,821 | 22,460 |
| 102 On-Call Pay | 14,858 | 15,114 | 15,053 | 11,900 | 9,864 | 17,000 |
| 121 PERA Contributions | 2,821 | 3,046 | 3,287 | 2,071 | 1,667 | 2,762 |
| 122 FICA Contributions | 4,094 | 4,074 | 4,110 | 2,347 | 2,076 | 3,019 |
| 131 Group Insurance | 4,331 | 4,298 | 5,116 | 2,346 | 2,123 | 2,808 |
| 151 Worker's Comp. | 3,380 | 3,278 | 3,955 | 2,080 | 788 | 2,586 |
| Total Personnel Costs | 63,168 | 65,467 | 73,657 | 39,522 | 32,340 | 50,635 |
| 201 General Supplies | - | - | - | - | - | - |
| 212 Motor Fuels | 301 | 258 | 450 | 275 | 305 | 500 |
| 227 Tools & Equipment | - | - | - | 125 | 289 | 125 |
| 228 Misc. Repairs/Maint/Supply | 1,115 | (10) | - | 250 | - | 250 |
| 301 Auditing | 3,737 | 3,101 | 2,716 | 1,400 | 1,350 | 1,700 |
| 304 Engineering | - | - | 7,711 | 250 | 1,022 | 250 |
| 308 Training/Conferences | - | 540 | 580 | 550 | - | 550 |
| 315 Sewer Jetting | - | - | 42 | 1,500 | 1,444 | 1,500 |
| 316 Sewer Telesing | - | - | - | 2,500 | 11,018 | 2,500 |
| 331 Travel Expenses | - | - | 49 | 50 | - | 50 |
| 327 Other Services | 8,546 | 6,214 | 8,541 | 5,000 | 547 | 5,000 |
| 361 General Liability | 2,651 | 2,466 | 3,699 | 1,250 | 1,390 | 1,365 |
| 382 Water | 70 | 90 | 62 | - | 29 | 50 |
| 387 Met Council Sewer Charges | 99,151 | 110,239 | 100,641 | 130,000 | 105,954 | 130,000 |
| 391 Telephones/Pagers | 280 | 366 | 459 | 150 | 179 | 250 |
| 402 City Truck Repair/Maint. | 139 | - | - | 250 | - | 250 |
| 425 Clothing | 1,386 | 1,414 | 1,460 | 750 | 652 | 800 |
| 442 Misc. | - | 218 | 641 | - | - | - |
| 444 Contingency Funds | - | - | - | 1,000 | - | 1,000 |
| 501 Depreciation | 14,074 | - | - | 5,000 | - | - |
| 540 Machinery & Equipment | - | - | - | - | - | - |
| 554 System Repairs (I/I) | - | - | - | - | - | 23,475 |
| General Operating Costs | 131,450 | 124,896 | 127,051 | 150,300 | 124,177 | 169,615 |
| Total Expenses | 194,618 | 190,363 | 200,708 | 189,822 | 156,517 | 220,250 |
| Fund Gain/Loss | 63,707 | 47,966 | 35,382 | 38,178 | 24,372 | 10,250 |
| 39200 Transfers In | - | - | - | - | - | - |
| 710 Transfers Out | - | - | 235,195 | - | - | - |
| Ending Fund Balance | 286,326 | 334,291 | 134,478 | 172,656 | 158,850 | 169,100 |

| BEGGINNING BALANCE | | Actual | Actual | Actual | As of Oct. 31 | Proposed |
|-------------------------------|---------------------------|--------|--------|--------|---------------|----------|
| REVENUES: | | | | | | |
| 37300 | Storm Sewer Fee | 50,364 | 47,919 | 47,000 | 33,006 | 47,000 |
| 36211 | Investment Interest | 3,316 | 6,578 | 500 | 344 | 500 |
| 39999 | Other | - | - | - | - | - |
| Total Revenue | | | | | | |
| | | 53,680 | 54,497 | 47,500 | 33,349 | 47,500 |
| EXPENDITURES: | | | | | | |
| 101 | Reg. FT Employees | 28,030 | 25,602 | 17,996 | 9,893 | 20,119 |
| 102 | On-Call Pay | - | - | 1,215 | 3,139 | 2,000 |
| 121 | PERA Contributions | 1,572 | 1,536 | 1,377 | 1,111 | 1,548 |
| 122 | FICA Contributions | 2,273 | 2,044 | 1,377 | 1,385 | 1,692 |
| 131 | Group Insurance | 3,041 | 2,223 | 2,070 | 1,444 | 2,520 |
| 151 | Workers Compensation | - | - | 1,185 | 788 | 1,399 |
| Total Personnel Costs | | | | | | |
| | | 34,917 | 31,406 | 25,220 | 17,760 | 29,278 |
| 201 | General Supplies | - | - | - | - | - |
| 212 | Motor Fuels | - | - | 275 | 305 | 500 |
| 227 | Tools & Equipment | - | - | 125 | 51 | 125 |
| 228 | Misc. Repairs/Main/Supply | - | - | 250 | - | 250 |
| 301 | Auditing | - | - | 1,400 | 1,350 | 1,700 |
| 304 | Engineering | - | - | 250 | - | 250 |
| 308 | Training/Conferences | - | - | 550 | - | 500 |
| 327 | Other Services | - | - | 5,000 | 5,531 | 5,000 |
| 361 | General Liability | - | - | 1,250 | 1,390 | 1,365 |
| 391 | Telephones/Pagers | - | - | 150 | 179 | 250 |
| 402 | City Truck Repair/Maint. | - | - | 250 | - | 250 |
| 425 | Clothing | - | - | 750 | 652 | 800 |
| 438 | Dues & Subscriptions | - | - | - | 375 | - |
| 442 | Misc. (Public Education) | - | - | - | - | 5,000 |
| 444 | Contingency Funds | - | - | 1,000 | - | 1,000 |
| 501 | Depreciation | - | - | 5,000 | - | - |
| 540 | Machinery & Equipment | - | - | - | - | - |
| 554 | Storm System Repairs | - | - | 3,000 | - | 3,000 |
| Other General Costs | | | | | | |
| | | - | - | 19,250 | 9,832 | 19,990 |
| Total Expenditures | | | | | | |
| | | 34,917 | 31,406 | 44,470 | 27,592 | 49,268 |
| Fund Balance Gain/Loss | | | | | | |
| 39200 | Transfers In | - | - | 20,000 | 20,000 | - |
| 710 | Transfers Out | - | - | - | - | - |
| Ending Fund Balance | | | | | | |
| | | 18,763 | 23,091 | 43,030 | 68,787 | 67,019 |

2009 Wage and Benefits Summary

| POSITION | Mayor | Council | Admin. | Admin. | Deputy | Asst. to Adm. Clerk | P.W. | Maint. | Warm. | Judges | On-Call | TOTAL |
|-----------|-------|---------|---------|--------|--------|---------------------|--------|--------|-------|--------|---------|-------|
| BASE WAGE | 3,600 | 9,600 | 80,713 | 49,171 | 57,138 | 58,989 | 52,104 | 5,500 | 2,000 | 20,000 | 338,815 | |
| PERA | 0 | 0 | 5,650 | 3,442 | 4,000 | 4,129 | 3,647 | 385 | 140 | 1,400 | 22,793 | |
| FICA | 275 | 734 | 6,175 | 3,762 | 4,371 | 4,513 | 3,986 | 421 | 153 | 1,530 | 25,919 | |
| INSURANCE | 0 | 0 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 0 | 0 | 0 | 36,000 | |
| WORK COMP | 22 | 58 | 484 | 334 | 432 | 3,441 | 2,164 | 33 | 12 | 1,360 | 8,339 | |
| TOTAL | 3,897 | 10,392 | 100,222 | 63,908 | 73,141 | 78,271 | 69,101 | 6,339 | 2,305 | 24,290 | 431,867 | |

The information below illustrates the allocation of personnel dollars.

| | | |
|----------------------|---------|-----|
| Legislative | 14,289 | 3% |
| Administration | 157,595 | 36% |
| Elections | 9,969 | 2% |
| Public Works | 60,672 | 14% |
| Planning and Zoning | 26,971 | 6% |
| Parks and Recreation | 74,752 | 17% |
| Communications | 7,665 | 2% |
| Recycling | 2,191 | 1% |
| Sanitary Sewer | 50,635 | 12% |
| Storm Water | 29,278 | 7% |

General Fund Chart of Accounts Details

Fund 101 GENERAL FUND REVENUES

| <u>PROPERTY TAXES</u> | | |
|----------------------------------|-------|--|
| 101 | 31010 | CURRENT AD VALOREM |
| \$456,538 | | |
| 101 | 31020 | DELINQUENT AD VALOREM |
| \$0 | | |
| 101 | 31030 | FORFEITED TAX SALE |
| \$0 | | |
| 101 | 31040 | FISCAL DISPARITIES - 2007: \$80,594,711; 2007: \$96,437 |
| \$101,843 | | |
| <u>LICENSES & PERMITS</u> | | |
| 101 | 32110 | 3.2 ALCOHOL LICENSE - Super USA has the only license |
| \$65 | | |
| 101 | 32120 | CIGARETTE LICENSE - Super USA % BP-Croix Oil (\$100 per license) |
| \$200 | | |
| 101 | 32130 | GARBAGE HAULERS LICENSE - \$65/per truck fee based on 5 vendors |
| \$650 | | |
| 101 | 32140 | HEATING/A/C LICENSE - \$35 per license |
| \$525 | | |
| 101 | 32150 | TREE COMPANY LICENSE - \$40 per license |
| \$160 | | |
| 101 | 32160 | GAS STATION PERMIT - BP-Croix Oil: \$20 1st pump, \$10/ add. pump |
| \$55 | | |
| 101 | 32210 | BUILDING PERMITS - 2006: \$11,777.83; 2007: \$9,645.96 |
| \$5,000 | | |
| 101 | 32211 | ZONING PERMIT APPLICATIONS - Fences, driveways, and sidewalks |
| \$100 | | |
| 101 | 34102 | PLAN REVIEW FEE - Plan reviews required by the Building Code |
| \$1,000 | | |
| 101 | 32230 | PLUMBING PERMITS |
| \$200 | | |
| 101 | 32240 | ANIMAL LICENSES - \$10 per license |
| \$200 | | |
| 101 | 32270 | HEATING A/C PERMITS |
| \$500 | | |
| 101 | 32280 | STREET EXCAVATION PERMIT |
| \$0 | | |
| <u>INTERGOVERNMENTAL REVENUE</u> | | |
| 101 | 33400 | STATE GRANTS AND AID |
| \$0 | | |
| 101 | 33401 | LOCAL GOVERNMENT AID - 2009 certified amount |
| \$595,441 | | |
| 101 | 36253 | PERA AID - State reimbursement since 1998 offsets employer increases |
| \$1,198 | | |
| 101 | 36253 | OTHER STATE AID - Market Value Homestead Credit (MVHC) |
| \$0 | | |
| <u>GENERAL GOVERNMENT</u> | | |
| 101 | 34101 | CITY HALL RENTAL |
| \$2,000 | | |
| 101 | 34103 | ADMINISTRATIVE FEE- This \$25 fee applied to fire inspection bills. |
| \$200 | | |
| 101 | 34105 | SALE OF PUBLICATIONS |
| \$0 | | |
| 101 | 34107 | ASSESSMENT SEARCHES |
| \$0 | | |
| 101 | 34109 | COPIES - |
| \$15 | | |

| | | | |
|-----|-------|---|----------|
| 101 | 36100 | SPECIAL ASSESSMENTS | \$1,000 |
| 101 | 36102 | INTEREST & PENALTIES | \$100 |
| 101 | 36211 | INVESTMENT INTEREST | \$12,000 |
| 101 | 36230 | DONATIONS | \$0 |
| 101 | 36240 | SURCHARGES - Fees paid via construction permits; remitted to state. | \$200 |
| 101 | 36250 | REFUNDS & REIMBURSEMENTS - 911 dispatch refund from SAPD | \$500 |
| 101 | 36252 | LMC INSURANCE REFUND - nets between \$1,000-5,000 annually | \$500 |
| 101 | 36255 | MISC. | \$0 |

These revenue items can be sporadic and unpredictable; off-set other expenses that are not captured; or, in the case of surcharges, be remitted on behalf of other units of government.

OTHER REVENUE

| | | | |
|-----|-------|--|----------|
| 101 | 34201 | POLICE- FALSE ALARM FEES | \$0 |
| 101 | 34202 | FIRE- FALSE ALARM FEES | \$1,500 |
| 101 | 34203 | FIRE INSPECTION FEE | \$550 |
| 101 | 35101 | COURT FINES -2006: \$28,866.13 2007: \$36,805.36 | \$30,000 |

PUBLIC SAFETY

| | | | |
|-----|-------|---|-----|
| 101 | 34110 | VARIANCE FEES | \$0 |
| 101 | 34111 | LEGAL FEES | \$0 |
| 101 | 34114 | ADVERTISING SALES - Resident's Guide ads; the next guide in 2010. | \$0 |
| 101 | 34115 | GENERAL GOVERNMENT MISC. | \$0 |

Fund 101 GENERAL FUND EXPENDITURES

DEPT 41100 LEGISLATIVE

Obj 103 PART TIME EMPLOYEES

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

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

| | | | |
|---------|---|---------|----------|
| Obj 122 | FICA | | \$13,200 |
| Obj 151 | WORKERS COMP | | \$1,010 |
| | | | \$79 |
| Obj 308 | TRAINING/CONFERENCES | | \$500 |
| Obj 331 | TRAVEL EXPENSE - travel & parking for meetings and training | | \$100 |
| Obj 361 | GENERAL LIABILITY - including open meeting law insurance | | \$4,650 |
| | Divided: 40% 101-41100-361 - Legislative | | |
| | 35% 101-41200-361 - Administration | | |
| | 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund | | |
| | 12.5% 602-49100-361 - Storm Sewer Enterprise Fund | | |
| Obj 438 | DUES & SUBSCRIPTIONS - Ramsey County League of Local Government, Suburban Rate Authority, League of Minnesota Cities etc. | \$2,700 | |
| Obj 439 | SPECIAL EVENTS | \$100 | |
| Obj 440 | MEETING EXPENSES | \$200 | |
| Obj 442 | MISCELLANEOUS EXPENSE | \$0 | |

| | | |
|---------|--|-----------|
| Obj 101 | FULL TIME EMPLOYEES REGULAR | \$124,809 |
| Obj 121 | PERA CONTRIBUTIONS (.0675 X salary) | \$8,737 |
| Obj 122 | FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS & .0145 for Medicare | \$9,548 |
| Obj 131 | GROUP INSURANCE - City contributes \$600/month per employee in 2009 | \$13,752 |
| Obj 151 | WORKER'S COMP PREMIUM | \$749 |
| Obj 201 | GENERAL OFFICE SUPPLIES - Basic office supplies such as toner and paper | \$2,500 |
| Obj 203 | POSTAGE | \$2,500 |
| Obj 208 | WATER COOLER | \$400 |
| Obj 301 | AUDITING - Final contract year with Abdo, Eick, and Meyers. Divided: 80% 101-41200-301 - Administration 10% 601-49000-301 - Sanitary Sewer Enterprise Fund 10% 602-49100-301 - Storm Sewer Enterprise Fund | \$13,500 |
| Obj 305 | LEGAL CONTRACT - CIVIL - Kennedy & Graven is the City's law firm | \$16,000 |
| Obj 306 | CONSULTING FEES - IT services from the City of Roseville | \$2,500 |
| Obj 307 | COMPUTER SERVICES - Annual fee for Banyon Financial Software | \$1,600 |
| Obj 308 | TRAINING/CONFERENCES - LMC, MNGFOA, AMPM, MCFQA etc trainings | \$3,000 |
| Obj 309 | NEWSPAPER - ROSEVILLE REVIEW DELIVERY | \$9,100 |
| Obj 331 | TRAVEL EXPENSE - This is for parking and mileage for meetings and errands | \$1,500 |
| Obj 353 | NEWSLETTER PRINTING - 6 x per year | \$4,750 |
| Obj 354 | PHONEBOOK PRINTING - Next printing in 2010. | \$0 |
| Obj 355 | MISCELLANEOUS PRINTING & PROCESSING - Primarily insurance and legal processing fees | \$1,500 |
| Obj 361 | GENERAL LIABILITY | \$4,550 |
| Obj 391 | TELEPHONE - Fax line and IP phone service through the City of Roseville Divided: 40% 101-41100-361 - Legislative 35% 101-41200-361 - Administration 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund 12.5% 602-49100-361 - Storm Sewer Enterprise Fund | \$2,000 |
| Obj 401 | COPIER CONTRACT - \$400 per quarter. | \$1,600 |
| Obj 404 | COMPUTER REPAIR/MAINTENANCE - For emergency repairs. | \$500 |
| Obj 409 | OTHER EQUIPMENT REPAIR/MAINT. | \$0 |
| Obj 437 | SALES TAX | \$0 |
| Obj 438 | DUES & SUBSCRIPTIONS - ICMA, MAMA/MCMA, MCFQA, etc | \$3,500 |
| Obj 442 | MISC - costs for employee hiring, social room reimbursements etc | \$500 |
| Obj 534 | OFFICE FURNITURE - Replacement for broken filling cabinet. | \$250 |
| Obj 538 | COMPUTERS & TECHNOLOGY - Battery backup for router/switch. | \$250 |

DEPT 41500 ELECTION

| | | |
|---------|--|---------|
| Obj 101 | FULL TIME EMPLOYEES REGULAR | \$5,901 |
| Obj 104 | TEMP EMPLOYEES - Election judges for 2009 City election | \$2,000 |
| Obj 121 | PERA CONTRIBUTIONS (.0675 X salary) | \$553 |
| Obj 122 | FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Med. | \$604 |
| Obj 131 | GROUP INSURANCE - City will contribute \$600/month per employee in 2009. | \$864 |
| Obj 151 | WORKER'S COMP PREMIUM | \$47 |
| Obj 201 | GENERAL SUPPLIES | \$275 |
| Obj 327 | OTHER SERVICES - Annual voting system payment to Ramsey County | \$150 |
| Obj 331 | TRAVEL EXPENSE | \$75 |
| Obj 352 | PUBLIC INFORMATION & NOTICES - Free through Roseville Review Contract | \$0 |
| Obj 409 | OTHER EQUIPMENT REPAIR/MAINT. | \$0 |
| Obj 440 | MEETING EXPENSES | \$300 |
| Obj 442 | MISC | \$50 |
| Obj 539 | VOTING MACHINE/BOOTHs - Current machines fully owned by the City. | \$0 |

DEPT 42100 PUBLIC SAFETY

| | | |
|---------|---|-----------|
| Obj 305 | LEGAL FEES - Hughes & Costello, City's prosecuting attorneys | \$13,000 |
| Obj 319 | POLICE CONTRACT - City of St. Anthony Police | \$572,749 |
| Obj 320 | FIRE CONTRACT | \$21,000 |
| Obj 321 | FIRE CALLS | \$12,000 |
| Obj 322 | FIRE FALSE ALARMS - Billed to property owners when warranted. | \$3,000 |
| Obj 323 | FIRE INSPECTION - Inspection of multi-family and commercial property. Billed back to property owner. | \$1,500 |
| Obj 355 | MISC PRINTING/PROCESS SERVICE - Court fees, subpoenas, etc by attorney. | \$2,500 |
| Obj 360 | GENERAL LIABILITY - St. Anthony & Lauderdale are responsible for 50% of claims up to the \$10,000 deductible. | \$5,000 |
| Obj 442 | MISC & 911 DISPATCH - City reimbursed by St. Anthony Police for 911 dispatch. | \$6,100 |

DEPT 43000 PUBLIC WORKS

| | | |
|---------|---|----------|
| Obj 101 | FULL TIME EMPLOYEES REGULAR | \$44,638 |
| Obj 104 | OVERTIME - After hours snowplowing, sewer back ups, etc. | \$1,000 |
| Obj 121 | PERA CONTRIBUTIONS (.0675 X salary) | \$3,125 |
| Obj 122 | FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Med. | \$3,415 |
| Obj 131 | GROUP INSURANCE - City will contribute \$600/month per employee in 2009. | \$5,688 |
| Obj 151 | WORKERS COMP | \$2,806 |
| Obj 202 | PERMANENT SUPPLIES | \$275 |
| Obj 212 | MOTOR FUELS | \$2,500 |
| | Divided: 70% 101-43000-212 - Public Works | |
| | 15% 601-49000-212 - Sanitary Sewer Enterprise Fund | |
| | 15% 602-49100-212 - Storm Sewer Enterprise Fund | |
| Obj 213 | LUBRICANTS - Oil changes and misc. lubricants for vehicles. | \$125 |
| Obj 225 | LANDSCAPING MATERIALS - For sod, seed, etc. to repair road damage | \$100 |
| Obj 226 | SIGNS - To replace/repair existing signs and for any non-street or alley signs | \$150 |
| Obj 227 | TOOLS & EQUIPMENT | \$200 |
| Obj 228 | MISC REPAIRS & SUPPLIES - For upkeep and upgrades to all public buildings & streets including cleaning supplies, cleaning services, equipment maintenance, salt, asphalt, and gravel. | \$1,250 |
| Obj 304 | ENGINEERING CONTRACT - Engineering by Bonestroo, City Engineers | \$5,000 |
| Obj 308 | TRAINING/CONFERENCES - Annual sewer & tree seminars | \$500 |
| Obj 312 | SNOW & ICE REMOVAL - Contract with Ramsey County. | \$9,000 |
| Obj 314 | STREET SWEEPING - Spring and fall sweeping of all streets and alleys | \$6,000 |
| Obj 317 | TREE SERVICE - For tree service, removal of dead city trees, and tree trimming | \$5,000 |
| Obj 324 | ALLEY REPAIR - For any alley repair warranted over the course of the year. | \$1,000 |
| Obj 327 | OTHER SERVICE - Truck Wash, Furnace Repair, Fire Hydrant service, & RC GIS users group. | \$500 |
| Obj 328 | STREET REPAIR - Pothole and other street repairs. | \$1,000 |
| Obj 381 | ELECTRIC | \$6,000 |
| | Divided: 50% 101-43000-381 - Public Works | |
| | 50% 101-45200-381 - Parks and Recreation | |
| | 100% 101-43000-381 - Street Lighting | |
| Obj 382 | WATER | \$75 |
| Obj 383 | GAS UTILITIES | \$3,500 |
| | Divided: 50% 101-43000-383 - Public Works | |
| | 50% 101-45200-383 - Parks and Recreation | |
| Obj 384 | REFUSE DISPOSAL - For City Hall and the parks. | \$1,300 |
| Obj 391 | TELEPHONE/PAGER - Public Works cell phones | \$500 |
| | Divided: 50% 101-43000-391 - Public Works | |
| | 25% 601-49000-391 - Sanitary Sewer Enterprise Fund | |
| | 25% 602-49100-391 - Storm Sewer Enterprise Fund | |

| DEPT 43400 PLANNING, ZONING & INSPECTIONS | |
|---|---|
| Obj 402 | CITY TRUCK REPAIR/MAINTENANCE Divided: 80% 101-43000-402 - Public Works 10% 601-49000-402 - Sanitary Sewer Enterprise Fund 10% 602-49100-402 - Storm Sewer Enterprise Fund |
| Obj 426 | MACHINERY RENTAL - For equipment needed to carry out City business. |
| Obj 442 | MISC |
| Obj 101 | FULL TIME EMPLOYEES REGULAR |
| Obj 121 | PERA CONTRIBUTIONS (.0675 X salary) |
| Obj 122 | FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Medicare |
| Obj 131 | GROUP INSURANCE - City will contribute \$600/month per employee in 2009. |
| Obj 151 | WORKERS COMP |
| Obj 201 | GENERAL SUPPLIES - |
| Obj 202 | PERMANENT SUPPLIES |
| Obj 203 | POSTAGE - Nuisance and inspection letters; certified letters. |
| Obj 306 | CONSULTING |
| Obj 308 | TRAINING/CONFERENCES - Planning seminars; building official classes |
| Obj 310 | PLUMBING INSPECTOR - Service provided by the City Building Inspector |
| Obj 312 | BUILDING OFFICIAL - Fee to the commercial building inspector |
| Obj 327 | OTHER SERVICES - Including surveying |
| Obj 331 | TRAVEL EXPENSES |
| Obj 355 | MISC. PRINTING |
| Obj 386 | GOPHER STATE ONE CALL |
| Obj 442 | MISCELLANEOUS EXPENSES |
| Obj 443 | SURCHARGE REPORT - Fees paid via construction permits; remitted to state. |
| Obj 101 | \$20,834 |
| Obj 121 | \$1,458 |
| Obj 122 | \$1,594 |
| Obj 131 | \$2,808 |
| Obj 151 | \$277 |
| Obj 201 | \$75 |
| Obj 202 | \$100 |
| Obj 203 | \$250 |
| Obj 306 | \$0 |
| Obj 308 | \$500 |
| Obj 310 | \$0 |
| Obj 312 | \$2,000 |
| Obj 327 | \$2,000 |
| Obj 331 | \$100 |
| Obj 355 | \$175 |
| Obj 386 | \$500 |

| | | |
|------------------------------------|---|----------|
| DEPT 45200 PARK MAINTENANCE | | |
| Obj 101 | FULL TIME EMPLOYEES REGULAR | \$52,114 |
| Obj 103 | TEMPORARY EMPLOYEES - Warming house attendants | \$5,500 |
| Obj 121 | PERA CONTRIBUTIONS (.0675 X salary) | \$4,068 |
| Obj 122 | FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Medicare | \$4,446 |
| Obj 131 | GROUP INSURANCE - City will contribute \$600/month per employee in 2009. | \$6,624 |
| Obj 151 | WORKER'S COMP PREMIUM | \$2,000 |
| Obj 201 | GENERAL SUPPLIES - Archery bales, rec. rock for the baseball diamond, etc. | \$900 |
| Obj 202 | PERMANENT SUPPLIES | \$500 |
| Obj 225 | LANDSCAPING MATERIALS - This is for any landscaping costs at the city park. | \$100 |
| Obj 228 | MISC REPAIRS & MAINT SUPPLIES | \$500 |
| Obj 371 | NON-RESIDENT REIMBURSEMENT - | \$200 |
| Obj 381 | ELECTRIC - Lights and the warming house at the park. Divided: 50% 101-43000-381 - Public Works 50% 101-45200-381 - Parks and Recreation | \$1,200 |
| Obj 382 | WATER - For hockey rink flooding | \$350 |
| Obj 383 | GAS UTILITIES - Warming house gas expense. Divided: 50% 101-43000-383 - Public Works 50% 101-45200-383 - Parks and Recreation | \$1,500 |
| Obj 384 | REFUSE DISPOSAL | \$0 |
| Obj 391 | TELEPHONE - City now owns prepaid cell phone for use in warming house | \$100 |
| Obj 403 | MOWER REPAIR | \$300 |
| Obj 412 | WARMING HOUSE REPAIR. For repairs/ maintenance of the warming house. | \$1,000 |
| Obj 427 | PORTA POTTY RENTAL - Handicapped accessible unit starting in 2008 | \$1,100 |
| Obj 403 | MISC | \$500 |
| DEPT 48100 DEVELOPMENT | | |
| Obj 306 | CONSULTING FEES - Larpeur Avenue consulting (Ehlers & Associates) | \$3,000 |
| Obj 442 | MISCELLANEOUS EXPENSES | \$0 |
| DEPT 45300 CONTINGENCY | | |
| Obj 444 | CONTINGENCY FUNDS - Funds to cover emergencies or unplanned costs | \$15,000 |

DEPT 45400 TRANSFERS OUT

Obj 710 OPERATING TRANSFERS - the amount transferred will be calculated at year end according to Council policy. The total amount to transfer is the excess fund balance over 45% of the budgeted expenditures.

| | | |
|---------|---|----------|
| Obj 721 | OPERATING TRANSFER TO 201 - Community Events Fund | \$0 |
| Obj 741 | OPERATING TRANSFER TO 401 - Streets | \$0 |
| Obj 742 | OPERATING TRANSFER TO 402 - General Capital Improvement | \$0 |
| Obj 743 | OPERATING TRANSFER TO 403 - Storm Sewer | \$0 |
| Obj 744 | OPERATING TRANSFER TO 404 - Park Improvements | \$43,118 |
| Obj | OPERATING TRANSFER TO 407 - Sanitary Sewer Improvement Fund | \$0 |
| Obj | OPERATING TRANSFER TO 302 -2000 Improvements Debt Fund | \$31,000 |
| Obj | OPERATING TRANSFER TO 303 -2002 Improvements Debt Fund | \$0 |
| Obj | OPERATING TRANSFER TO 303 -2003 Improvements Debt Fund | \$0 |

Special & Enterprise Fund Chart of Accounts Details

FUND 201 COMMUNITY EVENTS

REVENUE:

| | | |
|-------|------------------------------------|---------|
| 34786 | WINTER EVENT | \$500 |
| 34787 | GARAGE SALE - flyer advertisements | \$50 |
| 34788 | DAY IN THE PARK | \$1,250 |
| 34789 | MUSIC UNDER THE TREES | \$0 |
| 34791 | POP SALES | \$0 |
| 34792 | T-SHIRT SALES | \$50 |
| 34795 | HALLOWEEN EVENT | \$700 |
| 36211 | INVESTMENT INTEREST | \$100 |
| 36255 | MISC. - HISTORY BOOK SALES | \$100 |
| 39200 | INTERFUND OPERATING TRANSFERS | \$0 |

EXPENDITURES:

| | | |
|--------|---|---------|
| 45600- | | |
| 202 | PERMANENT SUPPLIES | \$0 |
| 369 | MUSIC UNDER THE TREES - bands and refreshments for two events | \$600 |
| 270 | OTHER EVENTS | \$600 |
| 273 | T-SHIRTS | \$0 |
| 375 | WINTER EVENT | \$800 |
| 376 | GARAGE SALE - for sandwich board advertising supplies | \$50 |
| 377 | DAY IN THE PARK | \$1,300 |
| 378 | NATIONAL NIGHT OUT - for barricades | \$150 |
| 379 | HALLOWEEN | \$400 |
| 440 | MEETING EXPENSES - PCIC meeting pizza | \$300 |

FUND 202 COMMUNICATIONS

REVENUE

| | | | |
|-------|-------------------------|--|----------|
| 36211 | INVESTMENT INTEREST | | \$800 |
| 33600 | GRANTS | | \$0 |
| 36253 | CABLE FRANCHISE REVENUE | 2003: \$14,300 2004: \$16,420 2005: \$18,240 2006: \$19,231 2007: \$19,987 | \$16,000 |

EXPENDITURES

| | | | |
|--------|---|---|----------|
| 49500- | REGULAR FULL TIME EMPLOYEES | 101 | \$6,026 |
| | PERA | 121 | \$422 |
| | FICA | 122 | \$461 |
| | GROUP INSURANCE | 131 | \$720 |
| | WORK COMP | 151 | \$36 |
| | WEB HOSTING - city's website | 307 | \$475 |
| | OTHER SERVICE - Web and TV streaming of city programs and meetings. | 327 | \$2,800 |
| | CABLE FRANCHISE FEE - | 329 | \$5,500 |
| | | 2004: \$3,686 2005: \$4,196 2006: \$4,667 2007: \$4,774 2008: \$5,023 | |
| 530 | FURNITURE & EQUIPMENT - 2009 Council Chamber & IT upgrades | | \$17,500 |

FUND 203 RECYCLING

REVENUE

36100 SPECIAL ASSESSMENTS - Fee assessed to property taxes for recycling services. Rate remained unchanged at \$29.40 per year. \$33,000
 \$29.40 x 1,178 units =

33622 COUNTY GRANTS - SCORE GRANT - 2003: \$4,079
 2004: \$4,525
 2005: \$4,467
 2006: \$4,378
 2007: \$4,378
 2008: \$4,758
 \$4,866

36211 INVESTMENT INTEREST
 36255 MISC. REVENUE
 39200 INTERFUND OPERATING TRANSFERS
 \$500

EXPENDITURES

50000-
 101 REGULAR FULL TIME EMPLOYEES \$1,714
 121 PERA \$120
 122 FICA \$131
 131 GROUP INSURANCE \$216
 151 WORK COMP \$10
 202 PERMANENT SUPPLIES - such as recycling bins \$0
 327 OTHER - County Waste Management Assessment \$340
 389 RECYCLING CONTRACT \$24,350

FUND 302 2000 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

This debt service fund finances the bonds from the 2000 Street and Utility Project.

REVENUE

36100 SPECIAL ASSESSMENTS – from the 2000 project plus 1/3 of the 2001 project the City paid for without bonding (See table below). **\$30,826**

36211 INVESTMENT INTEREST **\$5,000**

39200 TRANSFERS – The projected 2009 year-end balance is approximately \$31,000. The City will need to levy for debt service in 2010 to cover the 2010 bond payment or transfer in funds.

| Project Year | 2000 | 2001 | 2002 | 2003 |
|------------------------------|--------------|--------------|--------------|--------------|
| Debt Service Fund | 302 | 303 | 304 | |
| Projected Assessment Balance | \$63,415 | \$116,178.63 | \$60,354 | \$151,764 |
| Assessment Years Remaining | 3 | 4 | 5 | 6 |
| Projected Annual Collection | \$21,139 | \$29,045* | \$12,071 | \$25,294 |
| Principal Outstanding | \$430,000.00 | NA | \$750,000.00 | \$700,000.00 |
| Final Payment (February) | 2012 | NA | 2014 | 2015 |

*One-third or approximately \$9,687 would be distributed to the 302, 303, and 304 debt service funds.

EXPENDITURES

47100-

601 BOND PRINCIPAL **\$100,000**
 611 BOND INTEREST **\$21,070**
 621 FILE MAINTENANCE CHARGES **\$1,000**

FUND 303 2002 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

This debt service fund finances the bonds from the 2002 Street and Utility Project.

REVENUE

36100 SPECIAL ASSESSMENTS - from the 2002 project plus 1/3 of the 2001 project the City paid for without bonding (See table below). \$21,758

36211 INVESTMENT INTEREST \$7,000

39200 TRANSFERS - The projected 2009 year-end balance is approximately \$145,000. The City will need to levy for debt service in 2010 to cover the 2010 bond payment or transfer in funds.

| Project Year | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 |
|------------------------------|--------------|--------------|--------------|--------------|------|------|
| Debt Service Fund | 302 | 303 | 304 | | | |
| Projected Assessment Balance | \$63,415 | \$116,178.63 | \$60,354 | \$151,764 | | |
| Assessment Years Remaining | 3 | 4 | 5 | 6 | | |
| Projected Annual Collection | \$21,139 | \$29,045* | \$12,071 | \$25,294 | | |
| Principal Outstanding | \$430,000.00 | NA | \$750,000.00 | \$700,000.00 | | |
| Final Payment (February) | 2012 | NA | 2014 | 2015 | | |

*One-third or approximately \$9,687 would be distributed to the 302, 303, and 304 debt service funds.

EXPENDITURES

601 BOND PRINCIPAL \$115,000
 611 BOND INTEREST \$30,153
 621 FILE MAINTENANCE CHARGES \$1,000

FUND 304 2003 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

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

REVENUE

36100 SPECIAL ASSESSMENTS - from the 2003 project plus 1/3 of the 2001 project the City paid for without bonding (See table below). \$34,981

36211 INVESTMENT INTEREST \$7,000

39200 TRANSFERS - The projected 2009 year-end balance is approximately \$100,000. The City will need to levy for debt service in 2010 to cover the 2010 bond payment or transfer in funds.

| Project Year | 2000 | 2001 | 2002 | 2003 | 2004 |
|------------------------------|--------------|--------------|--------------|--------------|------|
| Debt Service Fund | 302 | 303 | 304 | 304 | 304 |
| Projected Assessment Balance | \$63,415 | \$116,178.63 | \$60,354 | \$151,764 | |
| Assessment Years Remaining | 3 | 4 | 5 | 6 | |
| Projected Annual Collection | \$21,139 | \$29,045* | \$12,071 | \$25,294 | |
| Principal Outstanding | \$430,000.00 | NA | \$750,000.00 | \$700,000.00 | |
| Final Payment (February) | 2012 | NA | 2014 | 2015 | |

*One-third or approximately \$9,687 would be distributed to the 302, 303, and 304 debt service funds.

EXPENDITURES

601 BOND PRINCIPAL \$95,000
 611 BOND INTEREST \$20,705
 621 FILE MAINTENANCE CHARGES \$1,000

FUND 401 CAPITAL IMPROVEMENT - STREETS

REVENUE

| | | |
|-------|--|----------|
| 36100 | SPECIAL ASSESSMENTS | \$0 |
| 36211 | INVESTMENT INTEREST | \$10,000 |
| 39200 | TRANSFERS - The Council authorized the distribution of excess year-end 2007 dollars equally to the Street Improvement Fund (401) and Park Improvement Fund (404). The Council can set a similar policy or change it to meet new needs. | |

EXPENDITURES

| | | |
|--------|---|----------|
| 48401- | | |
| 304 | STREETSCAPING - Larpeur / TH280 Bridge Replacement Project | \$40,000 |
| 304 | ENGINEERING - Eustis Street | \$5,500 |
| 328 | STREET REPAIR - Seal coating is an ongoing expenditure (5-7 years). | \$0 |
| 710 | TRANSFERS | \$0 |

FUND 402 GENERAL CAPITAL IMPROVEMENTS

REVENUE

36211 INVESTMENT INTEREST \$2,500
 39200 TRANSFERS - \$90,000 transferred to 404 Park Improvement Fund in 2008.

EXPENDITURES

48000- LAND \$0
 510 LAND \$0
 520 BUILDINGS -- 3-part sink for kitchen \$1,000
 521 CITY GARAGE \$0
 523 WARMING HOUSE \$0
 531 OFFICE EQUIPMENT -- copier/printing equipment 10,000
 535 HVAC \$0
 538 COMPUTERS \$0
 540 MACHINERY AND EQUIPMENT \$0
 543 TRACTOR - Replace John Deere tractor including mower & bucket \$30,000
 562 TRUCK \$0

HISTORY OF RECENT EXPENDITURES:

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

| | | | |
|--------|--|-----|----------|
| 48404- | ENGINEERING | 304 | \$0 |
| | LAND | 510 | \$0 |
| | PICNIC SHELTER - electrical improvements to the picnic shelter | 524 | \$4,000 |
| | PLAYGROUND - new pieces of equipment | 525 | \$34,000 |
| | PARK PATH | 526 | |
| | GENERAL PARK IMPROVEMENTS - Walnut/Ione Park & Warming House | 527 | \$15,000 |
| | COURT IMPROVEMENTS | 528 | |

EXPENDITURES

| | | | |
|-------|---|--|----------|
| 36211 | INVESTMENT INTEREST | | \$1,800 |
| 39200 | TRANSFERS - \$104,660 was transferred into the fund in 2008. Additionally, the Council authorized the transfer of excess year-end 2007 dollars equally to the Street Improvement Fund (401) and Park Improvement Fund (404). The Council can set a similar policy or change it to meet new needs. | | \$43,118 |

REVENUE

FUND 404 PARK IMPROVEMENTS

| | | | |
|--------|-----------------------|-----|-------|
| 48403- | ENGINEERING | 304 | \$0 |
| | OTHER SERVICES | 327 | \$0 |
| | NPDES PHASE II PERMIT | | \$500 |

EXPENDITURES

| | | | |
|-------|---------------------|--|---------|
| 36211 | INVESTMENT INTEREST | | \$8,000 |
|-------|---------------------|--|---------|

REVENUE

In 2008, the City created Fund 602 - Storm Sewer Enterprise Fund. That is the primary account for managing the City's storm water utility. Funds being saved for storm sewer improvements and replacement are kept in the 403 Fund.

FUND 403 CAPITAL IMPROVEMENTS - STORM SEWER

| | |
|------------------------------------|-------------------------------|
| FUND 407 SEWER IMPROVEMENTS | |
| <hr/> | |
| REVENUE | |
| 36211 | INVESTMENT INTEREST |
| 39200 | INTERFUND OPERATING TRANSFERS |
| \$4,000 | |
| EXPENDITURES | |
| 48407- | |
| 710 | INTERFUND OPERATING TRANSFERS |
| \$0 | |

| | |
|------------------------------|--|
| FUND 405 TIF PROJECTS | |
| <hr/> | |
| REVENUE | |
| 36211 | INVESTMENT INTEREST |
| 31050 | TAX INCREMENT |
| 31051 | DELINQUENT TAX INCREMENT |
| 39200 | TRANSFERS |
| \$10,000 | |
| \$135,000 | |
| \$0 | |
| \$0 | |
| EXPENDITURES | |
| 48500- | |
| 305 | LEGAL FEES |
| 325 | OTHER IMPROVEMENTS |
| 327 | OTHER SERVICES |
| 710 | TRANSFERS – Funds can be used for housing projects or debt service |
| \$0 | |
| \$0 | |
| \$0 | |

FUND 601 SANITARY SEWER ENTERPRISE

REVENUE

| | | |
|-------|--|-----------|
| 37210 | SEWER SALES AND SERVICE - approximate anticipated income | \$225,000 |
| | Residential Units = 1178 units x \$42.00/qr = \$49,476 | |
| | \$49,476/qr. x 4 quarters = \$197,904 per year. | |
| | Commercial accounts = average 4,000 units per quarter x 4 quarter/year x \$2.02 per unit | |
| 36211 | INVESTMENT INTEREST | \$5,000 |
| 36250 | REFUNDS & REIMBURSEMENTS | |
| 36255 | MISCELLANEOUS | |
| 39101 | SALE OF ASSETS | |

EXPENDITURES

| | | |
|---------|--|----------|
| 49000 - | | |
| 101 | REGULAR FULL TIME EMPLOYEES | \$22,460 |
| 102 | ON-PAY | \$17,000 |
| 121 | PERA CONTRIBUTION | \$2,762 |
| 122 | FICA CONTRIBUTIONS | \$3,019 |
| 131 | GROUP INSURANCE | \$2,808 |
| 151 | WORKER'S COMP PREMIUM | \$2,586 |
| 201 | GENERAL SUPPLIES | \$0 |
| 212 | MOTOR FUELS & LUBRICANTS | \$500 |
| | Divided: 70% 101-43000-212 - Public Works | |
| | 15% 601-49000-212 - Sanitary Sewer Enterprise Fund | |
| | 15% 602-49100-212 - Storm Sewer Enterprise Fund | |
| 224 | STREET MAINTENANCE SUPPLY | |
| 227 | TOOLS & EQUIPMENT - Safety clothing: gloves, boots, glasses, & helmets | \$125 |
| 228 | MISC. REPAIRS MAINT SUPPLIES | \$250 |
| 301 | AUDITING | \$1,700 |
| | Divided: 80% 101-41200-301 - Administration | |
| | 10% 601-49000-301 - Sanitary Sewer Enterprise Fund | |
| | 10% 602-49100-301 - Storm Sewer Enterprise Fund | |
| 304 | ENGINEERING | \$250 |
| 308 | TRAINING/CONFERENCES - Sewer operator's licensing/seminar | \$550 |
| 315 | SEWER JETTING - Budgeted in case Falcon Heights equipment is unavailable | \$1,500 |
| 316 | SEWER TELEVISION | \$2,500 |
| 327 | OTHER SERVICE - St. Paul Regional Water sewer billing & other services | \$5,000 |
| | Divided: 85% 601-49000-327 - Sanitary Sewer Enterprise Fund | |
| | 15% 602-49100-327 - Storm Sewer Enterprise Fund | |
| 331 | TRAVEL EXPENSES | \$50 |
| 361 | GENERAL LIABILITY | \$1,365 |
| | Divided: 40% 101-41100-361 - Legislative | |

| | | |
|-----------|--|-----|
| | 35% 101-41200-361 - Administration | |
| | 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund | |
| | 12.5% 602-49100-361 - Storm Sewer Enterprise Fund | |
| \$50 | WATER - Water at the Public Works Garage | 382 |
| \$130,000 | MCES CHARGES - Wastewater Service | 387 |
| \$250 | TELEPHONE/PAGER | 391 |
| | Divided: 50% 101-43000-391 - Public Works | |
| | 25% 601-49000-391 - Sanitary Sewer Enterprise Fund | |
| | 25% 602-49100-391 - Storm Sewer Enterprise Fund | |
| \$250 | CITY TRUCK REPAIR/MAINTENANCE | 402 |
| | Divided: 80% 101-43000-402 - Public Works | |
| | 10% 601-49000-402 - Sanitary Sewer Enterprise Fund | |
| | 10% 602-49100-402 - Storm Sewer Enterprise Fund | |
| \$800 | CLOTHING - Uniforms for public works employees | 425 |
| | Divided: 50% 601-49000-425 - Sanitary Sewer Enterprise Fund | |
| | 50% 602-49100-425 - Storm Sewer Enterprise Fund | |
| \$0 | MISC. | 442 |
| \$1,000 | CONTINGENCY | 444 |
| \$0 | DEPRECIATION | 501 |
| \$0 | MACHINERY & EQUIPMENT - For safety equipment such as cones, etc. | 540 |
| \$23,475 | SYSTEM REPAIRS (I/I) | 554 |

FUND 602 STORM SEWER ENTERPRISE

*This fund was created at the beginning of 2008.

REVENUE 37300 STORM SEWER FEE \$47,000

History: Starting 1994, the Council increased the fee by one-dollar each year through 1998. Since 1998, the fee has remained the same. A one-dollar increase was discussed with the onset of the NPDES Phase II Permit starting in 2003, but the fee was not implemented and has remained the same since. The Council approved a storm sewer fee for a basic residential lot of \$7.50/quarter for 2008 for 498 residential accounts.

Additional Accounts:
 Rosehill Townhomes: \$8.91/qr. x 42 accounts = \$1,496.88/year
 Commercial, Non-Profit, Land, & Multi-Family: 50 accounts range from \$2.50 to \$598.75 per qr.

Residential \$12,948
 Condos \$1,496.88
 Commercial/Misc. \$29,555.12

36211 INVESTMENT INTEREST \$500
 39200 TRANSFERS - \$20,000 transferred in for 2008 \$0

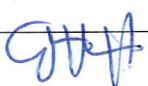
EXPENDITURES

49000 -
 101 REGULAR FULL TIME EMPLOYEES \$20,119
 102 ON-CALL PAY \$2,000
 121 PERA CONTRIBUTION \$1,548
 122 FICA CONTRIBUTIONS \$1,692
 131 GROUP INSURANCE \$2,520
 151 WORKER'S COMP PREMIUM \$1,399
 201 GENERAL SUPPLIES \$0
 212 MOTOR FUELS & LUBRICANTS \$500
 Divided: 70% 101-43000-212 - Public Works
 15% 601-49000-212 - Sanitary Sewer Enterprise Fund
 15% 602-49100-212 - Storm Sewer Enterprise Fund
 227 TOOLS & EQUIPMENT - Safety clothing: gloves, boots, glasses, & helmets \$125
 228 MISC. REPAIRS MAINT SUPPLIES \$250
 301 AUDITING \$1,700
 Divided: 80% 101-41200-301 - Administration
 10% 601-49000-301 - Sanitary Sewer Enterprise Fund
 10% 602-49100-301 - Storm Sewer Enterprise Fund

| | | |
|-----|--|---------|
| 304 | ENGINEERING | \$250 |
| 308 | TRAINING/CONFERENCES | \$500 |
| 327 | OTHER SERVICE - St. Paul Regional Water sewer billing & other services | \$5,000 |
| | Divided: 85% 601-49000-327 - Sanitary Sewer Enterprise Fund | |
| | 15% 602-49100-327 - Storm Sewer Enterprise Fund | |
| 361 | GENERAL LIABILITY | \$1,365 |
| | Divided: 40% 101-41100-361 - Legislative | |
| | 35% 101-41200-361 - Administration | |
| | 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund | |
| | 12.5% 602-49100-361 - Storm Sewer Enterprise Fund | |
| 391 | TELEPHONE/PAGER | \$250 |
| | Divided: 50% 101-43000-391 - Public Works | |
| | 25% 601-49000-391 - Sanitary Sewer Enterprise Fund | |
| | 25% 602-49100-391 - Storm Sewer Enterprise Fund | |
| 402 | CITY TRUCK REPAIR/MAINTENANCE | \$250 |
| | Divided: 80% 101-43000-402 - Public Works | |
| | 10% 601-49000-402 - Sanitary Sewer Enterprise Fund | |
| | 10% 602-49100-402 - Storm Sewer Enterprise Fund | |
| 425 | CLOTHING - Uniforms for public works employees | \$800 |
| | Divided: 50% 601-49000-425 - Sanitary Sewer Enterprise Fund | |
| | 50% 602-49100-425 - Storm Sewer Enterprise Fund | |
| 442 | MISC. - Public Education | \$5,000 |
| 444 | CONTINGENCY | \$1,000 |
| 501 | DEPRECIATION | \$0 |
| 540 | MACHINERY & EQUIPMENT - Including safety equipment | \$0 |
| 554 | STORM SYSTEM REPAIRS | \$3,000 |

LAUDERDALE COUNCIL ACTION FORM

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

| | | | |
|---------------------------|----------------------|---------------|---|
| Meeting Date | November 25, 2008 | | |
| ITEM NUMBER | 9B - Bolger Proposal | STAFF INITIAL |  |
| APPROVED BY ADMINISTRATOR | | _____ | |

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In the 1990s, Bolger Publications partitioned their property into two lots with a portion of the primary building located on the second lot. They recently submitted building permits to turn the property that extends onto the second lot from warehousing space to a production area. They are required to have a firewall along the property line but that would interfere with their renovations. They asked the City for a mechanism to waive the requirements of the building code relating to firewalls so they can complete their project. In the interest of protecting the City, the city attorneys worked with Bolger's attorneys on an agreement that primarily does two things:

- Creates an understanding regarding liability as the City is waiving the firewall requirements of the building code; and
- Prevents Bolger from selling either parcel to an outside party. They can only sell or transfer title of the properties to themselves (Como Partnership, L.L.P. and Francis Real Estate, Inc.) or sell both properties to an outside party.

I haven't received the final draft with attachments; I will provide it at the Council meeting.

OPTIONS:

1. Approve the Deed Restriction and Encroachment Easement Agreement between Como Partnership, L.L.P., Francis Real Estate, Inc., and the City of Lauderdale.
2. Do not approve the Deed Restriction and Encroachment Easement Agreement between Como Partnership, L.L.P., Francis Real Estate, Inc., and the City of Lauderdale and provide staff with direction.

STAFF RECOMMENDATION:

Approve the Deed Restriction and Encroachment Easement Agreement between Como Partnership, L.L.P., Francis Real Estate, Inc., and the City of Lauderdale.

COUNCIL ACTION:

The City is willing to grant Como a building permit to build the Como Addition on the Encroachment Property subject to the terms, conditions and obligations outlined in this Agreement.

The International Building Code ("IBC"), as adopted by the Minnesota State Building Code, requires that walls between separate buildings on the same lot and party walls separating two properties be fire-resistance rated, which would prevent the construction of any opening in the connecting/adjoining wall between the Como Addition and Francis Building.

Como desires to build an addition to the Como Building (the "Como Addition") that will be partially located on the Francis Property in the area depicted as the "Area of Remodeling" on attached Exhibit C (the "Encroachment Property"). The Como Addition will connect to and adjoin the Francis Building, and Como and Francis desire that the connecting/adjoining wall contain one or more openings to allow for movement of persons and equipment between the Como Addition and Francis Building.

Francis is the fee owner of certain real property located in Ramsey County, Minnesota, legally described on attached Exhibit B (the "Francis Property"). The Francis Property is improved with a building (the "Francis Building").

Como is the fee owner of certain real property located in Ramsey County, Minnesota, legally described on attached Exhibit A (the "Como Property"). The Como Property is improved with a building (the "Como Building").

Preliminary Statement of Facts

THIS DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT ("Agreement") is made as of _____, 2008, by Como Partnership, L.L.P., a Minnesota limited liability partnership ("Como"), Francis Real Estate, Inc., a Minnesota corporation ("Francis"), and the City of Lauderdale, a municipal corporation under the laws of the State of Minnesota ("City").

DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT

Francis desires to grant Como an easement to construct, occupy, use and otherwise maintain, repair and replace the Como Addition on the Encroachment Property as provided for herein.

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Grant of Easement.** Francis hereby grants, sells, transfers, quitclaims and conveys to Como an exclusive perpetual easement appurtenant to the Como Property over and upon the Encroachment Property (the "Easement"), to construct, occupy, use and otherwise maintain, repair and replace the Como Addition on the Encroachment Property.

2. **Restrictive Covenant re Firewalls.** In order that all uses on the Como Property and the Francis Property may operate in compliance with Sections 704 and 705 of the IBC, as adopted by the Minnesota State Building Code, and derive all the benefits from such compliance, Como and Francis understand and agree that the Como Property and the Francis Property shall be considered one lot for the sole purpose of meeting the requirements of those portions of the IBC attached as Exhibit D hereto.

Como and Francis understand and agree that the IBC regulates the locations of building and the fire resistance of exterior walls based on distance from exterior walls to property lines. Como and Francis understand and agree that, except for this Agreement, the buildings on the Como Property and Francis Property would not meet the requirements of the IBC with respect to the construction of fire-resistant walls between the Como Addition and Francis Building. Como and Francis further understand and agree that this Agreement is for the limited purpose of treating the Como Property and the Francis Property as one lot for purposes of meeting those portions of the requirements of the IBC set forth in the attached Exhibit D.

3. **Indemnification.** Como and Francis, on behalf of themselves and their successors in interest, agree to defend, indemnify, and hold harmless the City from and against all claims or liabilities for personal injury or property damage arising out of or resulting from the existence, non-existence or status of firewalls separating the Como Addition and Francis Building.

4. **Application.** This Agreement does not affect the boundaries or the ownership of the Como Property or the Francis Property. Como and Francis further understand and agree that except as expressly set forth herein, this Agreement neither affects the ability of the City to strictly enforce any and all provisions of the IBC, nor restricts the right of the City Council of the City to exercise its legislative duties and powers insofar as zoning of the tracts is concerned.

5. **Building Permit.** Como and Francis agree that the City may withhold issuance of a building permit for the Como Addition until this Agreement has been recorded in the Office of the Ramsey County Recorder/Registrar of Titles, as applicable.

6. **Minimum Interference.** The parties hereto and their successors and assigns shall always use their respective properties and the rights provided herein in such manner as to cause

the least possible interference with the use and enjoyment by the other parties, or their successors or assigns, of their respective properties and rights hereunder.

7. **Restriction on Sale.** Both Como and Francis agree that without the City's prior written approval, they will not sell their right, title or interest in the ownership interest in their respective real estate parcels except: (a) to each other, or (b) to a buyer of both real estate parcels. In the event that the Como Property and Francis Property ever become owned by the same person or entity, the doctrine of merger shall not apply upon any subsequent resale of either property, and this Agreement shall remain in full force and effect until terminated as provided in paragraph 8 below.

8. **Termination.** This Agreement may be terminated only by an instrument that is signed by the fee owners of both the Como Property and the Francis Property and approved by the City Building Official and approved as to form by the City Attorney. The Building Official and City Attorney shall approve a properly executed instrument terminating this Agreement only if all uses and tracts governed by this Agreement fully comply with the applicable provisions of the Minnesota State Building Code and this Agreement is no longer necessary. For example, and not by way of limitation, if a fire-resistant wall is constructed between the Como Addition and Francis Building.

9. **The Running of Benefits and Burdens.** All provisions of this Agreement, including the benefits and burdens, run with the land and are binding upon and shall inure to the benefit of the assigns, licensees, invitees, successors, tenants and employees of the parties to this Agreement.

10. **Warranty.** Como and Francis each certify and represent to each other and the City that they are the fee owners of their respective properties, and that they have or will obtain all necessary consents from the holder of any mortgage now or hereafter secured against their property to subject its interests to this Agreement.

11. **Amendments.** The parties hereto acknowledge and agree that this Agreement shall not be modified or amended without the written approval of each of the parties.

IN AGREEMENT, the parties have executed this Deed Restriction and Encroachment Easement Agreement as of the date and year first above written.

COMO PARTNERSHIP, L.L.P.

By: _____
Its: _____

STATE OF MINNESOTA)
) ss. _____)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____, the _____, of Como Partnership, L.L.P., a Minnesota limited liability partnership, on behalf of the partnership.

Notary Public

FRANCIS REAL ESTATE, INC.

By: _____

Its: _____

STATE OF MINNESOTA)
) ss.)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____, the _____, of Francis Real Estate, Inc., a Minnesota corporation, on behalf of the corporation.

Notary Public

CITY OF LAUDERDALE

By: _____
Jeffrey Dains
Its: Mayor

By: _____
Heather Butkowski
Its: City Administrator

) STATE OF MINNESOTA
) ss.
) COUNTY OF RAMSEY

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by Jeffrey Dains and Heather Butkowski, the Mayor and City Administrator, respectively, of the City of Lauderdale, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

THIS INSTRUMENT DRAFTED BY:

LINDQUIST & VENNUM P.L.P. (LLK)
4200 IDS Center
80 South Eighth Street
Minneapolis, MN 55402

EXHIBIT A

Legal Description of the Como Property

Parcel 1:

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet East of the West line of said Northwest Quarter of the Northwest Quarter and 207.33 feet North of the South line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said South line of said Northwest Quarter of the Northwest Quarter a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the Westery right of way line of the Minnesota Transfer Railway Company's Belt Line; thence South 04 degrees 57 minutes 08 seconds East along said Westery right of way line a distance of 163.01 feet to a line parallel with and 33.00 feet Northery of the South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence South 89 degrees 37 minutes 40 seconds West parallel with said South line of the Northwest Quarter of Section 20; thence South along said West 20 a distance of 414.63 feet to the West line of said Section 20; thence South along said West line of said Section 20 a distance of 0.44 feet to a line parallel with and 33.00 feet Northery of the South line of said Northeast Quarter of Section 19; thence South 88 degrees 33 minutes 30 seconds West parallel with said South line of the Northeast Quarter of the Northeast Quarter of Section 19 a distance of 25.01 feet to a line parallel with and 30.00 feet Easterly of the centerline of 33rd Avenue Southeast in Minneapolis, Minnesota; thence North parallel with said centerline a distance of 175.25 feet to the Westery extension of a line parallel with and 207.33 feet Northery of South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence North 89 degrees 37 minutes 40 seconds East along said parallel 207.33 feet Northery line and extension a distance of 135.00 feet to said point of beginning.

Parcel 2:

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Commencing at a point on the West line of 33rd Avenue Southeast in Minneapolis, Minnesota which point is distant 216.87 feet North of the South line of said Northeast Quarter of the Northeast Quarter of Section 19; thence Easterly, along a line hereinafter referred to as "Line A", to a point 110 feet East of the West line of said Section 20 and 215.83 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20, said point being the point

of beginning of land to be described; thence Northerly parallel with said West line of Section 20 to a line parallel with and 8.50 feet Northerly of said "Line A"; thence Westerly parallel with said "Line A" to the East line of said 33rd Avenue Southeast; thence Southerly along said East line of 33rd Avenue Southeast to the Westerly extension of a line parallel with and 207.33 feet Northerly of the South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence Easterly along said extension and parallel line to a line parallel with and 110 feet Easterly of said West line of Section 20; thence Northerly along said parallel 110 feet Easterly line to said point of beginning.

Parcel 3:

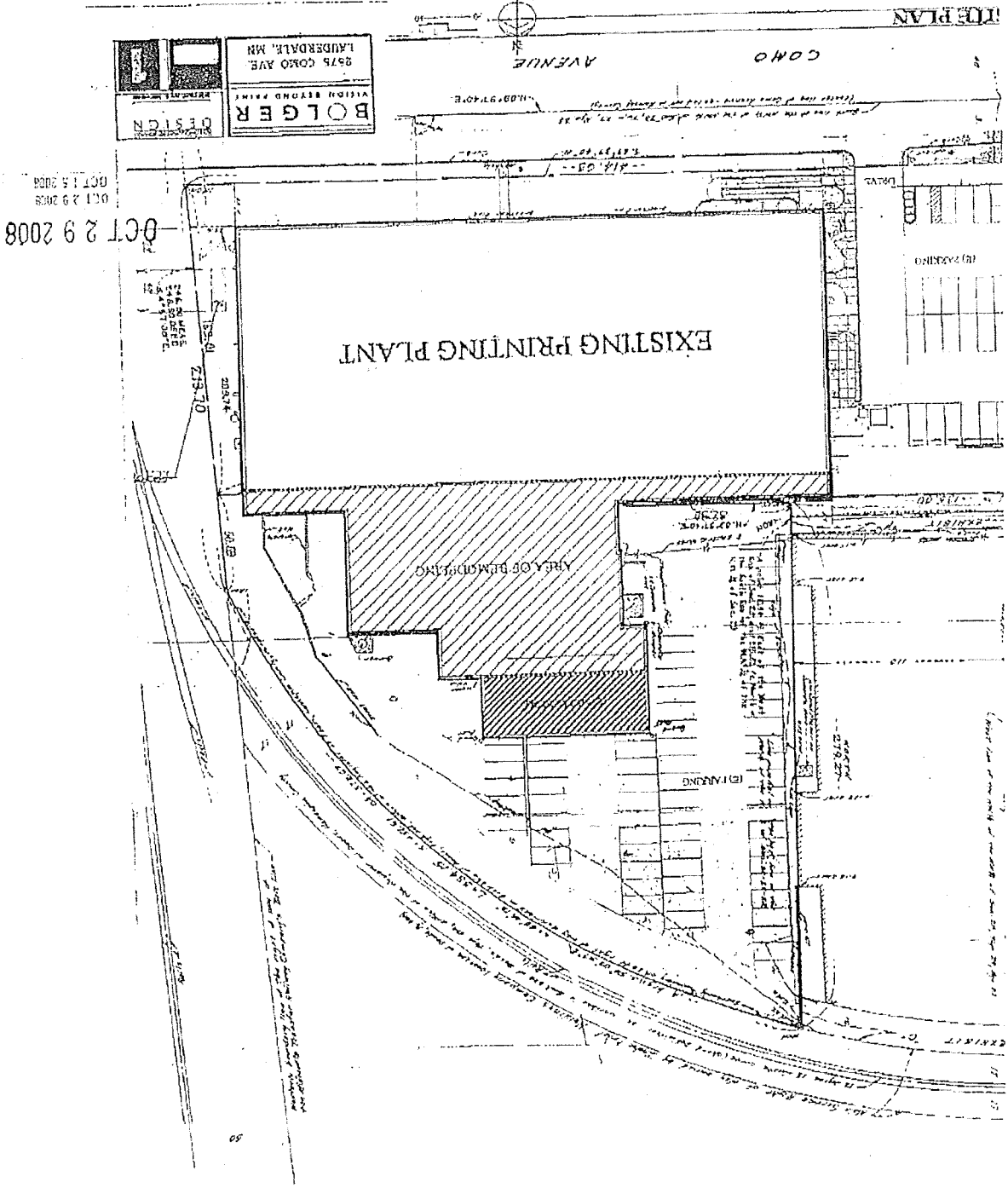
Together with the rights, benefits, privileges and easements contained in the Agreement dated May 1, 1996, file of record in the office of the County Recorder, Hennepin County, Minnesota on May 6, 1996, as Document No. 6569739, and filed of record in the office of the County Recorder, Ramsey County, Minnesota on May 7, 1996, as Document No. 2926371, by and between Francis Real Estate, Inc., a Minnesota corporation, and Como Partnership, L.L.P., a Minnesota limited liability partnership.

EXHIBIT B

Legal Description of the Francis Property

That part of the Northwest Quarter of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof, Ramsey County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet east of the west line of said Northwest Quarter of the Northwest Quarter and 207.33 feet north of the south line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said south line of said Northwest Quarter of the Northwest Quarter a distance of 82.39 feet; thence South 00 degrees 34 minutes 04 seconds East a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the westerly right of way line of the Minnesota Transfer Railway Company's Belt Line; thence North 04 degrees 57 minutes 08 seconds West along said westerly right of way line a distance of 50.69 feet to the southerly right of way line of the 34.00 foot Main Service Right of Way owned by Industrial Holdings Company as described in Book 886 of Deeds, page 490, Office of the County Recorder, Hennepin County, Minnesota; thence northwesterly along said southerly right of way line being a non-tangential curve concave to the southwest having a radius of 451.61 feet, a central angle of 48 degrees 44 minutes 12 seconds and a chord bearing of North 50 degrees 09 minutes 57 seconds West a distance of 384.15 feet to a line parallel with and 110.00 feet east of said west line of said Northwest Quarter of the Northwest Quarter; thence on a bearing of South along said parallel line a distance of 279.27 feet to the point of beginning.



Depiction of Encroachment Property

EXHIBIT C

EXHIBIT D

Excerpt from International Building Code

CONSENT

The undersigned, as mortgagee of the Como Property, hereby consents to the aforesaid Deed Restriction and Encroachment Easement Agreement for the purpose of subjecting its interest in the Como Property to said Agreement.

Date: _____, 2008 U.S. BANK NATIONAL ASSOCIATION

By: _____

Its: _____

STATE OF _____)
) ss. _____)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ U.S. Bank, 2008, by _____, the _____ of _____ U.S. Bank National Association, a national banking association, on behalf of said association.

Notary Public

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent _____

Public Hearing _____

Discussion _____

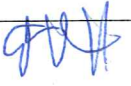
Action _____

Resolution _____

Work Session _____

Meeting Date November 25, 2008

ITEM NUMBER 9C - CA Contract

STAFF INITIAL 

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

On Friday, I met with Councilors Mac Lean and Christensen to negotiate an employment agreement. The draft agreement follows along with the City Administrator's job description.

The City negotiated a contract with Brian independent of the step system used prior. I think the step scale is advantageous for budgeting and transparency. The updated wage scale for the city administrator position follows and, per our negotiations, we modified the employment agreement language to reflect the use of a step system.

OPTIONS:

1. Approve the employment agreement as presented.
2. Suggest alternative language for consideration by the Council and Heather Butkowski.

STAFF RECOMMENDATION:

COUNCIL ACTION:

EMPLOYMENT AGREEMENT

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

WITNESSETH:

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

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

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

Section 1. Duties

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

Section 2. Term

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

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

Section 3. Termination and Severance Pay

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

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

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

Section 4. Compensation

A. Beginning December 1, 2008, the Employee shall receive a salary of \$66,887.26 annually.

B. Thereafter, the City Administrator's wage, upon Council approval, will be adjusted per the step schedule. Additionally, the City Council shall conduct a performance review of the Employee before November 30 each year. The City Council may consider a merit increase based on the Employee's overall performance.

C. The City Council and the Employee shall develop a mutually agreeable method by which to conduct an evaluation and what criteria shall be used in the evaluation. Upon request of the Employee, and in agreement with the City Council, the City shall consider contracting with an outside neutral party to assist in the development of the process and criteria.

Section 5. Dues, Subscriptions, and Registration Expenses

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

CITY OF LAUDERDALE

Position Title: City Administrator

Department: Administration

Position Title of Immediate Supervisor City Council

Purpose Statement: The City Administrator is the chief administrative officer of the City. This position is responsible for the daily administration and coordination of all City affairs in accordance with the City Code, ordinances, resolutions, and directives from City Council.

TYPICAL DUTIES PERFORMED

1. Direct and monitor all municipal operations.
 - A. Oversee all functions under the Plan A form of municipal government.
 - B. Work closely with staff to plan and coordinate their functions.
 - C. Direct preparation of agendas and supporting data for all council meetings.
 - D. Coordinate city activities with the City Attorney, Engineering Consultant, Police, and Fire Department.
2. Provide effective management of financial assets as directed by Council.
 - A. Oversee the preparation of the annual budget for council action.
 - B. Monitor expenditures within approved budgetary guidelines.
 - C. Monitor and control all purchasing functions.
 - D. Oversee all fund management and investment activities.
 - E. Ensure effective accounting practices to properly control financial assets and provide accurate information for financial planning.
 - F. Develop plans to meet current and future financial needs.
3. Provide human resource management to the organization.
 - A. Supervise the municipal office and administration of duties of all city personnel.
 - B. Recommend the selection of all employees, ensure proper employee utilization and motivation, review employee performance, recommend salary changes, and determine replacement needs.
 - C. Recommend employee benefit and personnel policy programs and coordinate all phases of personnel administration.
4. Facilitate effective public relations.

Ability to supervise and direct operations.
 bodies, other public officials, and the public.
 Ability to establish effective working relationships with elected officials, staff, advisory
 Ability to communicate, both orally and in written format, effectively.
 Ability to prepare, present, and administer budget.
 management including personnel management and organizational development.
 Knowledge of management principles and practices as they apply to public sector
 Knowledge of government processes, services, and operations.
 Knowledge of budgeting and government accounting.
 Knowledge of laws, rules, and regulations applicable to City government.

KNOWLEDGE, SKILLS, AND ABILITIES

- 6. Perform other duties as assigned by the City Council to effectively manage city affairs and achieve Council objectives.
 - A. Perform council administrative work and implement council decisions.
 - B. Provide reports, recommendations, and advice as appropriate.
 - C. Keep council fully informed and assist in its policy making role.
 - D. Assist and coordinate with various city commissions as appropriate.
 - E. Evaluate operations and recommend changes in organization structure to best achieve city objectives.
 - F. Continue to research improved methods for their possible use in Lauderdale.
 - G. Cooperate with other governmental units and municipalities on matters of mutual interest.
 - H. Draft city ordinances, resolutions, and policies for council approval, utilizing the City Attorney and others as needed.
- 5. Ensure effective management and utilization of all physical assets.
 - A. Ensure efficient use and proper care of all existing assets.
 - B. Develop and maintain an inventory of all physical assets.
 - C. Monitor for replacement or upgrading of equipment and other assets as appropriate.
- A. Ensure that public services are efficiently provided and that all complaints are effectively handled.
 - B. Direct communication activities to keep the public informed of city plans and operations.
 - C. Represent the city in local, regional, and state meetings and function as delegated by the council.
 - D. Provide telephone and in-person assistance to residents and customers as needed.

Revised February, 2005

Minimum requirements include BA in related field, municipal experience, strong interpersonal communication skills, financial acumen, problem solving skills and team orientation. Previous city administrator experience, redevelopment skills and MPA desired.

MINIMUM QUALIFICATIONS

Ability to plan and analyze city operations, develop alternatives, and determine the costs, advantages and disadvantages of various alternatives.
Ability to research and prepare accurate and thorough reports.
Ability to perform mathematical calculations and to analyze data.
Ability to prioritize City needs, to coordinate City departmental operations and services, and to allocate resources effectively.
Ability to operate a computer and other office equipment.

City Administrator Wage Schedule

| MONTHLY | | STEP 5 | STEP 4 | STEP 3 | STEP 2 | STEP 1 |
|----------|------------------------------|-------------|-------------|-------------|-------------|-------------|
| 2006 | City Administrator (No. 174) | \$6,194.01 | \$5,884.31 | \$5,574.61 | \$5,264.91 | \$4,955.21 |
| 2007 | City Administrator (No. 174) | \$6,441.77 | \$6,119.69 | \$5,797.60 | \$5,475.51 | \$5,153.42 |
| 2008 | City Administrator (No. 174) | \$6,699.45 | \$6,364.47 | \$6,029.50 | \$5,694.53 | \$5,359.56 |
| 2009 | City Administrator (No. 174) | \$6,967.42 | \$6,619.05 | \$6,270.68 | \$5,922.31 | \$5,573.94 |
| ANNUALLY | | STEP 5 | STEP 4 | STEP 3 | STEP 2 | STEP 1 |
| 2006 | City Administrator (No. 174) | \$74,328.17 | \$70,611.76 | \$66,895.35 | \$63,178.94 | \$59,462.53 |
| 2007 | City Administrator (No. 174) | \$77,301.29 | \$73,436.23 | \$69,571.16 | \$65,706.10 | \$61,841.04 |
| 2008 | City Administrator (No. 174) | \$80,393.35 | \$76,373.68 | \$72,354.01 | \$68,334.34 | \$64,314.68 |
| 2009 | City Administrator (No. 174) | \$83,609.08 | \$79,428.63 | \$75,248.17 | \$71,067.72 | \$66,887.26 |

** I took Rick's final calculations from 2006 and factored an annual increase of 4%.

Francis desires to grant Como an easement to construct, occupy, use and otherwise maintain, repair and replace the area on the Francis Property designated as the "Area of Remodeling" and depicted on the attached Exhibit C (the "Encroachment Property").

The City is willing to grant Como a building permit to complete the proposed renovations to the Como and Francis Buildings subject to the terms, conditions and obligations outlined in this Agreement.

The International Building Code ("IBC"), as adopted by the Minnesota State Building Code, requires that walls between separate buildings on the same lot and party walls separating two properties be fire-resistance rated, which would prevent the construction of any opening in the connecting/adjoining wall between the Como Building and the Francis Building.

Como desires to renovate the Como and Francis Buildings in such a manner that the fire-resistant party wall between the two buildings will be removed to allow for the free movement of persons and equipment between the Como Building and the Francis Building.

Francis is the fee owner of certain real property located in Ramsey County, Minnesota, legally described on attached Exhibit B (the "Francis Property"). The Francis Property is improved with a building (the "Francis Building").

Como is the fee owner of certain real property located in both Ramsey County, Minnesota, and Hennepin County, Minnesota legally described on attached Exhibit A (the "Como Property"). The Como Property is improved with a building (the "Como Building").

Preliminary Statement of Facts

THIS DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT ("Agreement") is made as of _____, 2008, by Como Partnership, L.L.P., a Minnesota limited liability partnership ("Como"), Francis Real Estate, Inc., a Minnesota corporation ("Francis"), and the City of Lauderdale, a municipal corporation under the laws of the State of Minnesota ("City").

DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT

the least possible interference with the use and enjoyment by the other parties, or their successors or assigns, of their respective properties and rights hereunder.

7. **Restriction on Sale.** Both Como and Francis agree that without the City's prior written approval, they will not sell their right, title or interest in the ownership interest in their respective real estate parcels except: (a) to each other, or (b) to a buyer of both real estate parcels. In the event that the Como Property and Francis Property ever become owned by the same person or entity, the doctrine of merger shall not apply upon any subsequent resale of either property, and this Agreement shall remain in full force and effect until terminated as provided in paragraph 8 below.

8. **Termination.** This Agreement may be terminated only by an instrument that is signed by the fee owners of both the Como Property and the Francis Property and approved by the City Council. The City Council shall approve a properly executed instrument terminating this Agreement only if all uses and tracts governed by this Agreement fully comply with the applicable provisions of the Minnesota State Building Code and this Agreement is no longer necessary. For example, and not by way of limitation, if a fire-resistant wall is constructed between the Como and Francis Buildings.

9. **The Running of Benefits and Burdens.** All provisions of this Agreement, including the benefits and burdens, run with the land and are binding upon and shall inure to the benefit of the assigns, licensees, invitees, successors, tenants and employees of the parties to this Agreement.

10. **Warranty.** Como and Francis each certify and represent to each other and the City that they are the fee owners of their respective properties, and that they have or will obtain all necessary consents from the holder of any mortgage now or hereafter secured against their property to subject its interests to this Agreement.

11. **Amendments.** The parties hereto acknowledge and agree that this Agreement shall not be modified or amended without the written approval of each of the parties.

FRANCIS REAL ESTATE, INC.

By: _____

Its: _____

STATE OF MINNESOTA)
) ss.)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____, the _____, of Francis Real Estate, Inc., a Minnesota corporation, on behalf of the corporation.

Notary Public

EXHIBIT A

Legal Description of the Como Property

Parcel 1:

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet East of the West line of said Northwest Quarter of the Northwest Quarter and 207.33 feet North of the South line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said South line of said Northwest Quarter of the Northwest Quarter a distance of 82.39 feet; thence South 00 degrees 34 minutes 04 seconds East a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the Westery right of way line of the Minnesota Transfer Railway Company's Belt Line; thence South 04 degrees 57 minutes 08 seconds East along said Westery right of way line a distance of 163.01 feet to a line parallel with and 33.00 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence South 89 degrees 37 minutes 40 seconds West parallel with said South line of the Northwest Quarter of Section 20; thence South along said West line of said Section 20 a distance of 414.63 feet to the West line of said Section 20; thence South along said West line of said Section 20 a distance of 0.44 feet to a line parallel with and 33.00 feet North of the South line of said Northeast Quarter of Section 19; thence South 88 degrees 33 minutes 30 seconds West parallel with said South line of the Northeast Quarter of the Northeast Quarter of Section 19 a distance of 25.01 feet to a line parallel with and 30.00 feet Eastery of the centerline of 33rd Avenue Southeast in Minneapolis, Minnesota; thence North, parallel with said centerline a distance of 175.25 feet to the Westery extension of a line parallel with and 207.33 feet North of said North line of said Northwest Quarter of the Northwest Quarter of Section 20; thence North 89 degrees 37 minutes 40 seconds East along said parallel 207.33 feet Northery line and extension a distance of 135.00 feet to said point of beginning.

Parcel 2:

That part of the Northwest Quarter of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Commencing at a point on the West line of 33rd Avenue Southeast in Minneapolis, Minnesota which point is distant 216.87 feet North of the South line of said Northeast Quarter of the Northeast Quarter of Section 19; thence Easterly, along a line hereinafter referred to as "Line A", to a point 110 feet East of the West line of said Section 20 and 215.83 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20, said point being the point

EXHIBIT B

Legal Description of the Francis Property

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof, Ramsey County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet east of the west line of said Northwest Quarter of the Northwest Quarter and 207.33 feet north of the south line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said south line of said Northwest Quarter of the Northwest Quarter a distance of 82.39 feet; thence South 00 degrees 34 minutes 04 seconds East a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the westerly right of way line of the Minnesota Transfer Railway Company's Belt Line; thence North 04 degrees 57 minutes 08 seconds West along said westerly right of way line a distance of 50.69 feet to the southerly right of way line of the 34.00 foot Main Service Right of Way owned by Industrial Holdings Company as described in Book 886 of Deeds, page 490, Office of the County Recorder, Hennepin County, Minnesota; thence northwesterly along said southerly right of way line being a non-tangential curve concave to the southwest having a radius of 451.61 feet, a central angle of 48 degrees 44 minutes 12 seconds and a chord bearing of North 50 degrees 09 minutes 57 seconds West a distance of 384.15 feet to a line parallel with and 110.00 feet east of said west line of said Northwest Quarter of the Northwest Quarter; thence on a bearing of South along said parallel line a distance of 279.27 feet to the point of beginning.

EXHIBIT D
Excerpt from International Building Code

GENERAL BUILDING HEIGHTS AND AREAS

ing assembly above or to the underside of the floor or roof sheathing, or sub deck above. Doors shall be self- or automatic closing upon detection of smoke in accordance with Section 715.4.7.3. Doors shall not have air transfer openings and shall not be undercut in excess of the clearance permitted in accordance with NFPA 80.

508.2.3 Protection. Where an automatic fire-extinguishing system or an automatic sprinkler system is provided in accordance with Table 508.2, only the incidental use areas need be equipped with such a system.

TABLE 508.2
INCIDENTAL USE AREAS

| SEPARATION AND/OR PROTECTION | ROOM OR AREA |
|--|---|
| 1 hour or provide automatic fire-extinguishing system | Tunace room where any piece of equipment is over 400,000 Btu per hour input |
| 1 hour or provide automatic fire-extinguishing system | Rooms with boilers where the largest piece of equipment is over 15 psi and 10 horsepower |
| 1 hour or provide automatic sprinkler system | Refrigerant machinery rooms |
| 2 hours; or 1 hour and provide automatic fire-extinguishing system | Parking garage (Section 406.2) |
| 1-hour in Group B, F, M, S and U occupancies, 2-hour in Group A, E, I and R occupancies. | Hydrogen cut-off rooms, not classified as Group H |
| 2 hours and automatic sprinkler system | Incinerator rooms |
| 2 hours; or 1 hour and provide automatic fire-extinguishing system | Faint shops, not classified as Group H, located in occupancies other than Group F |
| 1 hour or provide automatic fire-extinguishing system | Laboratories and vocational shops, not classified as Group H, located in Group B or I-2 occupancies |
| 1 hour or provide automatic fire-extinguishing system | Laundry rooms over 100 square feet |
| 1 hour or provide automatic fire-extinguishing system | Storage rooms over 100 square feet |
| Group I-3 cells equipped with padded surfaces | Group I-3 cells equipped with padded surfaces |
| 1 hour | Group I-2 waste and linen collection rooms |
| 1 hour or provide automatic fire-extinguishing system | Waste and linen collection rooms over 100 square feet |
| 1-hour in Group B, F, M, S and U occupancies, 2-hour in Group A, E, I and R occupancies. | Stationary storage battery systems having a liquid capacity of more than 100 gallons used for facility standby power, emergency power or uninterrupted power supplies |

For SI: 1 square foot = 0.0929 m², 1 pound per square inch = 6.9 kPa, 1 British thermal unit per hour = 0.293 watts, 1 horsepower = 746 watts, 1 gallon = 3.785 L.

508.1 General. Where a building or portion thereof contains two or more occupancies or uses, the building or portion thereof shall comply with the applicable provisions of this section.

508.2 Incidental uses. Incidental use areas shall comply with the provisions of this section.

Exception: Incidental use areas within and serving a dwelling unit are not required to comply with this section.

508.2.1 Occupancy classification. An incidental use area shall be classified in accordance with the occupancy of that portion of the building in which it is located or the building shall be classified as a mixed occupancy and shall comply with Section 508.3.

508.2.2 Separation. Incidental use areas shall be separated or protected, or both, in accordance with Table 508.2.

508.2.2.1 Construction. Where Table 508.2 requires a fire resistance rated separation, the incidental use area shall be separated from the remainder of the building by a fire barrier constructed in accordance with Section 706 or a horizontal assembly constructed in accordance with Section 711, or both. Where Table 508.2 permits an automatic fire-extinguishing system without a fire barrier, the incidental use area shall be separated from the remainder of the building by construction capable of resisting the passage of smoke. The partitions shall extend from the floor to the underside of the fire-resistance-rated floor/ceiling assembly or fire-resistance-rated roof/ceiling.

SECTION 508
MIXED USE AND OCCUPANCY

508.3.3.4.1 Construction. Required separations shall be fire barriers constructed in accordance with Section 706 or horizontal assemblies constructed in accordance with Section 711, or both, so as to completely separate adjacent occupancies.

508.3.3.4 Separation. Individual occupancies shall be separated from adjacent occupancies in accordance with Table 508.3.3

Exception: Special provisions permitted by Section 509.

508.3.3.3 Allowable height. Each occupancy shall comply with the height limitations based on the type of construction of the building in accordance with Section 503.1. The height, in both feet and stories, of each fire area shall be measured from grade plane. This measurement shall include the height, in both feet and stories, of intervening fire areas.

508.3.3.2 Allowable area. In each story, the building area shall be such that the sum of the ratios of the actual floor area of each occupancy divided by the allowable area of each occupancy shall not exceed one.

508.3.3.1 Occupancy classification. Separated occupancies shall be individually classified in accordance with Section 302.1. Each fire area shall comply with this code based on the occupancy classification of that portion of the building.

508.3.3 Separated occupancies. Buildings or portions of buildings that comply with the provisions of this section shall qualify as separated occupancies.

Exception: Group H-2, H-3, H-4 or H-5 occupancies shall be separated from all other occupancies in accordance with Section 508.3.3.

508.3.2.3 Separation. No separation is required between occupancies.

508.3.2.2 Allowable area and height. The allowable area and height of the building or portion thereof shall be based on the most restrictive allowances for the occupancy groups under consideration for the type of construction of the building in accordance with Section 503.1.

Each portion of the building based on the occupancy classification of that space except that the most restrictive applicable provisions of Section 403 and Chapter 9 shall apply to the entire building or portion thereof.

705.6 Vertical continuity. Fire walls shall extend from the foundation to a termination point at least 30 inches (762 mm) above both adjacent roofs.

Exceptions:

1. Stepped buildings in accordance with Section 705.6.1.

2. Two-hour fire-resistance-rated walls shall be permitted to terminate at the underside of the roof sheathing, deck or slab provided:

2.1. The lower roof assembly within 4 feet (1220 mm) of the wall has not less than a 1-hour fire-resistance rating and the entire length and span of supporting elements for the rated roof assembly has a fire-resistance rating of not less than 1 hour.

2.2. Openings in the roof shall not be located within 4 feet (1220 mm) of the fire wall.

2.3. Each building shall be provided with not less than a Class B roof covering.

3. Walls shall be permitted to terminate at the underside of noncombustible roof sheathing, deck, or slabs where both buildings are provided with not less than a Class B roof covering. Openings in the roof shall not be located within 4 feet (1220 mm) of the fire wall.

4. In buildings of Type III, IV and V construction, walls shall be permitted to terminate at the underside of combustible roof sheathing or decks provided:

4.1. There are no openings in the roof within 4 feet (1220 mm) of the fire wall.

4.2. The roof is covered with a minimum Class B roof covering, and

4.3. The roof sheathing or deck is constructed of fire-retardant-treated wood for a distance of 4 feet (1220 mm) on both sides of the wall or the X gypsum board directly beneath the underside of the roof sheathing or deck, supported by a minimum of 2-inch (51 mm) nominal ledgers attached to the sides of the roof framing members for a minimum distance of 4 feet (1220 mm) on both sides of the fire wall.

5. Buildings located above a parking garage designed in accordance with Section 509.2 shall be permitted to have the fire walls for the buildings located above the parking garage extend from the horizontal separation between the parking garage and the buildings.

705.6.1 Stepped buildings. Where a fire wall serves as an exterior wall for a building and separates buildings having different roof levels, such wall shall terminate at a point not less than 30 inches (762 mm) above the lower roof level, provided the exterior wall for a height of 15 feet (4572 mm) above the lower roof is not less than 1-hour fire-resistance-rated construction from both sides with openings pro-

3. Fire walls shall be permitted to terminate at the interior surface of noncombustible exterior sheathing where the building on each side of the fire wall is protected by an automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2.

705.5.1 Exterior walls. Where the fire wall intersects the exterior walls, the fire-resistance rating for the exterior walls on both sides of the fire wall shall have a 1-hour fire-resistance rating with 3/4-hour opening protection where opening protection is required. The fire-resistance rating of the exterior wall shall extend a minimum of 4 feet (1220 mm) on each side of the intersection of the fire wall to exterior wall. Exterior wall intersections at fire walls that form an angle equal to or greater than 180 degrees (3.14 rad) do not need exterior wall protection.

705.5.2 Horizontal projecting elements. Fire walls shall extend to the outer edge of horizontal projecting elements such as balconies, roof overhangs, canopies, marquesas and similar projections that are within 4 feet (1220 mm) of the fire wall.

Exceptions:

1. Horizontal projecting elements without concealed spaces, provided the exterior wall behind and below the projecting element has not less than a 1-hour fire-resistance-rated construction for a distance not less than the depth of the projecting element on both sides of the fire wall. Openings within such exterior walls shall be protected by opening protectives having a fire protection rating of not less than 3/4 hour.

2. Noncombustible horizontal projecting elements with concealed spaces, provided a minimum 1-hour fire-resistance-rated wall extends through the concealed space. The projecting element shall be separated from the building by a minimum of 1-hour fire-resistance-rated construction for a distance on each side of the fire wall equal to the depth of the projecting element. The wall is not required to extend under the projecting element where the building exterior wall is not less than 1-hour fire-resistance rated for a distance on each side of the fire wall equal to the depth of the projecting element. Openings within such exterior walls shall be protected by opening protectives having a fire protection rating of not less than 3/4 hour.

3. For combustible horizontal projecting elements with concealed spaces, the fire wall need only extend through the concealed space to the outer edges of the projecting elements. The exterior wall behind and below the projecting element shall be of not less than 1-hour fire-resistance-rated construction for a distance not less than the depth of the projecting elements on both sides of the fire wall. Openings within such exterior walls shall be protected by opening protectives having a fire-protection rating of not less than 3/4 hour.

CONSENT

The undersigned, as mortgagee of the Como Property, hereby consents to the aforesaid Deed Restriction and Encroachment Easement Agreement for the purpose of subjecting its interest in the Como Property to said Agreement.

Date: _____, 2008 U.S. BANK NATIONAL ASSOCIATION

By: _____

Its: _____

STATE OF _____)
) ss.
) COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____ of _____ U.S. Bank National Association, a national banking association, on behalf of said association.

Notary Public

DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT

THIS DEED RESTRICTION AND ENCROACHMENT EASEMENT AGREEMENT ("Agreement") is made as of _____, 2008, by Como Partnership, L.L.P., a Minnesota limited liability partnership ("Como"), Francis Real Estate, Inc., a Minnesota corporation ("Francis"), and the City of Lauderdale, a municipal corporation under the laws of the State of Minnesota ("City").

Preliminary Statement of Facts

Como is the fee owner of certain real property located in Ramsey County, Minnesota, legally described on attached Exhibit A (the "Como Property"). The Como Property is improved with a building (the "Como Building").

Francis is the fee owner of certain real property located in Ramsey County, Minnesota, legally described on attached Exhibit B (the "Francis Property"). The Francis Property is improved with a building (the "Francis Building").

Como desires to build an addition to the Como Building (the "Como Addition") that will be partially located on the Francis Property in the area depicted as the "Area of Remodeling" on attached Exhibit C (the "Encroachment Property"). The Como Addition will connect to and adjoin the Francis Building, and Como and Francis desire that the connecting/adjoining wall contain one or more openings to allow for movement of persons and equipment between the Como Addition and Francis Building.

The International Building Code ("IBC"), as adopted by the Minnesota State Building Code, requires that walls between separate buildings on the same lot and party walls separating two properties be fire-resistance rated, which would prevent the construction of any opening in the connecting/adjoining wall between the Como Addition and Francis Building.

The City is willing to grant Como a building permit to build the Como Addition on the Encroachment Property subject to the terms, conditions and obligations outlined in this Agreement.

Francis desires to grant Como an easement to construct, occupy, use and otherwise maintain, repair and replace the Como Addition on the Encroachment Property as provided for herein.

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Grant of Easement.** Francis hereby grants, sells, transfers, quitclaims and conveys to Como an exclusive perpetual easement appurtenant to the Como Property over and upon the Encroachment Property (the "Easement"), to construct, occupy, use and otherwise maintain, repair and replace the Como Addition on the Encroachment Property.

2. **Restrictive Covenant re Firewalls.** In order that all uses on the Como Property and the Francis Property may operate in compliance with Sections 704 and 705 of the IBC, as adopted by the Minnesota State Building Code, and derive all the benefits from such compliance, Como and Francis understand and agree that the Como Property and the Francis Property shall be considered one lot for the sole purpose of meeting the requirements of those portions of the IBC attached as Exhibit D hereto.

Como and Francis understand and agree that the IBC regulates the locations of building and the fire resistance of exterior walls based on distance from exterior walls to property lines. Como and Francis understand and agree that, except for this Agreement, the buildings on the Como Property and Francis Property would not meet the requirements of the IBC with respect to the construction of fire-resistant walls between the Como Addition and Francis Building. Como and Francis further understand and agree that this Agreement is for the limited purpose of treating the Como Property and the Francis Property as one lot for purposes of meeting those portions of the requirements of the IBC set forth in the attached Exhibit D.

3. **Indemnification.** Como and Francis, on behalf of themselves and their successors in interest, agree to defend, indemnify, and hold harmless the City from and against all claims or liabilities for personal injury or property damage arising out of or resulting from the existence, non-existence or status of firewalls separating the Como Addition and Francis Building.

4. **Application.** This Agreement does not affect the boundaries or the ownership of the Como Property or the Francis Property. Como and Francis further understand and agree that except as expressly set forth herein, this Agreement neither affects the ability of the City to strictly enforce any and all provisions of the IBC, nor restricts the right of the City Council of the City to exercise its legislative duties and powers insofar as zoning of the tracts is concerned.

5. **Building Permit.** Como and Francis agree that the City may withhold issuance of a building permit for the Como Addition until this Agreement has been recorded in the Office of the Ramsey County Recorder/Registrar of Titles, as applicable.

6. **Minimum Interference.** The parties hereto and their successors and assigns shall always use their respective properties and the rights provided herein in such manner as to cause

the least possible interference with the use and enjoyment by the other parties, or their successors or assigns, of their respective properties and rights hereunder.

7. **Restriction on Sale.** Both Como and Francis agree that without the City's prior written approval, they will not sell their right, title or interest in the ownership interest in their respective real estate parcels except: (a) to each other, or (b) to a buyer of both real estate parcels. In the event that the Como Property and Francis Property ever become owned by the same person or entity, the doctrine of merger shall not apply upon any subsequent resale of either property, and this Agreement shall remain in full force and effect until terminated as provided in paragraph 8 below.

8. **Termination.** This Agreement may be terminated only by an instrument that is signed by the fee owners of both the Como Property and the Francis Property and approved by the City Building Official and approved as to form by the City Attorney. The Building Official and City Attorney shall approve a properly executed instrument terminating this Agreement only if all uses and tracts governed by this Agreement fully comply with the applicable provisions of the Minnesota State Building Code and this Agreement is no longer necessary. For example, and not by way of limitation, if a fire-resistant wall is constructed between the Como Addition and Francis Building.

9. **The Running of Benefits and Burdens.** All provisions of this Agreement, including the benefits and burdens, run with the land and are binding upon and shall inure to the benefit of the assigns, licensees, invitees, successors, tenants and employees of the parties to this Agreement.

10. **Warranty.** Como and Francis each certify and represent to each other and the City that they are the fee owners of their respective properties, and that they have or will obtain all necessary consents from the holder of any mortgage now or hereafter secured against their property to subject its interests to this Agreement.

11. **Amendments.** The parties hereto acknowledge and agree that this Agreement shall not be modified or amended without the written approval of each of the parties.

IN AGREEMENT, the parties have executed this Deed Restriction and Encroachment Easement Agreement as of the date and year first above written.

COMO PARTNERSHIP, L.L.P.

By: _____

Its: _____

) STATE OF MINNESOTA
) ss.
) COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____, the _____, of Como Partnership, L.L.P., a Minnesota limited liability partnership, on behalf of the partnership.

Notary Public

FRANCIS REAL ESTATE, INC.

By: _____

Its: _____

STATE OF MINNESOTA)
) ss.)
) _____)
COUNTY OF)

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by _____, the _____, of Francis Real Estate, Inc., a Minnesota corporation, on behalf of the corporation.

Notary Public

CITY OF LAUDERDALE

By: Jeffrey Dains
Its: Mayor

By: Heather Butkowski
Its: City Administrator

) STATE OF MINNESOTA
) ss.
) COUNTY OF RAMSEY

The foregoing instrument was acknowledged before me this _____ day of _____, 2008, by Jeffrey Dains and Heather Butkowski, the Mayor and City Administrator, respectively, of the City of Lauderdale, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

THIS INSTRUMENT DRAFTED BY:

LINDQUIST & VENNUM P.L.L.P. (LLK)
4200 IDS Center
80 South Eighth Street
Minneapolis, MN 55402

EXHIBIT A

Legal Description of the Como Property

Parcel 1:

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet East of the West line of said Northwest Quarter of the Northwest Quarter and 207.33 feet North of the South line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said South line of said Northwest Quarter of the Northwest Quarter a distance of 82.39 feet; thence South 00 degrees 34 minutes 04 seconds East a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the West line of the Minnesota Transfer Railway Company's Belt Line; thence South 04 degrees 57 minutes 08 seconds East along said West line a distance of 163.01 feet to a line parallel with and 33.00 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence South 89 degrees 37 minutes 40 seconds West parallel with said South line of the Northwest Quarter of Section 20 a distance of 414.63 feet to the West line of said Section 20; thence South along said West line of said Section 20 a distance of 0.44 feet to a line parallel with and 33.00 feet North of the South line of said Northeast Quarter of Section 19; thence South 88 degrees 33 minutes 30 seconds West parallel with said South line of the Northeast Quarter of the Northeast Quarter of Section 19 a distance of 25.01 feet to a line parallel with and 30.00 feet East of the centerline of 33rd Avenue Southeast in Minneapolis, Minnesota; thence North, parallel with said centerline a distance of 175.25 feet to the West line of a line parallel with and 207.33 feet North of said South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence North 89 degrees 37 minutes 40 seconds East along said parallel 207.33 feet North of the West line of said Northeast Quarter of Section 19; thence East, along a line hereinafter referred to as "Line A", to a point 110 feet East of the West line of said Section 20 and 215.83 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20, said point being the point

Parcel 2:

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof and situate in Ramsey County, Minnesota, and that part of the Northeast Quarter of Section 19, Township 29, Range 23, according to the Government Survey thereof and situate in Hennepin County, Minnesota, described as follows:

Commencing at a point on the West line of 33rd Avenue Southeast in Minneapolis, Minnesota which point is distant 216.87 feet North of the South line of said Northeast Quarter of the Northeast Quarter of Section 19; thence East, along a line hereinafter referred to as "Line A", to a point 110 feet East of the West line of said Section 20 and 215.83 feet North of the South line of said Northwest Quarter of the Northwest Quarter of Section 20, said point being the point

of beginning of land to be described; thence Northerly parallel with said West line of Section 20 to a line parallel with and 8.50 feet Northerly of said "Line A"; thence Westerly parallel with said "Line A" to the East line of said 33rd Avenue Southeast; thence Southerly along said East line of 33rd Avenue Southeast to the Westerly extension of a line parallel with and 207.33 feet Northerly of the South line of said Northwest Quarter of the Northwest Quarter of Section 20; thence Easterly along said extension and parallel line to a line parallel with and 110 feet Easterly of said West line of Section 20; thence Northerly along said parallel 110 feet Easterly line to said point of beginning.

Parcel 3:

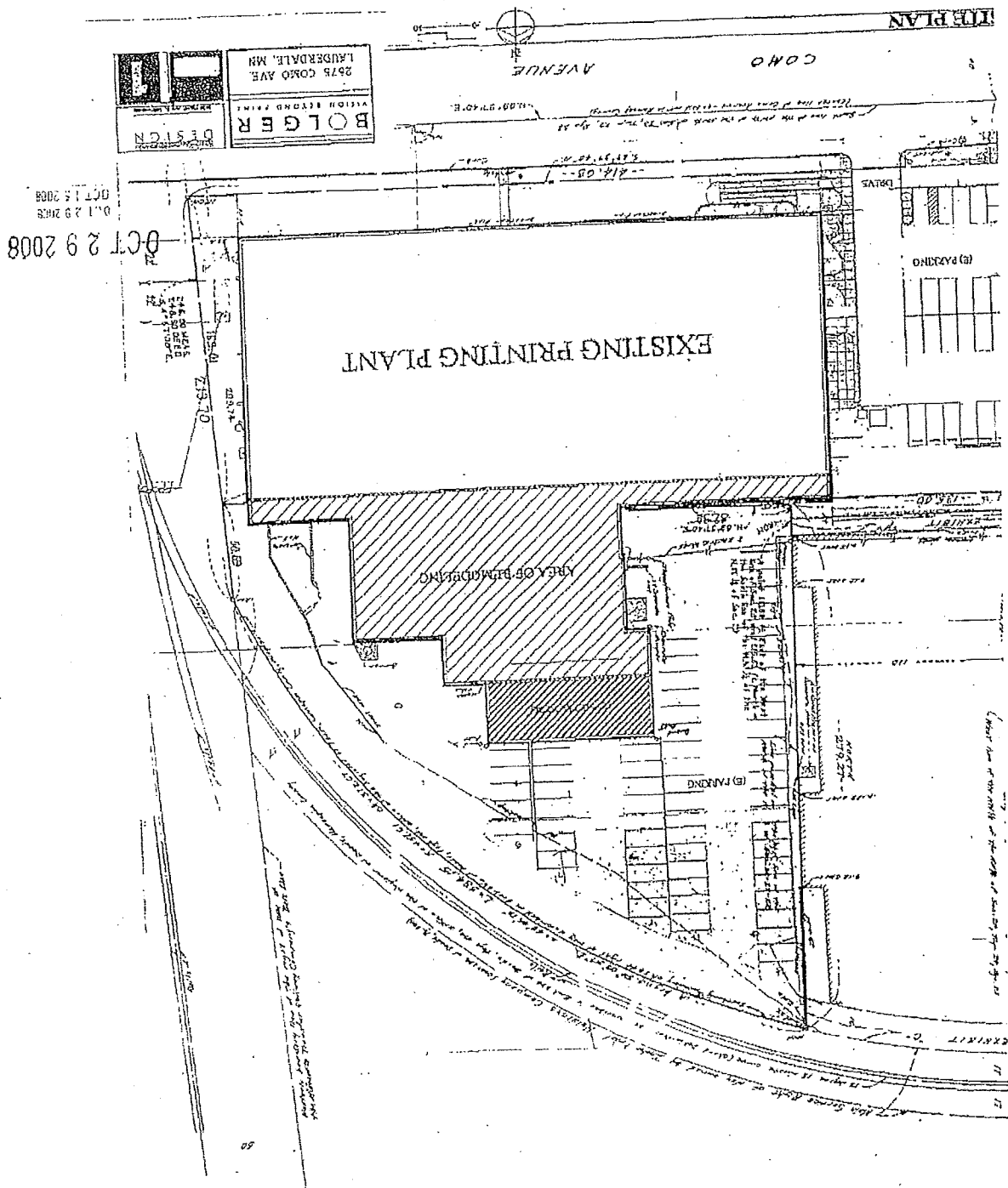
Together with the rights, benefits, privileges and easements contained in the Agreement dated May 1, 1996, file of record in the office of the County Recorder, Hennepin County, Minnesota on May 6, 1996, as Document No. 6569739, and filed of record in the office of the County Recorder, Ramsey County, Minnesota on May 7, 1996, as Document No. 2926371, by and between Francis Real Estate, Inc., a Minnesota corporation, and Como Partnership, L.P., a Minnesota limited liability partnership.

EXHIBIT B

Legal Description of the Francis Property

That part of the Northwest Quarter of Section 20, Township 29, Range 23, according to the Government Survey thereof, Ramsey County, Minnesota, described as follows:

Beginning at a point distant 110.00 feet east of the west line of said Northwest Quarter of the Northwest Quarter and 207.33 feet north of the south line of said Northwest Quarter of the Northwest Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 40 seconds East along a line parallel with said south line of said Northwest Quarter of the Northwest Quarter a distance of 82.39 feet; thence South 00 degrees 34 minutes 04 seconds East a distance of 12.55 feet; thence North 89 degrees 25 minutes 56 seconds East a distance of 208.05 feet to the westerly right of way line of the Minnesota Transfer Railway Company's Belt Line; thence North 04 degrees 57 minutes 08 seconds West along said westerly right of way line a distance of 50.69 feet to the southerly right of way line of the 34.00 foot Main Service Right of Way owned by Industrial Holdings Company as described in Book 886 of Deeds, page 490, Office of the County Recorder, Hennepin County, Minnesota; thence northwesterly along said southerly right of way line being a non-tangential curve concave to the southwest having a radius of 451.61 feet, a central angle of 48 degrees 44 minutes 12 seconds and a chord bearing of North 50 degrees 09 minutes 57 seconds West a distance of 384.15 feet to a line parallel with and 110.00 feet east of said west line of said Northwest Quarter of the Northwest Quarter; thence on a bearing of South along said parallel line a distance of 279.27 feet to the point of beginning.



Depiction of Encroachment Property

EXHIBIT C

EXHIBIT D

Excerpt from International Building Code

**SECTION 705
FIRE WALLS**

705.1 General. Each portion of a building separated by one or more fire walls that comply with the provisions of this section shall be considered a separate building. The extent and location of such fire walls shall provide a complete separation. Where a fire wall also separates occupancies that are required to be separated by a fire barrier wall, the most restrictive requirements of each separation shall apply.

705.1.1 Party walls. Any wall located on a lot line between adjacent buildings, which is used or adapted for joint service between the two buildings, shall be constructed as a fire wall in accordance with Section 705. Party walls shall be constructed without openings and shall create separate buildings.

705.2 Structural stability. Fire walls shall have sufficient structural stability under fire conditions to allow collapse of construction on either side without collapse of the wall for the duration of time indicated by the required fire-resistance rating.

705.3 Materials. Fire walls shall be of any approved noncombustible materials.

Exception: Buildings of Type V construction.

705.4 Fire-resistance rating. Fire walls shall have a fire-resistance rating of not less than that required by Table 705.4.

**TABLE 705.4
FIRE WALL FIRE-RESISTANCE RATINGS**

| GROUP | FIRE-RESISTANCE RATING (hours) |
|-------------------------------------|--------------------------------|
| A, B, E, H-4, I, R-1, R-2, U | 3 ^a |
| F-1, H-3 ^b , H-5, M, S-1 | 3 |
| H-1, H-2 | 4 ^b |
| F-2, S-2, R-3, R-4 | 2 |

^a Walls shall be not less than 2-hour fire-resistance rated where separating buildings of Type II or V construction.

^b For Group II-1, II-2 or II-3 buildings, also see Sections 415.4 and 415.5.

705.5 Horizontal continuity. Fire walls shall be continuous from exterior wall to exterior wall and shall extend at least 18 inches (457 mm) beyond the exterior surface of exterior walls.

Exceptions:

1. Fire walls shall be permitted to terminate at the interior surface of combustible exterior sheathing or siding provided the exterior wall has a fire-resistance rating of at least 1 hour for a horizontal distance of at least 4 feet (1220 mm) on both sides of the fire wall. Openings within such exterior walls shall be protected by opening protectives having a fire protection rating of not less than 3/4 hour.
2. Fire walls shall be permitted to terminate at the interior surface of noncombustible exterior sheathing, exterior siding or other noncombustible exterior finishes provided the sheathing, siding, or other exterior noncombustible finish extends a horizontal distance of at least 4 feet (1220 mm) on both sides of the fire wall.

FIRE-RESISTANCE-RATED CONSTRUCTION

705.6 Vertical continuity. Fire walls shall extend from the foundation to a termination point at least 30 inches (762 mm) above both adjacent roofs.

Exceptions:

1. Stepped buildings in accordance with Section 705.6.1.

2. Two-hour fire-resistance-rated walls shall be permitted to terminate at the underside of the roof sheathing, deck or slab provided:

- 2.1. The lower roof assembly within 4 feet (1220 mm) of the wall has not less than a 1-hour fire-resistance rating and the entire length and span of supporting elements for the rated roof assembly has a fire-resistance rating of not less than 1 hour.

- 2.2. Openings in the roof shall not be located within 4 feet (1220 mm) of the fire wall.

- 2.3. Each building shall be provided with not less than a Class B roof covering.

3. Walls shall be permitted to terminate at the underside of noncombustible roof sheathing, deck, or slabs where both buildings are provided with not less than a Class B roof covering. Openings in the roof shall not be located within 4 feet (1220 mm) of the fire wall.

4. In buildings of Type III, IV and V construction, walls shall be permitted to terminate at the underside of combustible roof sheathing or decks provided:

- 4.1. There are no openings in the roof within 4 feet (1220 mm) of the fire wall.
- 4.2. The roof is covered with a minimum Class B roof covering, and
- 4.3. The roof sheathing or deck is constructed of fire-retardant-treated wood for a distance of 4 feet (1220 mm) on both sides of the wall or the roof is protected with 7/8 inch (15.9 mm) Type X gypsum board directly beneath the underside of the roof sheathing or deck, supported by a minimum of 2-inch (51 mm) nominal ledgers attached to the sides of the roof framing members for a minimum distance of 4 feet (1220 mm) on both sides of the fire wall.

5. Buildings located above a parking garage designed in accordance with Section 509.2 shall be permitted to have the fire walls for the buildings located above the parking garage extend from the horizontal separation between the parking garage and the buildings.

705.6.1 Stepped buildings. Where a fire wall serves as an exterior wall for a building and separates buildings having different roof levels, such wall shall terminate at a point not less than 30 inches (762 mm) above the lower roof level, provided the exterior wall for a height of 15 feet (4572 mm) above the lower roof is not less than 1-hour fire-resistance-rated construction from both sides with openings protected by opening protectives having a fire-protection rating of not less than 1/4 hour.

3. Fire walls shall be permitted to terminate at the interior surface of noncombustible exterior sheathing where the building on each side of the fire wall is protected by an automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2.

705.5.1 Exterior walls. Where the fire wall intersects the exterior walls, the fire-resistance rating for the exterior walls on both sides of the fire wall shall have a 1-hour fire-resistance rating with 3/4-hour opening protection where opening protection is required. The fire-resistance rating of the exterior wall shall extend a minimum of 4 feet (1220 mm) on each side of the intersection of the fire wall to the exterior wall. Exterior wall intersections at fire walls that form an angle equal to or greater than 180 degrees (3.14 rad) do not need exterior wall protection.

705.5.2 Horizontal projecting elements. Fire walls shall extend to the outer edge of horizontal projecting elements such as balconies, roof overhangs, canopies, marqueses and similar projections that are within 4 feet (1220 mm) of the fire wall.

Exceptions:

1. Horizontal projecting elements without concealed spaces, provided the exterior wall behind and below the projecting element has not less than 1-hour fire-resistance-rated construction for a distance not less than the depth of the projecting element on both sides of the fire wall. Openings within such exterior walls shall be protected by opening protectives having a fire protection rating of not less than 1/4 hour.

2. Noncombustible horizontal projecting elements with concealed spaces, provided a minimum 1-hour fire-resistance-rated wall extends through the concealed space. The projecting element shall be separated from the building by a minimum of 1-hour fire-resistance-rated construction for a distance on each side of the fire wall equal to the depth of the projecting element. The wall is not required to extend under the projecting element where the building exterior wall is not less than 1-hour fire-resistance-rated for a distance on each side of the projecting element. The fire wall shall be equal to the depth of the projecting element. Openings within such exterior walls shall be protected by opening protectives having a fire protection rating of not less than 1/4 hour.

3. For combustible horizontal projecting elements with concealed spaces, the fire wall need only extend through the concealed space to the outer edges of the projecting elements. The exterior wall behind and below the projecting element shall be of not less than 1-hour fire-resistance-rated construction for a distance not less than the depth of the projecting elements on both sides of the fire wall. Openings within such exterior walls shall be protected by opening protectives having a fire-protection rating of not less than 1/4 hour.

ected by fire assemblies having a fire protection rating of not less than 3/4 hour.

Exception: Where the fire wall terminates at the under-side of the roof sheathing, deck or slab of the lower roof, provided:

1. The lower roof assembly within 10 feet (3048 mm) of the wall has not less than a 1-hour fire-resistance rating and the entire length and span of supporting elements for the rated roof assembly has a fire-resistance rating of not less than 1 hour.
2. Openings in the lower roof shall not be located within 10 feet (3048 mm) of the fire wall.

705.7 Combustible Trimming in Fire Walls. Adjacent combustible members entering into a concrete or masonry fire wall from opposite sides shall not have less than a 4-inch (102 mm) distance between embedded ends. Where combustible members frame into hollow walls or walls of hollow units, hollow spaces shall be solidly filled for the full thickness of the wall and for a distance not less than 4 inches (102 mm) above, below and between the structural members, with noncombustible material approved for fireblocking.

705.8 Openings. Each opening through a fire wall shall be protected in accordance with Section 715.4 and shall not exceed 120 square feet (11 m²). The aggregate width of openings at any floor level shall not exceed 25 percent of the length of the wall.

Exceptions:

1. Openings are not permitted in party walls constructed in accordance with Section 705.1.1.
2. Openings shall not be limited to 120 square feet (11 m²) where both buildings are equipped throughout with an automatic sprinkler system installed in accordance with Section 903.3.1.1.

705.9 Penetrations. Penetrations of fire walls shall comply with Section 712.

705.10 Joints. Joints made in or between fire walls shall comply with Section 713.

705.11 Ducts and Air Transfer Openings. Ducts and air transfer openings shall not penetrate fire walls.

Exception: Penetrations by ducts and air transfer openings of fire walls that are not on a lot line shall be allowed provided the penetrations comply with Sections 712 and 716. The size and aggregate width of all openings shall not exceed the limitations of Section 705.8.

CONSENT

The undersigned, as mortgagee of the Como Property, hereby consents to the aforesaid Deed Restriction and Encroachment Easement Agreement for the purpose of subjecting its interest in the Como Property to said Agreement.

Date: _____, 2008 U.S. BANK NATIONAL ASSOCIATION

By: _____
Its: _____

STATE OF _____)
) ss. _____)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ U.S. Bank, 2008, by _____, the _____, a national banking association, on behalf of said association.

Notary Public
