

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**TUESDAY, OCTOBER 28, 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 October 14, 2008, City Council Meeting.
  - b. Claims totaling \$18,591.30.
4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL
5. CONSENT
  - a. 2009 Rental Housing Licenses
  - b. Ice Time Policy Revision
  - c. "Red Flag" Identity Theft Prevention Policy
  - d. PCIC Minutes
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.
8. REPORTS
  - a. Halloween Event Report
9. DISCUSSION / ACTION
  - a. TH280 Bridge Light Maintenance
  - b. Recycling Contract Renewal
  - c. 1816 Walnut Zoning Code Enforcement
  - d. Agreement for Smoke Testing & Inspections with Infratech
  - e. County Road Crosswalks & No Parking Signs
10. ITEMS REMOVED FROM THE CONSENT AGENDA
11. ADDITIONAL ITEMS
12. SET AGENDA FOR NEXT MEETING
  - a. Rysgaard Replat Project
  - b. Score Grant for Recycling
  - c. GIS Users Group JPA
13. WORK SESSION
  - a. 2009 Budget
  - b. Council Communications
14. ADJOURN

October 14, 2008

Mayor Dains called the meeting to order at 7:34 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; Dave Hinrichs, Public Works Coordinator.

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

There being none, Councilor Hawkinson moved to approve the agenda. Councilor Mac Lean seconded the motion and it carried.

Councilor Christensen moved approval of the September 23, 2008, City Council minutes. Councilor Doherty seconded the motion and it carried.

Councilor Doherty moved approval of the claims totaling \$86,902.91. Councilor Hawkinson provided the second and the motion carried.

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

Larry Lambert, 1803 Eustis Street, addressed the Council regarding activities at 1801 Eustis Street. He is concerned they are operating a commercial enterprise in a residential district. Butkowski explained that she discussed the situation with the city attorney and the City will need police reports indicating the activity occurring to petition the owners into court. Lambert indicated his displeasure with the City's course of action.

Councilor Mac Lean moved the consent agenda approving 2009 rental housing licenses, Resolution 101408A – Adopting Local Surface Water Management Plan, and authorizing clean up of the Eustis/Malvern alley. Councilor Doherty seconded the motion and it carried.

Kathy Lerald, chair of the Park and Community Involvement Committee (PCIC), requested the Council support a dance in March. The approximate cost of the event is \$600 with the cost off-set by ticket sales. Entertainment would be provided by the Jennifer Grimm Band. Grimm is a Lauderdale resident. If approved, advertising for the event would begin in the November/December City Newsletter.

Councilor Mac Lean moved to approve the proposal for the March dance as presented by Kathy Lerald. Councilor Doherty seconded the motion and it carried.

Mn/DOT offered to install pedestrian lights when the TH280 Bridge is replaced. Butkowski explained that on-going maintenance would be the responsibility of the City. The Council reviewed the outdoor lighting options that Xcel supports. They generally agreed upon "Lantern without spikes" on base B in the bronze color. Before a final decision is made, the Council asked staff to follow up with Mn/DOT on issues related to maintenance and aesthetics.

Butkowski read the items on the agenda for the next meeting: TH280 bridge light maintenance, Rysgaard replat project, recycling contract renewal, 1816 Walnut zoning code enforcement, Halloween, and the 2009 budget.

Bownik reported plans for the Halloween Event. Candy and monetary donations are being accepted at City Hall. Set up will primarily be on September 29. The maze will be constructed on October 30. All are welcome to attend and encouraged to dress in costume.

The Council took a break from 8:05 pm to 8:15 pm before moving into the Work Session.

Earlier this year, the City Council authorized Infratech to televise the City's sanitary sewer system as a means to determine sources of infiltration. Joe Rubbelke of Infratech provided the Council with the findings. He explained there are a few places within the system that the City could patch as a part of regular maintenance but they do not account for the excess waste water metered during storm events.

Rubbelke then explained that Infratech recently won contracts to "smoke test" in neighboring cities to find sources of inflow and infiltration within public and private connections. He explained smoke testing through a series of diagrams and answered council members' questions about the process. He also explained the methods used for notifying property owners. In addition to newsletters and the local media, Rubbelke recommended using UPS-style notification stickers on windows.

Butkowski explained to the Council that the City is obligated to spend approximately \$48,500 before the end of 2009 on an inflow and infiltration solution. Smoke testing would be one way to do that, and depending upon the results, may not require every home receive an in-house inspection.

The Council asked Rubbelke to provide a quote and timeline for the work to the next meeting with the goal of smoke testing in November.

The Council took a break from 9:17 pm to 9:20 pm.

Earlier this year, the Council asked Ramsey County to stripe crosswalks on County Roads within the City. The County responded recently that they would not be willing to do all of them but would consider striping intersections the Council was most concerned about. The

Council directed staff to ask Ramsey County whether they would stripe crosswalks at Roselawn and Eustis as well as Spring and Eustis.

The Council moved to the Council Communications agenda item.

- The Mayor informed the Council and staff that he was approached by a dog park user about using the Stillwater Restorative Justice Program to improve the dog park. Bownik explained that Trygve Hansen and Leslie Kratz were working on a recommendation to bring to the Council. Additionally, Bownik asked the Council to clarify their position on dog park spending. The Council asked staff to add funds to the park maintenance budget for the dog park for 2009. They will consider adding other dog park improvements to the Capital Improvement Program for the 2010 budget and beyond.

- Currently, Xcel has transmission lines built into the TH280 Bridge that need to be redirected before the bridge is taken down. Xcel staff described plans to Hinrichs last week about burying the cables six feet deep down Ione and Malvern Streets. This would mean cutting into the streets. Hinrichs told them the Council would not be interested in that arrangement and suggested they run them along Mn/DOT's right-of-way in the alley behind Malvern Street. The Xcel staffer said he would suggest that to their engineers. Hinrichs thinks they are going to try to move quickly yet this fall. Butkowski spoke to the City's attorneys and they feel the City has a good right-of-way management document. Staff will update the Council as information becomes available.

- The Silver State Bank funds were returned and reinvested this week.
- The public hearing for the 2009 budget will be advertised for November 25<sup>th</sup>.
- Staff will work on bridge lighting options for the next meeting.
- Staff met with Mn/DOT and Roseville staff to discuss alternative sewer connection options for Roseville's lift station along TH280. There is no final resolution yet on the best course of action.

Councilor Hawkinson moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 10:02 p.m.

Respectfully submitted,

Heather Butkowski  
Acting City Administrator

**CITY OF LAUDERDALE  
CLAIMS FOR APPROVAL  
October 28, 2008 City Council Meeting**

Payroll	1017/08 Payroll: Direct Deposit # 500629-500633	\$6,376.18
	10/17/08 Payroll: Payroll Liabilities, e-payments 299E-301E	\$5,691.75
Vendor Claims	10/28/08 Claims: Check #s 19411-19424	\$6,523.37

**Subtotal of Claims From Above**

**\$18,591.30**

<b>Total Claims for Approval</b>	<b>\$18,591.30</b>
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# CITY OF LAUDERDALE Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group	Check Amount	Check Date	Status
500632	000000002	HINRICHS, DAVID C	21	BI-WEEKLY	\$1,084.05		Outstanding
500633	000000005	HUGHES, JOSEPH A	21	BI-WEEKLY	\$1,450.51		Outstanding
500629	000000011	BOWNIK, JAMES	21	BI-WEEKLY	\$1,062.01		Outstanding
500630	000000007	BUTKOWSKI-HINRICHS, HE	21	BI-WEEKLY	\$1,643.64		Outstanding
500631	000000017	CALLAHAN, COLLEEN	21	BI-WEEKLY	\$1,135.97		Outstanding
					\$6,376.18		

CITY OF LAUDERDALE

Payments

Current Period: OCTOBER 2008

Batch Name 101708p/roll Payment Computer Dollar Amt \$5,691.75 Posted

Refer 547 ICMA RETIREMENT TRUST - 457 CK# 000299E 10/17/2008  
Cash Payment G 101-21705 ICMA RETIREMENT 10/17/08 payroll \$2,002.68  
Invoice

Transaction Date 10/16/2008 Due 0 NORTH STAR CHEC 10100 Total \$2,002.68

Refer 548 NORTH STAR BANK, CHECKING S CK# 000300E 10/17/2008  
Cash Payment G 101-21703 FICA WITHHOLDING 10/17/08 payroll taxes \$1,688.50  
Invoice

Cash Payment G 101-21701 FEDERAL TAXES 10/17/08 payroll taxes \$857.49  
Invoice

Transaction Date 10/17/2008 Due 0 NORTH STAR CHEC 10100 Total \$2,545.99

Refer 549 PERA CK# 000301E 10/17/2008  
Cash Payment G 101-21704 PERA 10/17/08 Payroll \$1,143.08  
Invoice

Transaction Date 10/17/2008 Due 0 NORTH STAR CHEC 10100 Total \$1,143.08

Fund Summary 10100 NORTH STAR CHECKING BATCH Total \$5,691.75

101

\$5,691.75  
\$5,691.75

Pre-Written Checks	\$5,691.75
Checks to be Generated by the Compute	\$0.00
Total	\$5,691.75

CITY OF LAUDERDALE

\*Check Detail Register©

OCTOBER 2008

Check Amt Invoice Comment

10100 NORTH STAR CHECKING				
Paid Chk# 019411	10/28/2008	CARTRIDGECARE INC.		
E 101-41200-201	GENERAL SUPPLIES		\$220.97	3 Toner Cartridges
Paid Chk# 019412	10/28/2008	CINTAS		
E 601-49000-425	CLOTHING		\$33.66	PW clothing
E 602-49100-425	CLOTHING		\$33.66	PW clothing
			\$67.32	
		Total CINTAS		
Paid Chk# 019413	10/28/2008	CITY OF ROSEVILLE		
E 101-41200-306	CONSULTING FEES		\$263.33	10/08 IT Services
		Total CITY OF ROSEVILLE		
Paid Chk# 019414	10/28/2008	EUREKA RECYCLING		
E 101-41200-201	GENERAL SUPPLIES		\$136.94	3 cartons of paper
E 203-50000-389	RECYCLING CONTRACTOR		\$1,066.88	09/08 Recycling Contract
		Total EUREKA RECYCLING		
Paid Chk# 019415	10/28/2008	INTEGRA		
E 101-41200-391	TELEPHONE/PAGERS		\$52.68	09/08 fax line
		Total INTEGRA		
Paid Chk# 019416	10/28/2008	KENNEDY & GRAVEN		
E 101-41200-355	MISC PRINTING/PROCESS SER		\$3.63	09/08 Legal Processing
E 101-41200-305	LEGAL FEES		\$155.00	09/08 Legal Fees - park
E 101-41200-305	LEGAL FEES		\$294.50	09/08 Legal Fees
		Total KENNEDY & GRAVEN		
Paid Chk# 019417	10/28/2008	LILLIE SUBURBAN NEWS		
E 101-41200-309	DELIVERY		\$825.00	09/08 Roseville Review Deliver
		Total LILLIE SUBURBAN NEWS		
Paid Chk# 019418	10/28/2008	OFFICE MAX		
E 101-41200-201	GENERAL SUPPLIES		\$23.94	misc. office supplies
E 101-41500-201	GENERAL SUPPLIES		\$22.00	election supplies
		Total OFFICE MAX		
Paid Chk# 019419	10/28/2008	PUBLIC EMPLOYEES INS PROGRAM		
G 101-21706	HEALTH INSURANCE		\$521.17	11/08 Employee Health Insuranc
		Total PUBLIC EMPLOYEES INS PROGRAM		
Paid Chk# 019420	10/28/2008	SCHWAB, INC		
E 101-41100-201	GENERAL SUPPLIES		\$62.77	Pre-inked date stamp
		Total SCHWAB, INC		
Paid Chk# 019421	10/28/2008	VISU-SEWER CLEAN & SEAL INC		
E 601-49000-315	SEWER JETTING FALCON HEI		\$1,443.75	Sewer Jetting
			20337	



**\*Check Detail Register®**

**CITY OF LAUDERDALE**

OCTOBER 2008

Check Amt Invoice Comment

**Total VISU-SEWER CLEAN & SEAL INC \$1,443.75**

Paid Chk# 019422 10/28/2008 WAUSAU TILE INC.

E 404-48404-527 GENERAL PARK IMPROVEMEN

\$819.09 349937

Waste Containers for the Park

Total WAUSAU TILE INC.

\$819.09

Paid Chk# 019423 10/28/2008 XCEL ENERGY, PARK & GARAGE

E 101-43000-381 ELECTRIC

\$14.18

10/08 park/garage electric

E 101-45200-381 ELECTRIC

\$14.19

10/08 park/garage electric

E 101-43000-383 GAS UTILITIES

\$23.60

10/08 park/garage gas

E 101-45200-383 GAS UTILITIES

\$23.60

10/08 park/garage gas

Total XCEL ENERGY, PARK & GARAGE

\$75.57

Paid Chk# 019424 10/28/2008 XCEL ENERGY, STREET LIGHTING

E 101-43000-381 ELECTRIC

\$468.83

9/08 street lighting

Total XCEL ENERGY, STREET LIGHTING

\$468.83

10100 NORTH STAR CHECKING

\$6,523.37

Fund Summary

10100 NORTH STAR CHECKING

\$3,126.33

101 GENERAL

\$1,066.88

203 RECYCLING

\$819.09

404 PARK IMPROVEMENT

\$1,477.41

601 SEWER UTILITIES

\$33.66

602 STORM SEWER ENTERPRISE FUND

\$6,523.37



# LAUDERDALE COUNCIL ACTION FORM

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

MEETING DATE	October 28, 2008
AGENDA NUMBER	5A Rental Housing Licenses
DESCRIPTION	2008 Rental Housing Licenses

<b>BACKGROUND OR PAST COUNCIL ACTION</b>
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.

<b>OPTIONS</b>

<b>STAFF RECOMMENDATION</b>
Approve rental housing licenses for 2009.

<b>COUNCIL ACTION</b>

MOTION BY \_\_\_\_\_  
 SECOND \_\_\_\_\_  
 STAFF ACTION

# LAUDERDALE COUNCIL ACTION FORM

Rental properties successfully completed application process

- ❖ Allan Giese, 1954 Malvern Street
- ❖ Jeffrey Hermes, 1733 & 1737 Eustis Street
- ❖ Kathy Toner, 2387 Larpenteur Street
- ❖ Karen Stulc, 1724 Malvern Street
- ❖ Verle Rhoades, 1975 Eustis Street
- ❖ Mid Continental, 1618, 1626, 1630 Eustis Street & 1619, 1622 Carl Street
- ❖ Anthony Erenberg, 1772 Pleasant Street
- ❖ Richard Gauger, 1799 Carl Street

<p style="text-align: center;"><b>LAUDERDALE COUNCIL</b></p> <p>MEETING DATE    October 28, 2008</p> <p>ITEM NUMBER    Ice Time Policy Revision</p> <p>STAFF INITIAL    Jim</p> <p>APPROVED BY ADMINISTRATOR _____</p>	<p style="text-align: center;"><b>ACTION REQUESTED</b></p> <p>Consent                    <input checked="" type="checkbox"/></p> <p>Special                    _____</p> <p>Public Hearing            _____</p> <p>Report                    _____</p> <p>Discussion/Action        _____</p> <p>Resolution                _____</p> <p>Work session              _____</p>
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**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Ice time can currently be reserved after 8 p.m. Open skating goes until 9 or 10 p.m. depending on the night. Staff has received feedback in the form of complaints from people using the rinks for open skating asking that the City not allow ice time reservations during open skating hours.

Staff has discussed the issue and agrees the ice time reservation policy should be revised to avoid this conflict. The attached policy revision allows ice time reservations from 9-10 p.m. on days when open skating ends at 9 p.m. It also provides some flexibility by giving staff the discretion to make exceptions in the case of youth hockey programs.

**OPTIONS:**

1) Approve recommended revision to the ice time reservation policy.  
2) Do not approve recommended revision to the ice time reservation policy.

**STAFF RECOMMENDATION:**

1) Approve recommended revision to the ice time reservation policy.

**COUNCIL ACTION:**

CITY COUNCIL POLICY  
FOR RESERVING ICE TIME

The purpose of this policy is to establish guidelines for non-city sponsored organizations or individuals who request to reserve ice time on City rinks.

STATEMENT OF POLICY

APPLICABILITY

This policy applies to all non-city organizations and residents requesting reserved ice time from the City.

BACKGROUND

The City yearly receives requests to reserve ice time from hockey, broomball, and family activities on the City rinks.

PROCEDURE

1. Ice time may be reserved by a City resident, or by the coach/manager of a team whose membership consists of at least one Lauderdale resident or whose membership is open to Lauderdale residents.

2. Reserved time ~~is to~~ can be scheduled ~~no earlier than 8:00 P.M. Monday - Friday~~ if possible after open skating from 9-10 p.m. Sunday through Thursday (except when open skating extends to 10 p.m. on school release days or preceding school release days for ISD #623). Rink hours may be extended to accommodate individuals or groups who are not part of a consistent team ice time.

3. All persons or groups ~~hockey or broomball teams who reserve~~ reserving ice time shall with scrape the rink after each scheduled ice time.

4. Broomball players must use regulation brooms.

GENERAL STATEMENT

This policy is intended as a guideline to be followed by City staff in reviewing and scheduling requests to reserve the City rinks. Exceptions may be given for organized youth hockey programs.

**LAUDERDALE COUNCIL  
ACTION FORM**

Meeting Date	October 28, 2008
ITEM NUMBER	5C - "Red Flag Rule"
STAFF INITIAL	<i>HAS</i>
APPROVED BY ADMINISTRATOR	_____

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

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

In 2003, the federal Fair and Accurate Credit Transactions Act (FACT Act, or FACTA) was enacted. It requires the Federal Trade Commission to create rules that curb identity theft in the U.S. It was largely intended for banks and credit card companies that extend credit. Recently, cities began realizing it also applied to public utilities which operate on a credit basis (service is provided prior to payment). By November 1, cities are to adopt and implement a Red Flag Rule policy that details plans to identify and thwart fraud by identity theft.

Staff modified the model policy created by the Minnesota Municipal Utilities Association to meet our needs. The city attorney reviewed it. Staff now offers it for Council consideration.

**OPTIONS:**

1. Adopt the City of Lauderdale Sanitary & Storm Sewer Utilities Identity Theft Prevention Program as presented.
2. Propose modifications for the Identity Theft Prevention Program before adoption.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council adopts the City of Lauderdale Sanitary & Storm Sewer Utilities Identity Theft Prevention Program as presented.

**COUNCIL ACTION:**

City of Lauderdale  
Sanitary & Storm Sewer Utilities  
Identity Theft Prevention Program  
Effective beginning November 1, 2008



**I. PROGRAM ADOPTION**

The City of Lauderdale ("Utility") developed this Identity Theft Prevention Program ("Program") pursuant to the Federal Trade Commission's Red Flags Rule ("Rule"), which implements Section 114 of the Fair and Accurate Credit Transactions Act of 2003. 16 C. F. R. § 681.2. This Program was developed with oversight and approval of the City Council. After consideration of the size and complexity of the Utility's operations and account systems, and the nature and scope of the Utility's activities, the City Council determined that this Program was appropriate for the City of Lauderdale, and therefore approved this Program on October 28, 2008.

**II. PROGRAM PURPOSE AND DEFINITIONS**

**A. Fulfilling requirements of the Red Flags Rule**

Under the Red Flag Rule, every financial institution and creditor is required to establish an "Identity Theft Prevention Program" tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically, to reflect changes in risks to customers or to the safety and soundness of the creditor from Identity Theft.

**B. Red Flags Rule definitions used in this Program**

The Rule defines "Identity Theft" as "fraud committed using the identifying information of another person" and a "Red Flag" as "a pattern, practice, or specific activity that indicates the possible existence of Identity Theft."

According to the Rule, a municipal utility is a creditor subject to the Rule requirements. The Rule defines creditors "to include finance companies, automobile dealers, mortgage brokers, utility companies, and telecommunications companies. Where non-profit and government entities defer payment for goods or services, they, too, are to be considered creditors."

All the Utility's accounts that are individual utility service accounts held by customers of the utility whether residential, commercial or industrial are covered by the Rule. Under the Rule, a "covered account" is:

Red Flags

**A. Suspicious Documents**

In order to identify relevant Red Flags, the Utility considers the types of accounts that it offers and maintains, the methods it provides to open its accounts, the methods it provides to access its accounts, and its previous experiences with Identity Theft. The Utility identifies the following red flags, in each of the listed categories:

**IV. IDENTIFICATION OF RED FLAGS.**

Quarterly, the City of Lauderdale bills approximately fourteen properties west of TH280 for sanitary and storm sewer. Some of these properties are served by Minneapolis Water while others are vacant and only receive a storm sewer charge. These properties, in addition to any newly constructed facilities, fall under the City's Red Flag Rule.

St. Paul Regional Water Service includes Lauderdale's sanitary and storm sewer charges on the water bills they send to property owners within the City. SPRWS collects these sewer charges on behalf of the City and remits them monthly. As a result, SPRWS handles all aspects of account maintenance. Therefore, the City of Lauderdale defers to the SPRWS's Red Flag Rule for the Lauderdale properties they serve.

**III. LAUDERDALE'S STORM AND SANITARY SEWER UTILITIES**

Due to its location and size, the City of Lauderdale has the opportunity to cooperate with neighboring cities for the provision of services. With regard to sewer and water utilities, Lauderdale owns and operates the City's storm and sanitary sewer utilities. St. Paul Regional Water Service (SPRWS) owns the water utility in Lauderdale east of Trunk Highway 280 in addition to the line that services Boyer Motor Company and Hamline Autobody. The City of Minneapolis provides water to Lauderdale businesses West of Highway 280.

1. Any account the Utility offers or maintains primarily for personal, family or household purposes, that involves multiple payments or transactions; and
2. Any other account the Utility offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the Utility from Identity Theft.

1. Notice to the Utility from a customer, identity theft victim, law enforcement or other person that it has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

**Red Flag**

**D. Alerts from Others**

1. Change of address for an account followed by a request to change the account holder's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account used in a way that is not consistent with prior use (example: very high activity);
4. Mail sent to the account holder is repeatedly returned as undeliverable;
5. Notice to the Utility that a customer is not receiving mail sent by the Utility;
6. Breach in the Utility's computer system security; and
7. Unauthorized access to or use of customer account information.

**Red Flags**

**C. Suspicious Account Activity or Unusual Use of Account**

1. Identifying information presented that is inconsistent with other information the customer provides;
2. Identifying information presented that is inconsistent with other sources of information; applications, for example building permits, that were found to be fraudulent;
3. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
4. An address or phone number presented that is the same as that of another person; and
5. A person's identifying information is not consistent with the information that is on file for the customer.

**Red Flags**

**B. Suspicious Personal Identifying Information**

1. Identification document or card that appears to be forged, altered or inauthentic; and
2. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document.

1. Continue to monitor an account for evidence of Identity Theft;
2. Contact the customer;
3. Change any passwords or other security devices that permit access to accounts;
4. Not open a new account;
5. Close an existing account;
6. Notify the Program Administrator for determination of the appropriate step(s) to take;
7. Notify law enforcement; or
8. Determine that no response is warranted under the particular circumstances.

**Prevent and Mitigate**

In the event Utility personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

**VI. PREVENTING AND MITIGATING IDENTITY THEFT**

1. Verify the identification of customers by personal contact if they request information or billing changes.

**Detect**

In order to detect any of the Red Flags identified above for an existing account, Utility personnel will take the following steps to monitor transactions with an account:

**B. Existing Accounts**

1. Require certain identifying information such as name, principal place of business for an entity, or other identification;
2. Verify the customer's identity; and
3. Independently contact the customer.

**Detect**

In order to detect any of the Red Flags identified above associated with the opening of a new account, Utility personnel will take the following steps to obtain and verify the identity of the person opening the account:

**A. New Accounts**

**V. DETECTING RED FLAGS.**

Responsibility for developing, implementing and updating this Program lies with the Identity Theft Committee members. The City Administrator will be responsible for the Program administration, for ensuring appropriate training of Utility staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

**A. Oversight**

**VIII. PROGRAM ADMINISTRATION.**

In consultation with the Identity Theft Committee, the City Administrator will periodically review and update this Program to reflect changes in risks to customers and the soundness of the Utility from Identity Theft. In doing so, the City Administrator will consider the Utility's experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, and changes in the Utility's business arrangements with other entities. After considering these factors, the City Administrator will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the City Administrator will update the Program and present the City Council with his or her recommended changes and the City Council will make a determination of whether to accept, modify or reject those changes to the Program.

**VII. PROGRAM UPDATES**

- In order to further prevent the likelihood of Identity Theft occurring with respect to Utility accounts, the Utility will take the following steps with respect to its internal operating procedures to protect customer identifying information:
1. Ensure complete and secure destruction of paper documents and computer files containing customer information;
  2. Ensure that office computers are password protected and that computer screens lock after a set period of time;
  3. Keep offices clear of papers containing customer information;
  4. Ensure computer virus protection is up to date; and
  5. Require and keep only the kinds of customer information that are necessary for utility purposes.

**Protect customer identifying information**

## **B. Staff Training and Reports**

Utility staff responsible for implementing the Program shall be trained either by or under the direction of the City Administrator in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected.

## **C. Service Provider Arrangements**

In the event the Utility engages a service provider to perform an activity in connection with one or more accounts, the Utility will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers have such policies and procedures in place; and
2. Require, by contract, that service providers review the Utility's Program and report any Red Flags to the Program Administrator.

## **D. Non-disclosure of Specific Practices**

For the effectiveness of this Identity Theft Prevention Program, knowledge about specific Red Flag identification, detection, mitigation and prevention practices must be limited to those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this program that list or describe such specific practices and the information those documents contain are considered "security information" as defined in Minnesota Statutes Section 13.37 and are unavailable to the public because disclosure of them would be likely to substantially jeopardize the security of information against improper use, that use being to circumvent the Utility's Identity Theft prevention efforts in order to facilitate the commission of Identity Theft.

**COUNCIL ACTION:**

**STAFF RECOMMENDATION:** Motion to acknowledge receipt of and placing on file the attached minutes of the Park & Community Involvement Committee.

**OPTIONS:**  
1) Approve as consent item.  
2) Remove from consent for discussion.

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

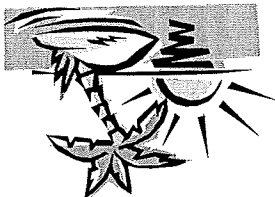
Attached are the minutes from the Park & Community Involvement Committee meeting of October 6, 2008.

<p><b>LAUDERDALE COUNCIL</b></p> <p>MEETING DATE    October 28, 2008</p> <p>ITEM NUMBER    PCIC Minutes</p> <p>STAFF INITIAL    Jim</p> <p>APPROVED BY ADMINISTRATOR</p>	<p><b>ACTION REQUESTED</b></p> <p>Consent                    <input checked="" type="checkbox"/></p> <p>Special</p> <p>Public Hearing</p> <p>Report</p> <p>Discussion/Action</p> <p>Resolution</p> <p>Work session</p>
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**MINUTES**

**MONDAY, OCTOBER 6, 2008**

**PARK & COMMUNITY INVOLVEMENT COMMITTEE**



CALL TO ORDER

6:32 p.m.

2. ROLL CALL

Members Present:

Kathy Leraid, Trygve Hansen, Bob Milligan, Kathy Thompson, Donna Yamashita-Berry

Members Absent:

Gretel Keene

Staff & Council Present:

Jim Bownik, Lara Mac Lean

Others Present:

Leslie Kratz, Jean Blat

3. APPROVAL OF THE AGENDA

Milligan motioned to approve the agenda, second by Hansen. Motion carried unanimously.

4. APPROVAL OF MINUTES OF SEPTEMBER 8, 2008 MEETING

Milligan pointed out a formatting error in the Roll Call for the meeting. Hansen motioned to approve the minutes as amended, second by Milligan. Motion carried unanimously.

5. REPORTS

A. Doggie Play Area

Hansen and Kratz discussed using the Restorative Justice Program for potential future amenities at the dog play area. They stated that they intend to prepare a proposal for Spring or early Summer 2009 that includes seating, shelter, storage, landscaping, and a water source. Bownik mentioned that the proposal should include a cost estimate and suggested funding sources. Suggestions included a fundraiser involving nameplates or donor bricks.

Bownik informed the Committee that a potential parking lot expansion could affect landscaping potential by Roselawn Avenue. Blat suggested creating a play area for smaller dogs instead of expanding the parking lot.

Bownik stated issues have been raised about the current bag storage system. He suggested using the mailbox donated by Blat for bag storage at the new site. The Committee agreed and unanimously recommended the mailbox be attached to the inside of the fence near the trash cans to store clean bags.



The plastic jugs and dog dishes have been removed except one big dog dish. A question was raised about whether a potential health concern exists for dogs sharing a water dish. Kratz responded by saying she asked her veterinarian and was told there are no concerns regarding this practice.

B. March Dance Proposal (Kathy Lefald)

Lefald reviewed her proposal for a dance at City Hall in March. The Committee discussed the proposal and made minor suggestions. Lefald stated she would update the proposal in preparation for consideration at the next council meeting.

6. DISCUSSION/ACTION

A. Halloween Party (Friday, October 31, 5-7 p.m.)

Lefald drafted an assignment list. It was suggested to have a host or hostess at the end of the serving table seating people and cleaning off tables. Thompson volunteered for this assignment. Bownik informed the Committee that Jack Barlow had not yet committed to the mini-donuts and Kendra Kauppi volunteered to create a pinata. The Committee agreed a pinata needed more room and supervision than we could give. Hansen volunteered to provide the straw bales. The main set up will be on Wednesday, October 29 from 5-8 p.m. Hansen agreed to coordinate the maze set up on Thursday, October 30 from 6-8 p.m. Bownik stated that we need 5-6 more refrigerator boxes. Hansen said he could provide the extra boxes and would find a volunteer to help him set it up.

7. OTHER BUSINESS

8. SET PRELIMINARY AGENDA FOR NEXT MEETING

Bownik provided a preliminary agenda for the next meeting.

9. SET DATE FOR NEXT MEETING

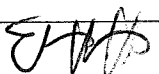
The committee meets on the first or third Mondays of the month depending on the needs and commitments of the committee. The next meeting was set for November 17 at 6:30 p.m.

10. ADJOURNMENT

Thompson motioned to adjourn the meeting, second by Hansen. Motion carried unanimously and adjourned at 8:20 p.m.



**LAUDERDALE COUNCIL  
ACTION FORM**

Meeting Date	October 28, 2008
ITEM NUMBER	9A - TH280 Bridge Lights
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	_____

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

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

At the last meeting, the Council evaluated lighting options so that staff could get maintenance, design, and pricing information. Dave Hall from Mn/DOT answered many of the Council questions (attachment 1).

As previously discussed, Xcel won't install bridge lights. Therefore, Mn/DOT agreed to add lights to the bridge specs and asked the City to pick a maintenance firm. After talking to Dave Hall at Mn/DOT this week, I learned more about that process. They may contract with the maintenance firm for the light installation so they want to work with someone they have a good relationship with. Both the City of St. Paul and Signature Lighting fall in that category.

City of St. Paul:

They maintain lights on a time and materials basis. The 2008 rate is \$92.29/hour for a lead electrician and \$14.00/hour for a bucket truck. They sent photos of the single and double head version of their standard decorative light (attachment 2). It is the Sun Valley ornamental pole with Holophone Arlington Fixture. The look is very similar to Xcel's Lantern style (attachment 3). By choosing St. Paul and their standard light, the City would not have to stock poles, fixtures, or parts. They seem very agreeable to doing what the City and Mn/DOT want and have contracts with numerous cities.

Signature Lighting:

I previously mentioned that Mn/DOT has successfully worked with John Olson of Signature Lighting. The firm was started by former Xcel staff. They offer two maintenance plans. The first is on a time and materials basis at \$110/hour. The second is a monthly contract of \$6-12 per month per fixture. John has been out of town but plans to send me his Lantern style light on Monday. I will pass those materials out at the Council meeting.

**OPTIONS:**

The City of St. Paul and Signature Lighting are very comparable in price and desire to work with the City. St. Paul has the advantage of having a pre-existing relationship with the City. We have a maintenance agreement with them for a light at Fulham and Hoyt. That contract would be rewritten to include maintenance of the bridge lights. As previously mentioned, by selecting St. Paul and their lantern style light, the onus of stocking parts would not be on the City. At this point, I have nothing further to add about Signature Lighting but should have some additional materials by the meeting.

Costs:

I spoke further with Dave Hall about costs. Seven percent of the cost of the bridge can be used for aesthetics (lights, railing, other decorations). He thinks the lights, along with the other planned aesthetics, will likely fall within that range. If they do not, that is when the City would be on the hook for a portion. On Wednesday, I will let him know which firm/light you selected and he will be able to do a cost estimate. He said after the project is bid, the aesthetics are reevaluated in light of their actual cost.

**STAFF RECOMMENDATION:**

Staff doesn't have a firm recommendation as we don't have all the information from Signature Lighting yet.

The Council is asked to decide a maintenance provider, and the light option they provide, during the meeting as the final plans have to be compiled by the end of November.

**COUNCIL ACTION:**

From: Dave Hall [mailto:Dave.Hall@dot.state.mn.us]  
Sent: Wednesday, October 22, 2008 5:22 PM  
To: Heather Butkowski  
Subject: Re: TH280 bridge lights

Hello Heather,

I apologize for not responding to you before now. I will try to answer as many of your questions as I can.

1 - If the manufacturer of light fixture is available from Xcel, I can provide an answer.

2 - The bridge rail will be architectural brown. The color of the bridge will be beige or tan color; the stone texture will have a dark brown accent color as well as the base color, beige.

3 - Pole maintenance should be minimal. The painting systems used by many manufacturers is usually very good, but some companies are definitely better than others. If you are choosing from Xcel's palette of poles and fixtures, extensive testing for durability has been done.

4 - The decorative base would be mounted to the top of the concrete posts or pilasters on the bridge.

5 - I will need to know the cost of the lighting system and add that cost to other aesthetic enhancements to determine if the cost is within Mn/DOT's policy.

6 - Pole "B" is shown as 15 feet in height. If the 15 foot is added to the approximately 7 foot tall concrete post (pilaster), the total height is approximately 22 feet to the base of the fixture. Architectural lighting is generally set at 15 to 18 feet in height above the walking surface. Pole "B" seems to be a straight shaft, so obtaining a shorter pole should not be a problem.

7 - Providing elements for attaching flags or decorations is usual an option with any pole. The manufacturer should be able to provide that information.

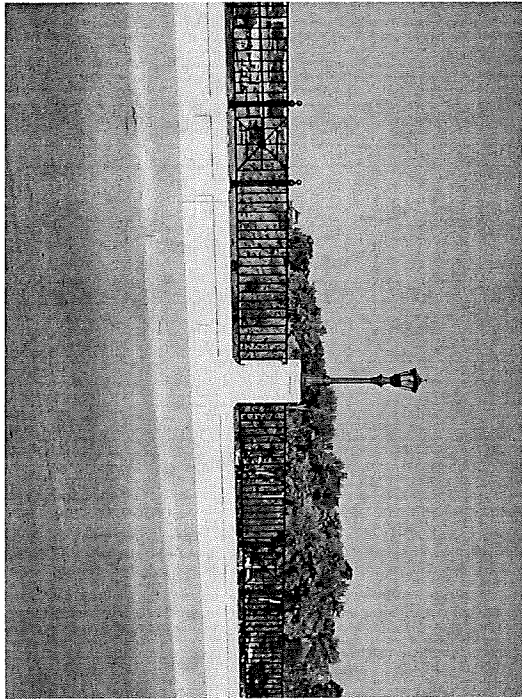
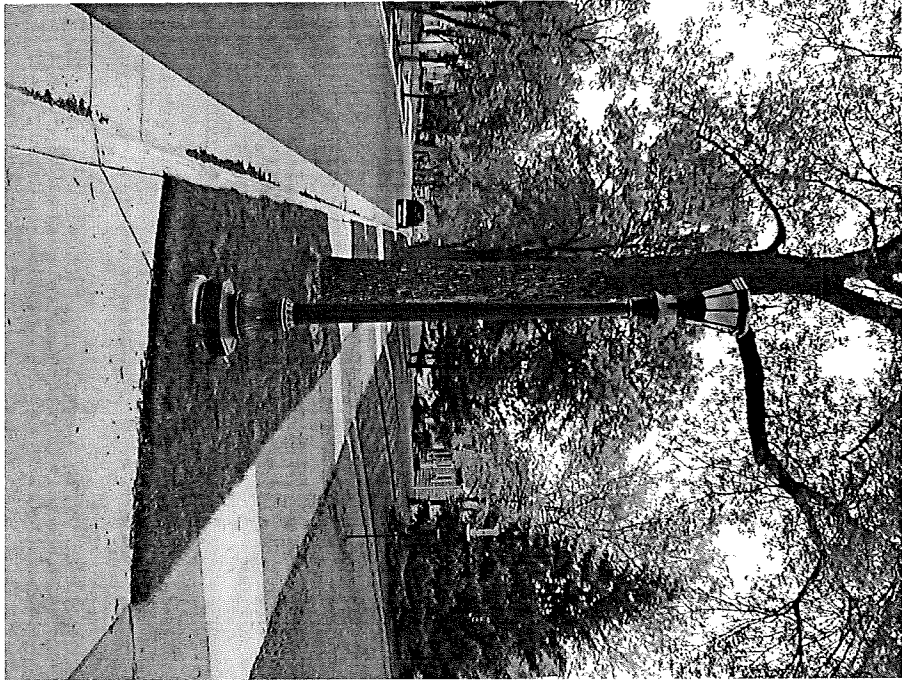
Did Xcel agree to allowing the bridge or general contractor install the lighting? Or, will Xcel allow the conduit system to be installed in the bridge prior to Xcel installing the lighting units after the bridge is complete? In the past, Xcel has not been agreeable with either of the two options listed above. Could you give me the name of the representative from Xcel who has been working with the city?

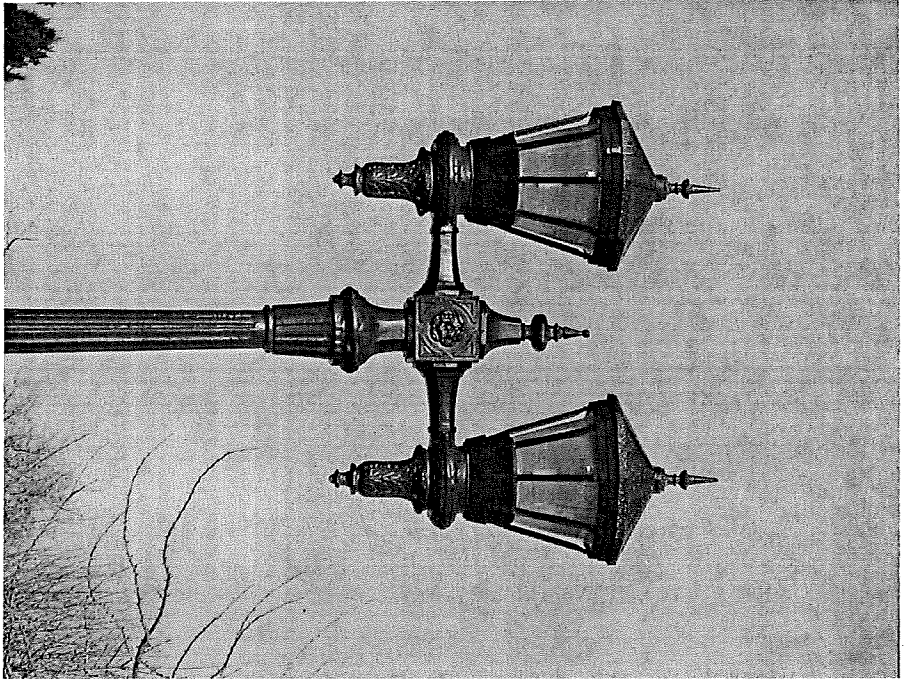
Please give me a call if you would like to discuss any of the above issues further.

Dave

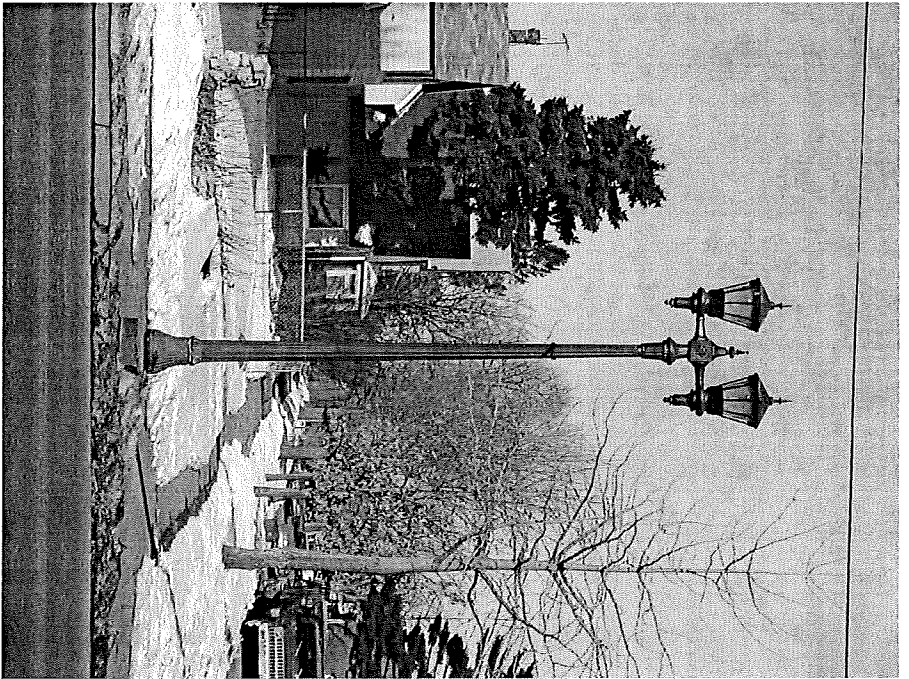
Attachment 1

St Paul's Light





St Paul's Light


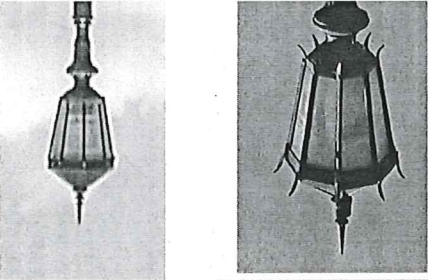




Attachment 2

Attachments 3

Xcel Energy Outdoor Lighting North

Product Offerings

<p><b>Acorn (Antique)</b></p> <p>Historic Sophistication</p> <p>The Antique Acorn captures the superior photometrics of the Classic Acorn while adding definitive flair to its design.</p> <p>COLORS: BRONZE, BLACK, AND GREEN</p> <p>Available on pole style A (aluminum), B, &amp; C only</p> 	<p><b>Lantern (with or without spikes)</b></p> <p>Timeless Classic</p> <p>The Lantern captures the beauty of yesterday with features that provide both function and form to deliver a warm illumination.</p> <p>COLORS: BRONZE, BLACK, AND GREEN</p> <p>Available on pole styles A (aluminum), B &amp; C only</p> 
<p><b>Acorn (Classic)</b></p> <p>High Performance Beauty</p> <p>The Classic Acorn combines superior photometrics with exceptional design and sets a new standard for decorative post top luminaires.</p> <p>COLORS: BRONZE, BLACK, AND GREEN</p> <p>Available on pole style A (aluminum), B, &amp; C only</p> 	<p><b>Vernon</b></p> <p>Nostalgic Style</p> <p>The Vernon pleasantly blends an old-fashioned look and classic styling to enhance any outdoor setting.</p> <p>COLORS: BRONZE, BLACK, AND GREEN</p> <p>Available on pole styles B &amp; C only</p> 



**COUNCIL ACTION:**

**STAFF RECOMMENDATION:**  
1) Approve recommended contract amendment with Bureka! Recycling.

**OPTIONS:**  
1) Approve recommended contract amendment with Bureka! Recycling.  
2) Do not approve recommended contract amendment with Bureka! Recycling.

**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**  
Lauderdale has contracted with Bureka! Recycling for recycling collection services since 2005. The original contract expires at the end of this year. Chris Goodwin from Bureka was here in September to answer questions about their extension proposal. Attached is an agreement to amend the contract for an additional 5 years. The amendment includes two main changes:  
1) Collection frequency increases to weekly city-wide.  
2) Cost to the city increases from \$2.12 to \$2.40 per household per month for the first 3 years. Years 4 and 5 of the contract include an increase based on the Consumer Price Index with a cap of 3% per year.  
The increased collection frequency should also increase revenue sharing. The city receives revenue sharing for paper and aluminum.

<p><b>LAUDERDALE COUNCIL</b></p> <p>MEETING DATE October 28, 2008</p> <p>ITEM NUMBER Recycling Contract Amendment Agreement</p> <p>STAFF INITIAL Jim</p> <p>APPROVED BY ADMINISTRATOR</p>	<p><b>ACTION REQUESTED</b></p> <p>Consent _____</p> <p>Special _____</p> <p>Public Hearing _____</p> <p>Report _____</p> <p>Discussion/Action <input checked="" type="checkbox"/></p> <p>Resolution _____</p> <p>Work session _____</p>
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**AMENDED AGREEMENT FOR RECYCLING SERVICES**

THIS AMENDED AGREEMENT FOR RECYCLING SERVICES made this 28th day of October, 2008, by and between the city of Lauderdale, a Minnesota municipal corporation ("City"), and the Neighborhood Recycling Corporation d/b/a Eureka Recycling, a Minnesota non-profit corporation ("Contractor").

**WITNESSETH:**

WHEREAS, City and Contractor entered into that certain Agreement for Recycling Services dated November 23, 2004 ("Agreement"); and

WHEREAS, City and Contractor desire to amend certain terms and conditions of the Agreement.

NOW, THEREFORE, in consideration of the covenants and mutual obligations contained herein, City and Contractor hereby covenant and agree that the following sections of the Agreement are hereby amended and revised as follows:

1. Section 1.2 of the Agreement is amended by expanding the Rigids and Fibers that will be collected:

1. Rigids – Steel and aluminum food and beverage containers, foil and trays, plastic bottles with a neck, glass food and beverage containers, milk cartons, and juice boxes.
2. Fibers – Newspapers, magazines, mixed mail, phone books, office paper, corrugated cardboard (flattened and no more than 3 x 3 feet), catalogs, and cardboard (dry food, pop, and beer boxes).

2. Section 1.11 of the Agreement is amended to change the collection from every other Monday to every Monday.

3. Section 2.1 of the Agreement is amended to change the collection from every other week to every week.

4. Section 3.1 of the Agreement is amended to change the collection from every other week to every week. The second sentence of Section 3.1 of the Agreement is deleted and replaced by the following:

Collection from multi-family units (apartments) will occur at least once each week and may occur more frequently as the need is determined by Contractor.

5. Section 3.15 of the Agreement is amended to read as follows:

City Facilities Collections – Contractor will provide containers and

recycling service for city facilities (city hall, parks, and other public facilities) free of charge. Collection will occur weekly unless more frequent collection is required based on the amount of materials generated.

6. Section 6.1 of the Agreement is amended by substituting the last sentence with the following sentences:

During the first three years of the contract, City will pay to the Contractor, on a monthly basis, \$2.40 per household and approved CDU (the "base rate"). During the fourth and fifth years of the contract, City will pay to Contractor, on a monthly basis, the base rate plus an amount reflecting the increase in the Consumer Price Index (the CPI-U) for all goods and services for the Minneapolis-Saint Paul metropolitan statistical area with the index base period being the preceding year's annual average. Said increase shall not exceed three percent per annum.

7. Section 10.1 of the Agreement is amended by replacing the sentence with the following:

The term of this agreement shall be from January 1, 2009 through December 31, 2013.

8. Section 10.2 of the Agreement is amended by replacing the first sentence with the following:

The City and Contractor reserve the right to amend the Agreement to allow for its extension.

IN WITNESS WHEREOF, City and Contractor have caused this Amended Agreement to be duly executed in their names and on their behalfs on or as of the date first written above.

**City of Lauderdale**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator-Clerk

**Neighborhood Recycling Corporation  
d/b/a Eureka Recycling**

\_\_\_\_\_  
CEO



<p align="center"><b>LAUDERDALE COUNCIL</b></p> <p>MEETING DATE    October 28, 2008</p> <p>ITEM NUMBER    Retaining Wall at 1816 Walnut</p> <p>STAFF INITIAL    Jim</p> <p>APPROVED BY ADMINISTRATOR</p>	<p align="center"><b>ACTION REQUESTED</b></p> <p>Consent _____</p> <p>Special _____</p> <p>Public Hearing _____</p> <p>Report _____</p> <p>Discussion/Action _____</p> <p>Resolution _____</p> <p>Work session <u>  X  </u></p>
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**DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:**

Eddie Rivard, 1816 Walnut Street, constructed a retaining wall between his garage and the alley pavement in August. Based on anecdotal evidence, staff believes the north end of the retaining wall is in the alley right-of-way by at least one foot. Mr. Rivard has been informed of this and sent a letter in September requiring that he remove the structure. However, he has refused to cooperate.

The burden of proof in this case is on the city. No permit is required for retaining walls under 4 feet tall, and there are no setback requirements. However, they must be located within the property boundary and not on someone else's property.

It is in the best interest of the city and the general public to not allow structures in the alley ROW. The alley ROW on this block is only 12 feet wide. Structures in the ROW further narrow the access and could pose a safety hazard for traffic and alley maintenance. It also makes it potentially more difficult for emergency vehicles to access properties.

Staff commonly discovers someone that has or is in the process of constructing a retaining wall in what we think is the alley ROW. The property owner generally moves the retaining wall without a challenge after notification from the city.

Staff recommends the council direct staff to hire a surveyor to see if staff is correct that part of the retaining wall is in the alley ROW, and if so, proceed with enforcement measures. A survey is expected to cost \$500-\$600 and is probably not a recoverable expense. To improve future enforcement measures, staff also recommends amending the ordinance to require a permit for retaining walls and setbacks consistent with fences. Fences require a 2-foot setback from rear property lines.

**OPTIONS:**

- 1) Do nothing.
- 2) Direct staff to have the alley right-of-way surveyed and proceed with enforcement, if applicable.
- 3) Direct staff to have the alley right-of-way surveyed and proceed with enforcement, if applicable. Also, direct staff to prepare an ordinance amendment requiring a permit for retaining walls and setbacks consistent with fences.

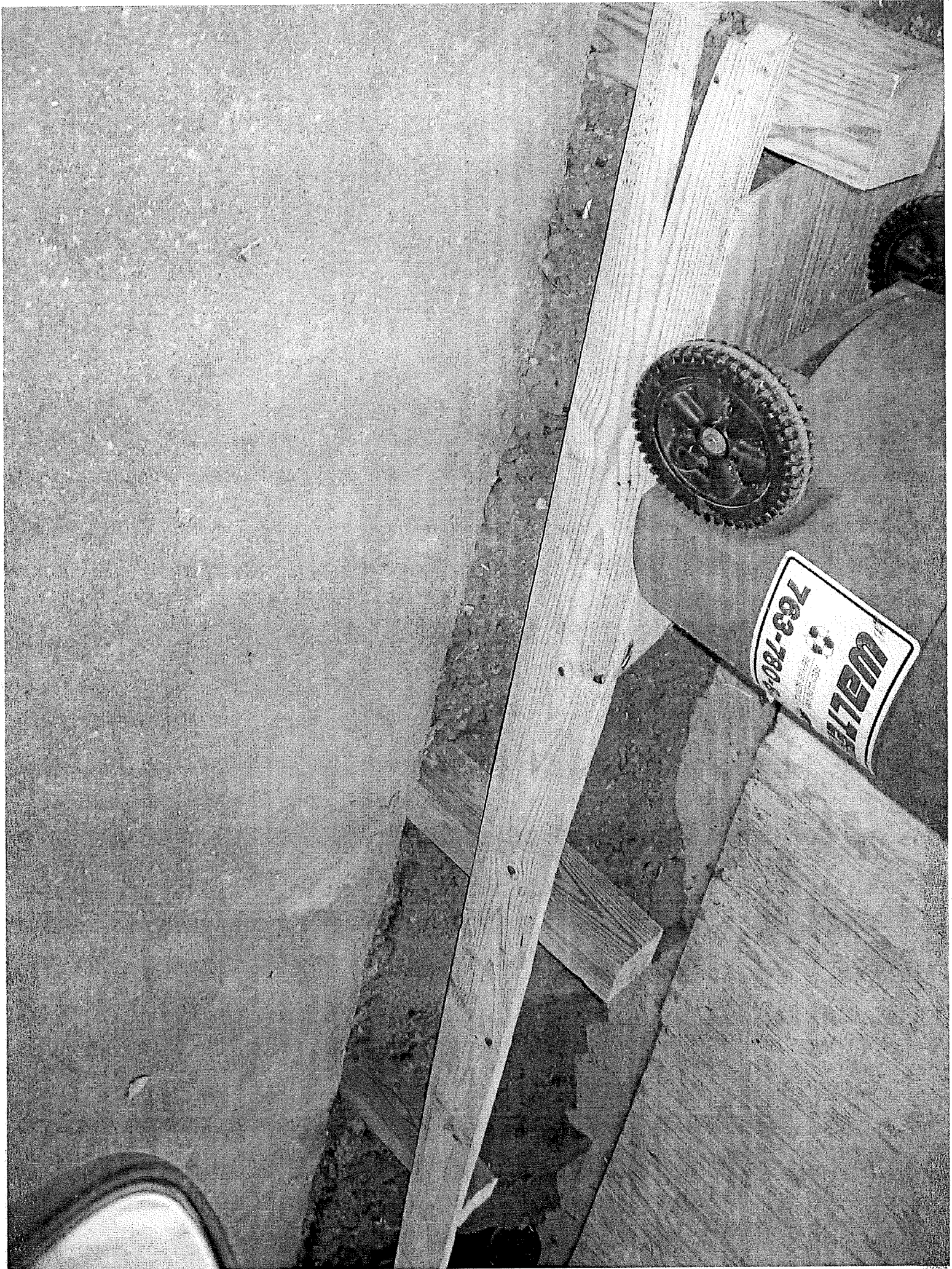
**STAFF RECOMMENDATION:**

3) Direct staff to have the alley right-of-way surveyed and proceed with enforcement, if applicable. Also, direct staff to prepare an ordinance amendment requiring a permit for retaining walls and setbacks consistent with fences.

**COUNCIL ACTION:**



www.woodland.com  
768-780-8464







# LAUDERDALE COUNCIL ACTION FORM

Meeting Date	October 28, 2008
ITEM NUMBER	9D - Infratech Quote
STAFF INITIAL	<i>MAJ</i>
APPROVED BY ADMINISTRATOR	

<b>Action Requested</b>	
Consent	_____
Public Hearing	_____
Discussion	_____
Action	_____X_____
Resolution	_____
Work Session	_____

## DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Joe Rubbelke from Infratech presented smoke testing information at the last Council meeting. The Council expressed interest in receiving a quote for smoke testing in the City. Infratech's quote is attached. As indicated at the meeting, the price per hour is \$210. Infratech is available to smoke test as needed but staff prefers starting south of Larpenteur. It will likely take 2-4 days at a cost of \$4,200 to \$8,400.

If any major sources of inflow or infiltration are found in this area, the city's engineers may need to assess the volume of water in order to petition the Met Council for credit beyond the fixed credit rates. After completing this portion of sanitary sewer, staff will be able to assess the value of smoke testing and how best to proceed.

After looking at staff schedules, I asked Joe if smoke testing would be possible from November 13-20 and he didn't think that would be a problem.

## OPTIONS:

- Approve Infratech quote for smoke testing at a cost of \$210/hour.
- Offer modifications to the quote for Infratech consideration.
- Do not approve Infratech quote for smoke testing.

## STAFF RECOMMENDATION:

Approve Infratech quote for smoke testing at a cost of \$210/hour.

## COUNCIL ACTION:



**Intratech Technologies, Inc.**  
 21040 Commerce Boulevard  
 Rogers, MN 55374-9341  
 www.intratechatalog.com  
 Phone 763/428-6488 • Fax 763/428-6489

# QUOTATION

October 22, 2008

Ms. Heather Butkowski, acting City Administrator

City of Lauderdale  
 1891 Walnut Street  
 Lauderdale, Minnesota 55113-5137  
 Also via email to [heather.butkowski@ci.lauderdale.mn.us](mailto:heather.butkowski@ci.lauderdale.mn.us)

**Project: Sanitary sewer smoke testing  
 City of Lauderdale, Minnesota**

Intratech wishes to thank the city of Lauderdale for the opportunity to present this quotation for the aforementioned project.

Intratech recognizes that the city is currently implementing a program to reduce the inflow & infiltration into their sanitary sewer system, and that the city wishes to conduct a smoke testing project to further this effort.

## I. PROJECT APPROACH

Intratech suggests that the city take a leadership role in the following specific responsibilities:

1. Public notification and communication
  - a. Use of local media outlets
  - b. Use of printed information to be included in utility billings or as separate mailer
  - c. Public information meetings, before and during project, if necessary
  - d. Telephone confirmation of intended project schedule, if necessary
  - e. Placement of door hangers with intended project schedule
2. Emergency management notification and communication
  - a. Fire department
  - b. Police department
  - c. Law enforcement center - dispatch
  - d. Neighboring communities
3. Private property inspections
  - a. Contacting the property owner to schedule interior inspections, as needed
  - i. This work will likely be coordinated by the city and inspection responsibilities defined in the future

Intratech recommends the following project approach and recognizes its project specific responsibilities as detailed:

1. Designation of one Intratech Project Manager, responsible for:
  - a. All city correspondence
  - b. All on-site verification of proper project progression
2. Designation of one Intratech service crew, responsible for:
  - a. Working closely in conjunction with one on-site city representative
  - b. Timely completion of all on-site services
  - c. Maintenance, repair and operation of applicable testing equipment
3. Provision of all applicable Intratech documentation and field reports to the city as project deliverables
4. Deliverables
  - a. Digital still photos and/or video documentation can be provided of all locations of smoke exfiltration
  - b. A hard copy record of the inspections can be provided as a project deliverable
5. Schedule
  - a. Intratech will arrange for services to be completed at times most convenient to the city and its property owners

## II. FEE QUOTATION

1. Intratech intends to complete its specific portion of this project for the following remuneration:
  - a. \$210 per hour for all inspection services, including mobilization, for a two person crew
  - b. Meetings will be remunerated as follows:
    - i. \$185 per hour, for one Project Manager
    - ii. \$210 per hour, for a Project Manager and CCTV Operator

Please call my cell phone @ 612-817-6521 with any additional questions.

Thank you for considering Intratech.

Respectfully,



Joseph B. Rubbelke  
Project Manager

# AUTHORIZATION TO PROCEED

Signing of this proposal by authorizing agents of the prescribed project constitutes the entire agreement between the parties and supersedes all prior proposals and agreements.

Contractor  
Infrastructure Technologies, Inc.

Owner  
City of Lauderdale, Minnesota

Sign \_\_\_\_\_  
Name Joseph B. Rubbelke  
Project Manager  
Title \_\_\_\_\_  
Date \_\_\_\_\_

Special Instructions (if any):

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**LAUDERDALE COUNCIL  
ACTION FORM**

Meeting Date October 28, 2008

ITEM NUMBER 9E - Cty Road Traffic Signs

STAFF INITIAL HAH

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

**Action Requested**

Consent \_\_\_\_\_

Public Hearing \_\_\_\_\_

Discussion \_\_\_\_\_

Action X

Resolution \_\_\_\_\_

Work Session \_\_\_\_\_

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

I sent in the Council's request for crosswalks at Eustis & Roselawn and Eustis & Spring. The traffic engineer's response is attached. County staff are sticking to their guns about not painting more crosswalks.

The engineer did offer to install "No Parking from Here to Corner" signs by the Chinese Christian Church. In addition to making the intersection safer, these signs would delineate for officers who is parking illegally.

For discussion tonight is whether the Council would like to accept the County's offer for "No Parking from Here to Corner" signs.

- OPTIONS:**
- Accept the County's offer for "No Parking from Here to Corner" signs.
  - Do not accept the County's offer for "No Parking from Here to Corner" signs.

**STAFF RECOMMENDATION:**

**COUNCIL ACTION:**

**Heather Butkowski**

**From:** Laberee, Erin [Erin.Laberee@CO.RAMSEY.MN.US]

**Sent:** Thursday, October 23, 2008 2:00 PM

**To:** Heather Butkowski

**Cc:** Haider, Ken

**Subject:** RE: Crosswalks

Dear Heather,

I have reviewed the 2 crosswalk requests. Both locations where crosswalks have been requested are like many intersections that exist throughout the County. The intersection of Eustis and Roselawn is a 4 way stop. By state statute, vehicles shall yield to pedestrians at all intersections, controlled or uncontrolled, whether or not there is a marked crosswalk.

To prevent the overuse and to preserve the effectiveness of crosswalks, the County is carefully considering crosswalk requests and reserving new crosswalks for areas where there is a significant volume of pedestrians (over 20 per hour) on a regular basis and where the Ramsey County Crosswalk Guidelines are met. Recent studies have suggested that crosswalks provide a false sense of security to pedestrians and are ineffective at changing driver behavior. For these reasons the County does not recommend the installation of crosswalks at the intersections of Eustis and Roselawn and Eustis and Spring Street.


You stated that worshippers at the Chinese Christian Church are creating site distance problems at the Eustis and Spring Street intersection. It is recommended that No Parking From Here to Corner signs be installed at the intersection radii to prevent vehicles from encroaching into the intersection. The County would be willing to install No Parking From Here to Corner signs at the beginning of the intersection radii along Eustis Street.

Thank you,

Erin

Erin Laberee PE  
Ramsey County Public Works  
1425 Paul Kirkwood Dr.  
Arden Hills, MN 55112  
p: 651-266-7105  
f: 651-266-7110

# LAUDERDALE COUNCIL ACTION FORM

Meeting Date	October 28, 2008	
ITEM NUMBER	13A-2009 Budget	STAFF INITIAL
		
APPROVED BY ADMINISTRATOR		

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

## DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

This budget version reflects funding for the following:

- March Dance event - \$600
- Dog park maintenance - \$500
- IT equipment (switch/router, wireless access point, battery backup unit) - \$3,500 from 202 Communications Fund
- Streetscaping (for any costs to the City for the TH280 bridge replacement or Larpeneur Avenue Development) - \$40,000 from the Street Improvement Fund
- The budget as shown transfers of \$30,000 to the 2000 Debt Service Fund (302) and \$42,871 to the Park Fund (404) from the General Fund.

The newest financial data is included. At the end of September, general fund expenditures were on target at 73.35% with 75% of the year completed. General fund revenues were at 51.2% with 75% 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.

I spoke to Staci from Ehlers about the TIF Fund. As it is an older district, she thinks the City could make a case for using the money for streetscaping as part of redevelopment. The money, however, cannot be used to directly support a business. Their office also reviewed the last TIF statement submitted to the State Auditor. District revenue is expected to come in ahead of the budget set when the district was formed. If true, the City will have the option to give up those funds or modify the budget. She said modifying the budget requires public hearings etc like any changes to the TIF plan. This won't happen in 2009 but will need to be evaluated in 2010.

## OPTIONS:

Since it has been a few weeks, I wanted to give the Council an opportunity to look at the budget in light of recent discussions.

## STAFF RECOMMENDATION:

## COUNCIL ACTION:

GENERAL FUND REVENUE

	2006	2007	2008	2008	2009
	Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>CITY LEVIED TAXES</b>					
31010 Current Ad Valorem	369,805	436,970	470,634	217,918	449,791
31020 Delinquent Ad Valorem	1,357	2,860	-	617	-
31030 Forfeited Tax Sales	111	-	-	-	-
31040 Fiscal Disparties	74,284	80,585	81,000	50,393	101,843
<b>SUB TOTAL PROPERTY TAXES</b>	<b>445,558</b>	<b>520,415</b>	<b>551,634</b>	<b>268,928</b>	<b>551,634</b>
<b>STATE AIDE</b>					
33401 Local Government Aide	359,418	408,143	463,233	231,617	595,441
33405 PERA Rate Increase Aide	1,198	1,198	1,198	599	1,198
33406 Market Value Home Credit	36,291	30,650	-	-	-
<b>TOTAL STATE AIDE</b>	<b>396,907</b>	<b>439,991</b>	<b>464,431</b>	<b>232,216</b>	<b>596,639</b>
<b>LICENSES AND FEES</b>					
32110 3.2 Alcohol License	65	130	65	-	65
32120 Cigarette License	400	300	100	-	200
32130 Garbage Hauler Licenses	910	910	650	1,270	650
32140 HVAC Licenses	560	770	500	420	525
32150 Tree Company License	400	400	150	80	160
32160 Gas Station License	210	55	55	-	55
32180 Rental License Fee	4,664	3,353	2,500	918	2,500
32240 Animal Licenses	410	380	200	210	200
34101 City Hall Rental	2,290	2,500	2,500	2,075	2,000
43103 Administrative Fee	145	410	100	625	200
34105 Sale of Publications	-	-	-	-	-
34109 Copies	20	111	20	28	15
34111 Legal Fees	-	-	-	-	-
34114 Advertising sales	50	925	-	50	-
34115 Miscellaneous Revenue	-	-	-	-	-
<b>TOTAL LICENSES AND FEES</b>	<b>10,124</b>	<b>10,244</b>	<b>6,840</b>	<b>5,676</b>	<b>6,570</b>
<b>REVENUE OTHER</b>					
36100 Special Assessments	3,792	3,220	2,000	970	1,000
36101 Principal	-	-	-	-	-
36102 Penalties and Interest	541	348	250	78	100
36103 Tree Removal	-	-	-	-	-
36200 Miscellaneous Revenue	3	52	-	63	-
36211 Investment Interest	28,425	28,927	20,000	11,792	12,000
36230 Donations	-	-	-	-	-
36240 Surcharges	401	325	250	134	200
36250 Refunds and Reimbursements	5,110	1,409	500	3,036	500
36252 LMCTT Insurance Dividend	1,414	2,394	500	-	500
36255 Miscellaneous	-	60	-	-	-
<b>TOTAL OTHER REVENUE</b>	<b>39,686</b>	<b>36,734</b>	<b>23,500</b>	<b>16,073</b>	<b>14,300</b>
<b>PUBLIC SAFETY</b>					
26395	26,395	38,352	33,500	29,482	32,050
<b>FIRE</b>					
2709	2,709	-	-	-	-
<b>PLANNING &amp; INSPECTIONS</b>					
17091	17,091	13,460	13,200	7,108	6,800
<b>TRANSFERS FROM OTHER FUNDS</b>					
-	-	4,000	-	-	-
<b>TOTAL GENERAL FUND REVENUE</b>	<b>938,470</b>	<b>1,063,197</b>	<b>1,093,105</b>	<b>559,482</b>	<b>1,207,993</b>



GENERAL FUND REVENUE

GENERAL REVENUE FUND EXPENDITURES	2006	2007	2008	As of Sept. 30	2009
Legislative	21,341	22,779	24,164	16,584	22,539
Administrative	68,841	203,625	220,157	158,139	229,595
Elections	15,832	15,853	11,335	8,180	10,819
Public Safety	287,953	567,558	597,575	-	636,849
Police	247,219	519,500	551,575	420,122	578,849
Fire	21,246	35,202	32,000	28,903	37,000
Prosecution	11,925	12,856	14,000	9,128	15,500
Public Works	67,829	73,943	99,782	70,693	106,947
Planning & Inspections	34,623	29,494	33,790	20,068	32,871
Parks and Recreation	51,283	40,284	76,642	53,518	83,002
Development	4,838	-	10,000	1,619	3,000
EXPENDITURES BEFORE TRANSFERS	484,711	953,536	1,073,445	786,955	1,120,122
Contingency	-	-	5,000	-	15,000
Transfers Out	162,379	164,945	14,660	14,660	72,871
TOTAL GENERAL FUND EXPENDITURES	647,090	1,118,481	1,093,105	801,615	1,207,993

GENERAL REVENUE FUND EXPENDITURES	2006	2007	2008	As of Sept. 30	2009
Legislative	21,341	22,779	24,164	16,584	22,539
Administrative	68,841	203,625	220,157	158,139	229,595
Elections	15,832	15,853	11,335	8,180	10,819
Public Safety	287,953	567,558	597,575	-	636,849
Police	247,219	519,500	551,575	420,122	578,849
Fire	21,246	35,202	32,000	28,903	37,000
Prosecution	11,925	12,856	14,000	9,128	15,500
Public Works	67,829	73,943	99,782	70,693	106,947
Planning & Inspections	34,623	29,494	33,790	20,068	32,871
Parks and Recreation	51,283	40,284	76,642	53,518	83,002
Development	4,838	-	10,000	1,619	3,000
EXPENDITURES BEFORE TRANSFERS	484,711	953,536	1,073,445	786,955	1,120,122
Contingency	-	-	5,000	-	15,000
Transfers Out	162,379	164,945	14,660	14,660	72,871
TOTAL GENERAL FUND EXPENDITURES	647,090	1,118,481	1,093,105	801,615	1,207,993

		LEGISLATIVE (41100)				
		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>EXPENDITURES</b>						
<b>Personnel</b>						
103	Part-time employees	13,200	12,800	13,200	9,900	13,200
122	FICA	1,010	979	1,010	757	1,010
151	Workers Comp	-	-	79	-	79
	<b>Subtotal Personnel</b>	<b>14,210</b>	<b>13,779</b>	<b>14,289</b>	<b>10,657</b>	<b>14,289</b>
<b>General Operations</b>						
201	General Supplies	11	9	-	-	-
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	-	-	-	-	-
	<b>Subtotal General Operations</b>	<b>7,131</b>	<b>9,000</b>	<b>9,875</b>	<b>5,927</b>	<b>8,250</b>
<b>Capital Equipment</b>						
530	Furniture and Equipment	-	-	-	-	-
538	Computer Software and Equipment	-	-	-	-	-
	<b>Subtotal Capital Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL LEGISLATIVE EXPENSES</b>	<b>21,341</b>	<b>22,779</b>	<b>24,164</b>	<b>16,584</b>	<b>22,539</b>

		ADMINISTRATION (\$1200)					
		2006	2007	2008	As of Sept. 30	2008	Proposed
		Actual	Actual	Adopted			
<b>EXPENDITURES</b>							
<b>Personnel</b>							
101	Full-time employees	40,684	114,144	117,407	82,493	124,809	
104	Temp. employees	-	-	-	-	-	
121	PERA	2,441	6,032	7,925	5,138	8,737	
122	FICA	3,171	7,696	8,982	6,406	9,548	
131	Benefits (health, dental, etc)	3,627	8,871	12,903	7,986	13,752	
151	Workers Compensation	828	1,018	704	1,142	749	
	<b>Subtotal Personnel</b>	<b>50,753</b>	<b>137,761</b>	<b>147,921</b>	<b>103,165</b>	<b>157,595</b>	
<b>General Operations</b>							
201	General Supplies	1,035	1,906	1,500	1,141	2,500	
203	Postage	1,370	2,102	1,500	4,082	2,500	
208	Water cooler water	260	175	300	187	400	
301	Auditing	-	10,864	15,500	12,700	13,500	
305	Legal contract - Civil	-	17,531	16,000	6,163	16,000	
306	Consulting fees	-	2,231	-	2,370	2,500	
307	Computer Services	-	1,560	3,000	1,560	1,600	
308	Training and conferences	2,033	2,164	5,000	1,057	3,000	
309	Newspaper - Roseville Review	-	9,537	8,900	5,610	9,100	
331	Travel Expenses	2,012	1,113	1,800	340	1,500	
352	Public information and notices	-	-	-	-	-	
353	Newletter Printing	-	3,725	4,500	3,461	4,750	
354	Phonebook Printing	-	200	-	3,561	-	
355	Miscellaneous printing & process	-	1,521	1,200	1,444	1,500	
361	General liability	3,452	5,179	4,500	3,891	4,550	
391	Telephones/Pagers	1,989	2,055	2,000	624	2,000	
401	Copier	1,212	997	1,300	1,088	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	2,590	3,500	
440	Meeting Expenses	-	-	-	15	-	
442	Miscellaneous expenses	368	319	300	2,310	500	
	<b>Subtotal General Operations</b>	<b>15,666</b>	<b>65,864</b>	<b>71,236</b>	<b>54,194</b>	<b>71,500</b>	
<b>Capital Expenditures</b>							
530	Furniture and equipment	-	-	-	-	-	
531	Office equipment	-	-	-	-	-	
534	Office furniture	-	-	-	-	-	
538	Computers and technology	2,423	-	1,000	780	250	
	<b>Subtotal Capital</b>	<b>2,423</b>	<b>-</b>	<b>1,000</b>	<b>780</b>	<b>500</b>	
	<b>TOTAL EXPENSES</b>	<b>68,841</b>	<b>203,625</b>	<b>220,157</b>	<b>158,139</b>	<b>229,595</b>	

ELECTIONS (41500)		Actual	Actual	Adopted	As of Sept. 30	Proposed
		2006	2007	2008	2008	2009
<b>EXPENDITURES</b>						
<b>Personnel</b>						
101	Full-time employees	9,797	10,972	6,555	5,392	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	413	604
131	Benefits (health, dental, etc)	1,183	1,394	966	671	864
151	Workers Compensation	-	-	50	-	47
	<b>Subtotal Personnel</b>	<b>14,106</b>	<b>15,394</b>	<b>10,460</b>	<b>8,021</b>	<b>9,969</b>
<b>General Operations</b>						
201	General Supplies	33	143	275	-	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
	<b>Subtotal General Operations</b>	<b>494</b>	<b>459</b>	<b>875</b>	<b>159</b>	<b>850</b>
<b>Capital Expenditures</b>						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	-
538	Computers and technology	1,232	-	-	-	-
	<b>Subtotal Capital</b>	<b>1,232</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL EXPENSES</b>	<b>15,832</b>	<b>15,853</b>	<b>11,335</b>	<b>8,180</b>	<b>10,819</b>

	2006	2007	2008	As of Sept. 30	2009
	Actual	Actual	Adopted	2008	Proposed
<b>PUBLIC SAFETY (42100)</b>	<b>294,094</b>	<b>567,558</b>	<b>597,575</b>	<b>458,153</b>	<b>636,849</b>
<b>REVENUE</b>					
Levy					
State Aide					
34202 False Fire Alarm	-	1,147	2,000	794	1,500
34203 Fire Inspection Fee	540	400	1,500	1,025	550
35101 Court Fines (including traffic tickets)	25,855	36,805	30,000	27,664	30,000
<b>TOTAL REVENUE</b>	<b>26,395</b>	<b>38,352</b>	<b>33,500</b>	<b>29,482</b>	<b>32,050</b>
<b>EXPENDITURES</b>					
<b>General Operations</b>					
305 Legal Fees - Prosecution	10,282	10,200	12,000	7,776	13,000
308 Insurance	-	-	-	-	-
319 Police Contract	255,254	519,500	545,475	411,075	572,749
320 Fire Contract	12,898	19,207	18,000	19,097	21,000
321 Fire Calls	7,898	12,616	10,000	5,953	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	1,352	2,500
360 General Liability	-	-	-	-	5,000
442 Miscellaneous expenses & Dispatch	5,670	-	6,100	9,047	6,100
<b>Subtotal General Operations</b>	<b>294,094</b>	<b>567,558</b>	<b>597,575</b>	<b>458,153</b>	<b>636,849</b>
<b>TOTAL EXPENSES</b>	<b>294,094</b>	<b>567,558</b>	<b>597,575</b>	<b>458,153</b>	<b>636,849</b>

	2006	2007	2008	As of Sept. 30	2009
	Actual	Actual	Adopted	Proposed	Proposed
<b>EXPENDITURES</b>					
<b>Personnel</b>					
101 Full-time employees	21,039	22,096	44,375	32,234	44,638
102 Overtime	-	-	-	639	1,000
121 PERA	1,262	1,381	2,995	2,132	3,125
122 FICA	1,684	1,729	3,395	2,658	3,415
131 Benefits (health, dental, etc)	1,798	2,096	5,727	2,807	5,688
151 Workers Compensation	1,783	2,666	2,940	3,703	2,806
<b>Subtotal Personnel</b>	<b>27,566</b>	<b>29,967</b>	<b>59,432</b>	<b>44,173</b>	<b>60,672</b>
<b>General Operations</b>					
202 Permanent Supplies	107	142	275	-	275
212 Motor Fuels	2,084	2,556	2,500	1,572	2,500
213 Lubricants and other fluids	82	-	125	-	125
225 Landscaping Materials	-	-	100	-	100
226 Signs	11	48	150	5	150
227 Tools and Equipment	11	48	200	-	200
228 Miscellaneous Repairs & supplies	1,343	935	1,250	1,476	1,250
304 Engineering Contract	12,963	8,298	5,000	1,270	5,000
308 Training and conferences	140	165	500	165	500
312 Snow and Ice Removal Contract	3,704	7,602	9,000	5,133	9,000
314 Street Sweeping Contract	5,390	5,217	6,000	1,826	6,000
317 Tree Service	1,997	5,098	2,500	3,654	5,000
324 Alley Repair	-	-	275	450	1,000
327 Other Services	621	122	500	569	500
328 Street Repair	600	-	1,000	500	1,000
381 Electricity	7,428	8,197	6,000	5,741	6,000
382 Water	47	89	75	32	75
383 Gas Utilities	1,981	3,507	2,500	2,541	3,500
384 Refuse Disposal	805	962	900	909	1,300
391 Telephone/Faxers	366	459	500	323	500
402 Truck repair and Maintenance	356	482	1,000	97	2,000
426 Machinery rental	-	-	-	-	-
442 Miscellaneous	238	99	-	257	300
<b>Subtotal General Operations</b>	<b>40,263</b>	<b>43,976</b>	<b>40,350</b>	<b>26,520</b>	<b>46,275</b>
<b>Capital Expenditures</b>					
530 Furniture and equipment	-	-	-	-	-
538 Land	-	-	-	-	-
<b>Subtotal Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>67,829</b>	<b>73,943</b>	<b>99,782</b>	<b>70,693</b>	<b>106,947</b>

		PLANNING & INSPECTIONS (43400)			
		2006	2007	2008	2008
		Actual	Actual	Adopted	As of Sept. 30
					Proposed
					2009
<b>REVENUE</b>					
32210	Building Permits	11,778	9,646	10,000	4,735
32211	Zoning Permit Applications	190	140	50	275
32225	Plan Review	2,945	2,145	2,000	813
32230	Plumbing Permits	1,306	544	500	533
32270	HVAC Permits	823	671	650	527
34110	Variance Fee	-	150	-	225
34112	Conditional Use Permit	50	165	-	-
34113	Zoning Amendment	-	-	-	-
<b>TOTAL REVENUE</b>		<b>17,091</b>	<b>13,460</b>	<b>13,200</b>	<b>7,108</b>
<b>EXPENDITURES</b>					
<b>Personnel</b>					
101	Full-time employees	21,392	22,197	19,874	15,522
121	PERA	1,284	1,387	1,341	961
122	FICA	1,682	1,750	1,520	1,204
131	Benefits (health, dental, etc)	1,792	1,806	2,691	1,768
151	Workers Compensation	-	-	264	-
<b>Subtotal Personnel</b>		<b>26,150</b>	<b>27,139</b>	<b>25,690</b>	<b>19,455</b>
<b>General Operations</b>					
201	General Supplies	11	-	75	-
202	Permanent Supplies	107	-	100	46
203	Postage	359	280	250	224
306	Consulting Fees	1,969	203	2,000	-
308	Training and conferences	470	460	500	-
312	Building Inspector	927	699	2,000	-
327	Other Services	2,939	-	2,000	-
331	Travel Expenses	41	-	100	-
335	Miscellaneous Printing	107	-	175	-
386	Gopher State One Call	493	489	500	296
442	Miscellaneous expenses	789	-	-	20
443	Surcharge Report	262	224	400	26
<b>Subtotal General Operations</b>		<b>8,473</b>	<b>2,355</b>	<b>8,100</b>	<b>612</b>
<b>Capital Expenditures</b>					
530	Furniture and equipment	-	-	-	-
531	Office equipment	-	-	-	-
534	Office furniture	-	-	-	-
538	Computers and technology	-	-	-	-
<b>Subtotal Capital</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>		<b>34,623</b>	<b>29,494</b>	<b>33,790</b>	<b>20,068</b>
					<b>32,871</b>

**PARKS AND RECREATION (45200)**  
**EXPENDITURES**

	2006	2007	2008	As of Sept. 30	2008	2009	Proposed
<b>Personnel</b>							
101 Full-time employees	36,803	26,173	50,255	36,069	52,114	5,500	4,068
104 Temp. employees	3,358	4,838	5,000	4,199	5,500	4,068	4,446
121 PERA	2,230	1,636	3,730	2,337	4,068	4,068	4,446
122 FICA	3,254	2,423	4,227	3,242	4,446	4,446	4,446
131 Benefits (health, dental, etc)	3,017	2,590	6,348	3,038	6,624	6,624	6,624
151 Workers Compensation	727	2,600	332	1,925	2,000	2,000	2,000
<b>Subtotal Personnel</b>	<b>49,390</b>	<b>40,260</b>	<b>69,892</b>	<b>50,809</b>	<b>74,752</b>		
<b>General Operations</b>							
201 General Supplies	130	367	1,000	103	900	500	100
202 Permanent Supplies	75	647	200	212	500	500	100
225 Landscaping Materials	35	506	-	64	100	500	100
228 Miscellaneous Repairs & Maintenance.	426	261	650	-	500	500	100
371 Non-Resident Reimbursement	74	32	200	24	200	200	200
381 Electric	1,013	367	1,100	455	1,200	1,200	1,200
382 Water	186	308	-	48	350	350	350
383 Gas Utility	1,273	840	1,500	758	1,500	1,500	1,500
384 Refuse	34	-	-	-	-	-	-
391 Telephones and Pagers	116	134	300	-	100	100	100
403 Mower repair	321	24	300	-	300	300	300
412 Warming House Repair	218	-	500	-	1,000	1,000	1,000
427 Porta Potty Rental	578	593	1,000	747	1,100	1,100	1,100
442 Miscellaneous	442	-	-	300	500	500	500
<b>Subtotal General Operations</b>	<b>4,478</b>	<b>4,078</b>	<b>6,750</b>	<b>2,710</b>	<b>8,250</b>		
<b>Capital Expenditures</b>							
550 Other Improvements	1,572	-	-	-	-	-	-
<b>Subtotal Capital</b>	<b>1,572</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>51,283</b>	<b>40,284</b>	<b>76,642</b>	<b>53,518</b>	<b>83,002</b>		



	2006	2007	2008	As of Sept. 30	2009
<b>REVENUE</b>					
Levy					
State aide					
Other					
<b>TOTAL REVENUE</b>					
<b>EXPENDITURES</b>					
General Operations					
306 Consulting Fees	3,878	3,043	10,000	1,619	3,000
442 Miscellaneous expenses					
Subtotal General Operations	3,878	3,043	10,000	1,619	3,000
<b>TOTAL EXPENSES</b>	3,878	3,043	10,000	1,619	3,000
<b>DEVELOPMENT (48100)</b>					
Actual	2006	2007	2008	As of Sept. 30	2009
Actual	2006	2007	2008	As of Sept. 30	2009
Proposed	2006	2007	2008	As of Sept. 30	2009

	2006	2007	2008	As of Sept. 30	2009
	Actual	Actual	Adopted	2008	Proposed
<b>REVENUE</b>					
Levy	-	-	-	-	-
State aide	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL REVENUE</b>	-	-	-	-	-
<b>EXPENDITURES</b>					
General Operations					
CONTINGENCY FUNDS	15,000	-	5,000	-	15,000
OPERATING TRANSFERS	-	-	-	-	-
Subtotal General Operations	15,000	-	5,000	-	15,000
<b>TOTAL EXPENSES</b>	-	-	5,000	-	15,000
<b>CONTINGENCY (45300)</b>					

	2006	2007	2008	2008	2009
	Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>TRANSFERS OUT (45400)</b>	162,379	164,945	14,660	14,660	72,871
Transfers to 302	25,000	-	-	-	30,000
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	79,871	14,660	14,660	42,871
Transfers to 405	-	5,203	-	-	-
<b>Total Transfers</b>	<b>162,379</b>	<b>164,945</b>	<b>14,660</b>	<b>14,660</b>	<b>72,871</b>
<b>EXPENDITURES</b>					
732	Transfers to 302	25,000	-	-	30,000
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	79,871	14,660	42,871
745	Transfers to 405	-	5,203	-	-
<b>TOTAL REVENUE</b>					
Levy					
<b>REVENUE</b>					

# 2009 LAUDERDALE BUDGET SUMMARY OF FUNDS 201 - 602

	2005	2006	2007	2008	As of Sept. 30 2008	Proposed 2009
<b>Total Revenues</b>	3,141	4,120	3,994	3,000	2,585	3,350
201 Community Events Fund	19,063	15,575	21,600	19,800	11,207	16,800
202 Cable T.V. Fund	39,861	40,565	41,074	38,725	25,429	37,800
203 Recycling Fund	140,563	154,082	76,950	-	-	-
301 TIF Debt Service Fund	73,496	44,971	54,816	56,739	27,721	35,826
302 2000 Imp Debt Fund	48,835	33,388	52,749	50,650	23,241	28,758
303 2002 Imp Debt Fund	109,158	61,927	75,041	56,470	38,567	41,981
304 2003 Imp Debt Fund	14,926	63,383	18,902	10,000	11,293	10,000
401 Street Improvement Fund	4,551	7,220	8,330	14,000	3,713	2,500
403 Storm Water Impr. Fund	-	-	58,670	10,000	2,133	8,000
404 Park Improvement Fund	2,770	4,538	2,834	1,500	107,565	1,800
405 TIF Project Fund	590	82,469	169,136	159,000	89,923	145,000
407 Sewer Improvement Fund	1,660	3,402	8,003	7,500	8,787	4,000
409 Water Utility Fund	10,688	12,908	2,201	-	-	-
601 Sewer Utility Fund	258,325	238,329	236,090	228,000	170,942	230,500
602 Storm Water Utility Fund	-	-	-	47,500	51,448	47,500
<b>Total Revenue Before Fund Balance</b>	<b>727,626</b>	<b>766,876</b>	<b>830,391</b>	<b>702,884</b>	<b>574,556</b>	<b>613,815</b>
<b>Transfers*</b>	-	-	207,716	-	-	-
<b>Total Revenues</b>	<b>727,626</b>	<b>766,876</b>	<b>830,391</b>	<b>910,600</b>	<b>574,556</b>	<b>613,815</b>
<b>Total Expenditures</b>	<b>767,858</b>	<b>854,899</b>	<b>824,558</b>	<b>1,149,197</b>	<b>834,320</b>	<b>859,467</b>
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	13,305	33,940
203 Recycling Fund	31,414	28,129	29,018	33,934	16,163	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	53,069	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	30,316	500
404 Park Improvement Fund	-	96,680	117,670	90,000	71,327	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	140,042	220,250
602 Storm Water Utility Fund	34,917	31,406	-	44,470	24,615	49,268
<b>Total Expenditures</b>	<b>(40,232)</b>	<b>(88,022)</b>	<b>5,833</b>	<b>(238,597)</b>	<b>(259,764)</b>	<b>(245,652)</b>
<b>Surplus/(deficit)</b>	<b>(40,232)</b>	<b>(88,022)</b>	<b>5,833</b>	<b>(238,597)</b>	<b>(259,764)</b>	<b>(245,652)</b>

\*2008 transfers included in revenues and expenditures.

500  
 1,000  
 500  
 703  
 153

602  
 407  
 405  
 404  
 403  
 402  
 401  
 304  
 303  
 302  
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 202  
 201

**Community Events Fund 201**

DEPT. 45600	2005	2006	2007	Adopted 2008	As of Sept 30 2008	Proposed 2009
<b>BEGINNING BALANCE</b>	3,134	3,827	4,575	3,410	3,410	2,194
<b>REVENUES:</b>						
Park Events	9	-	9	-	-	-
Winter Event	717	1,178	798	300	603	500
Garage Sale	60	-	50	-	-	50
Day in the Park	1,317	1,483	1,595	1,350	1,683	1,250
Music under the trees	-	-	34	-	-	-
34789	-	-	-	-	-	-
34790	-	-	-	-	-	600
34791	-	-	-	-	-	-
34792	-	-	-	-	-	-
34795	787	764	779	700	101	700
36211	102	198	199	150	101	100
36255	157	498	319	500	108	100
Misc.	3,141	4,120	3,994	3,000	2,585	3,350
<b>Total Revenue</b>	3,141	4,120	3,994	3,000	2,585	3,350
<b>EXPENDITURES:</b>						
Permanent Supplies	-	214	176	-	43	-
369	-	-	252	-	535	600
370	-	-	-	-	-	600
373	-	-	2,201	-	353	-
375	768	808	857	875	1,011	800
376	-	-	-	-	34	50
377	984	1,134	1,112	1,200	1,450	1,300
378	113	124	99	150	103	150
379	420	700	252	475	106	400
437	16	136	-	100	-	-
440	147	256	212	275	167	300
34	2,448	3,371	5,160	3,075	3,801	4,200
34	693	749	(1,166)	(75)	(1,216)	(850)
39200	-	-	-	-	-	-
390	-	-	-	-	-	-
36	3,827	4,575	3,410	3,335	2,194	1,344
<b>Ending Fund Balance</b>	3,827	4,575	3,410	3,335	2,194	1,344

**Communications Fund 202**

DEPT. 49500		2005	2006	2007	2008	As of Sept. 30	2008	2009
		Actual	Actual	Actual	Adopted	Proposed		
<b>BEGINNING BALANCE</b>		37,406	42,849	35,507	31,531	29,433		
<b>REVENUES:</b>								
36253	Franchise Fees	18,240	14,143	19,987	19,000	16,000		
36211	Investment Interest	824	1,432	1,613	800	800		
33600	Grants	-	-	-	-	-		
<b>Total Revenues</b>		19,063	15,575	21,600	19,800	16,800		
<b>EXPENDITURES:</b>								
101	Reg. Full Time Employees	5,986	13,330	14,815	7,547	6,026		
121	PERA Contributions	347	800	865	509	422		
122	FICA Contributions	497	1,056	1,098	577	461		
131	Group Insurance	672	1,127	1,193	897	720		
151	Workers Comp	-	-	45	-	36		
<b>Personnel costs</b>		7,501	16,313	17,971	9,575	7,665		
202	Permanent Supplies	-	-	-	-	-		
307	Web Hosting	450	300	420	500	475		
327	Other Service	1,473	1,637	2,410	2,300	2,800		
329	Cable Franchise Fee	4,196	4,667	4,774	5,000	5,500		
530	Furniture and Equipment	-	-	-	-	17,500		
<b>Total Operating Costs</b>		6,119	6,604	7,604	7,800	26,275		
<b>Total Expenses</b>		13,621	22,917	25,576	17,375	33,940		
39200	Fund Balance gain/loss	5,443	(7,342)	(3,976)	2,425	(17,140)		
	Transfers In	-	-	-	-	-		
710	Transfers Out	-	-	-	-	-		
<b>Ending Fund Balance</b>		42,849	35,507	31,531	33,956	12,293		

### Recycling Fund 203

DEPT. 50000		2005	2006	2007	2008	2008	2009
Beginning Balance		Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>REVENUES:</b>							
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	4,300
36211	Investment Interest	494	1,120	1,898	675	1,396	500
36255	Other	-	423	64	50	12	-
<b>Total Revenues</b>		<b>39,861</b>	<b>40,565</b>	<b>41,074</b>	<b>38,725</b>	<b>25,429</b>	<b>37,800</b>
<b>EXPENDITURES:</b>							
101	Reg. FT Employees	8,262	7,774	8,664	4,354	3,181	1,714
121	PERA Contributions	469	467	495	294	207	120
122	FICA Contributions	686	631	647	333	261	131
131	Group Insurance	989	570	626	552	272	216
151	Workers Comp	-	-	-	26	-	10
<b>Personnel costs</b>		<b>10,405</b>	<b>9,442</b>	<b>10,432</b>	<b>5,559</b>	<b>3,920</b>	<b>2,191</b>
202	Permanent Supplies	-	-	500	-	-	-
327	Other Service	340	340	339	375	339	340
389	Recycling Contract	20,668	18,348	17,747	28,000	11,905	24,350
<b>Operating Costs</b>		<b>21,008</b>	<b>18,688</b>	<b>18,586</b>	<b>28,375</b>	<b>12,243</b>	<b>24,690</b>
<b>Total Expenditures</b>		<b>31,414</b>	<b>28,129</b>	<b>29,018</b>	<b>33,934</b>	<b>16,163</b>	<b>26,881</b>
<b>Fund Balance Gain/Loss</b>		<b>8,447</b>	<b>12,435</b>	<b>12,056</b>	<b>4,791</b>	<b>9,266</b>	<b>10,919</b>
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>26,758</b>	<b>39,193</b>	<b>51,250</b>	<b>56,041</b>	<b>60,516</b>	<b>71,435</b>

**2000 Improvements Debt Service Fund 302**

	DEPT. 47200	2005	2006	2007	2008	As of Sept. 30	2009
<b>BEGINNING BALANCE</b>		325,255	277,614	225,793	208,422	208,422	114,064
<b>REVENUES:</b>							
36102 Penalties and Interest		13,277	10,708	8,168	-	5,151	-
36211 Investment Interest		4,746	6,928	8,052	5,000	2,832	5,000
36100 Special Assessments		55,473	27,335	38,597	51,739	19,739	30,826
<b>Total Revenue</b>		<b>73,496</b>	<b>44,971</b>	<b>54,816</b>	<b>56,739</b>	<b>27,721</b>	<b>35,826</b>
<b>EXPENDITURES:</b>							
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
<b>Total Expenditures</b>		<b>121,137</b>	<b>121,793</b>	<b>122,186</b>	<b>122,433</b>	<b>122,080</b>	<b>122,070</b>
<b>Fund balance gain/loss</b>		<b>(47,641)</b>	<b>(76,822)</b>	<b>(67,370)</b>	<b>(65,694)</b>	<b>(94,358)</b>	<b>(86,244)</b>
39200 Transfers In		-	25,000	50,000	-	-	30,000
710 Transfers Out		-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>277,614</b>	<b>225,793</b>	<b>208,422</b>	<b>142,729</b>	<b>114,064</b>	<b>57,820</b>

DEPT. 47200  
 36102  
 36211  
 36100  
 601  
 611  
 621  
 Total Expenditures  
 Fund balance gain/loss  
 Transfers In  
 Transfers Out  
 Ending Fund Balance



**2002 Improvements Debt Service Fund 303**

	2005	2006	2007	2008	2008	2009
<b>DEPT. 47200</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>As of Sept. 30</b>	<b>Proposed</b>
<b>BEGINNING BALANCE</b>	353,695	503,529	418,623	372,016	372,016	245,001
<b>REVENUES:</b>						
36102 Penalties & Interest	-	6,551	5,484	-	3,945	-
36211 Investment Interest	8,847	14,942	16,869	7,500	6,735	7,000
36100 Special Assessments	39,988	11,895	30,396	43,150	12,561	21,758
<b>Total Revenue</b>	<b>48,835</b>	<b>33,388</b>	<b>52,749</b>	<b>50,650</b>	<b>23,241</b>	<b>28,758</b>
<b>EXPENDITURES:</b>						
601 Bond Principal	115,000	110,000	110,000	115,000	115,000	115,000
601 Bond Interest	45,915	42,403	38,690	34,609	34,609	30,153
621 File Maintenance Charges	640	892	666	1,000	647	1,000
<b>Total Expenditures</b>	<b>161,555</b>	<b>153,294</b>	<b>149,356</b>	<b>150,609</b>	<b>150,256</b>	<b>146,153</b>
<b>Fund Balance Gain/Loss</b>	<b>(112,720)</b>	<b>(119,906)</b>	<b>(96,607)</b>	<b>(99,958)</b>	<b>(127,015)</b>	<b>(117,395)</b>
39200 Transfers In	262,554	35,000	50,000	-	-	-
710 Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>503,529</b>	<b>418,623</b>	<b>372,016</b>	<b>272,057</b>	<b>245,001</b>	<b>127,606</b>

**2003 Improvements Debt Service Fund 304**

		DEPT. 47200					
		2005	2006	2007	2008	As of Sept. 30	2009
		Actual	Actual	Actual	Adopted	Proposed	
<b>BEGINNING BALANCE</b>		108,682	220,820	225,141	229,535	149,494	
<b>REVENUES:</b>							
36102	Penalties & Interest	-	12,282	10,745	-	6,928	-
36211	Investment Interest	8,244	14,200	20,243	7,000	9,866	7,000
36100	Special Assessments	100,914	35,445	44,053	49,470	21,772	34,981
<b>Total Revenue</b>		<b>109,158</b>	<b>61,927</b>	<b>75,041</b>	<b>56,470</b>	<b>38,567</b>	<b>41,981</b>
<b>EXPENDITURES:</b>							
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
<b>Total Expenditures</b>		<b>28,599</b>	<b>127,606</b>	<b>120,646</b>	<b>120,980</b>	<b>118,608</b>	<b>116,705</b>
<b>Fund Balance Gain/Loss</b>		<b>80,559</b>	<b>(65,679)</b>	<b>(45,606)</b>	<b>(64,510)</b>	<b>(80,041)</b>	<b>(74,724)</b>
39200	Transfers In	35,000	70,000	50,000	-	-	-
710	Transfers Out	3,421	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>220,820</b>	<b>225,141</b>	<b>229,535</b>	<b>165,025</b>	<b>149,494</b>	<b>74,770</b>

**Street Improvement Fund 401**

	2005	2006	2007	2008	2008	2009
DEPT. 48401	Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>BEGINNING BALANCE</b>	351,103	366,029	388,648	487,421	487,421	445,645
<b>REVENUES:</b>						
36211 Investment Interest	8,787	15,238	18,902	10,000	11,293	10,000
36102 Penalties & Interest	9,056	13,826	-	-	-	-
36100 Special Assessments	(2,917)	34,319	-	-	-	-
<b>Total Revenue</b>	<b>14,926</b>	<b>63,383</b>	<b>18,902</b>	<b>10,000</b>	<b>11,293</b>	<b>10,000</b>
<b>EXPENDITURES:</b>						
328 Street Repair	-	40,599	-	60,000	46,944	-
Street Reconstruction	-	-	-	-	-	-
Streetscaping	-	-	-	-	-	40,000
Engineering	-	165	-	5,500	6,125	5,500
Trees	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>40,764</b>	<b>-</b>	<b>65,500</b>	<b>53,069</b>	<b>45,500</b>
<b>Fund Balance Gain/Loss</b>	<b>14,926</b>	<b>22,619</b>	<b>18,902</b>	<b>(55,500)</b>	<b>(41,776)</b>	<b>(35,500)</b>
39200 Transfers In	-	-	79,871	-	-	-
710 Transfers Out	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>366,029</b>	<b>388,648</b>	<b>487,421</b>	<b>431,921</b>	<b>445,645</b>	<b>410,145</b>

**General Capital Improvement Fund 402**

DEPT. 48000	2005	2006	2007	2008	2008	2008	2009
<b>BEGINNING BALANCE</b>	Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed	
	200,739	190,717	169,678	168,351	168,351	82,064	
<b>REVENUES:</b>							
Investment Interest	4,551	6,710	8,330	4,000	3,713	2,500	
Depreciation	-	-	-	10,000	-	-	
Other	-	510	-	-	-	-	
<b>Total Revenue</b>	<b>4,551</b>	<b>7,220</b>	<b>8,330</b>	<b>14,000</b>	<b>3,713</b>	<b>2,500</b>	
<b>EXPENDITURES:</b>							
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	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>28,666</b>	<b>37,509</b>	<b>9,657</b>	<b>-</b>	<b>-</b>	<b>41,000</b>	
<b>Fund Balance Gain/Loss</b>	<b>(24,114)</b>	<b>(30,289)</b>	<b>(1,327)</b>	<b>14,000</b>	<b>3,713</b>	<b>(38,500)</b>	
Transfers In	14,092	9,251	-	-	-	-	-
Transfers Out	-	-	-	90,000	90,000	90,000	-
<b>Ending Fund Balance</b>	<b>190,717</b>	<b>169,678</b>	<b>168,351</b>	<b>92,351</b>	<b>82,064</b>	<b>43,564</b>	

39200 710

562 560 550 543 540 538 535 532 531 530 523 521 520 510

39999 36211

**STORM SEWER IMPROVEMENT FUND 403**

DEPT. 48403		2005	2006	2007	2008	2008	2009
BEGINNING BALANCE		Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
		140,135	161,695	193,637	193,637	172,637	144,454
<b>REVENUES:</b>							
37300	Storm Sewer Fee		49,668			(2,689)	
36211	Investment Interest		9,002		10,000	4,822	8,000
39999	Other						
<b>EXPENDITURES:</b>							
101	Reg. FT Employees		30,557				
102	On-Call Pay						
121	PERA Contributions		1,683				
122	FICA Contributions		2,112				
131	Group Insurance		2,584				
151	Workers Compensation						
304	Engineering		6,303			9,816	
327	Other Services		401	129			
444	Contingency Funds	1,295					
554	Storm System Repairs				11,000		
	NPDES Phase II Permit		500			500	
	<b>Total Personnel Costs</b>		36,935				
	Engineering						
	Other Services						
	Contingency Funds	1,295					
	Storm System Repairs				11,000		
	NPDES Phase II Permit		500			500	
	<b>Other General Costs</b>	1,295	401	6,932	11,000	10,316	500
	Total Expenditures	1,295	401	43,867	11,000	10,316	500
39200	Fund Balance Gain/Loss	(1,295)	(401)	14,803	(1,000)	(8,183)	7,500
	Transfers In	4,092	9,521				
710	Transfers Out				20,000	20,000	
	<b>Ending Fund Balance</b>	161,695	193,637	193,637	172,637	144,454	151,954

**Park Improvement Fund 404**

DEPT. 48404		2005	2006	2007	2008	As of Sept. 30	2008	2009
BEGINNING BALANCE		Actual	Actual	Actual	Adopted	As of Sept. 30	Adopted	proposed
REVENUES:		117,618	133,857	47,853	127,638	127,638	127,638	163,876
33130	Grants	-	-	-	-	-	-	-
36230	Donations	-	-	-	-	-	-	-
36211	Investment Interest	2,770	4,538	2,834	1,500	2,905	2,905	1,800
<b>Total Revenue</b>		<b>2,770</b>	<b>4,538</b>	<b>2,834</b>	<b>1,500</b>	<b>2,905</b>	<b>2,905</b>	<b>1,800</b>
<b>EXPENDITURES:</b>								
304	Engineering	-	28,082	10,716	-	15,847	-	-
510	Land	-	-	-	-	-	-	-
524	Picnic Shelter	-	-	-	-	-	-	4,000
525	Playground (CDBG)	-	-	151	-	-	-	34,000
526	Park Path (CDBG)	-	-	-	-	-	-	-
527	Gen. Park Improvements	-	1,681	1,369	90,000	55,480	15,000	-
528	Court Improvements	-	66,917	105,434	-	-	-	-
<b>Total Expenditures</b>		<b>-</b>	<b>96,680</b>	<b>117,670</b>	<b>90,000</b>	<b>71,327</b>	<b>53,000</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>		<b>2,770</b>	<b>(92,142)</b>	<b>(114,836)</b>	<b>(88,500)</b>	<b>(68,422)</b>	<b>(51,200)</b>	<b>-</b>
39200	Transfers In	13,469	6,138	194,621	90,000	104,660	42,871	-
710	Transfers Out	-	-	-	-	-	-	-
<b>Ending Fund Balance</b>		<b>133,857</b>	<b>47,853</b>	<b>127,638</b>	<b>129,138</b>	<b>163,876</b>	<b>155,547</b>	<b>-</b>

**TIF Project Fund 405**

DEPT. 48500		2005	2006	2007	2008	2008	2009
BEGINNING BALANCE		Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
<b>REVENUES:</b>		74,287	288,875	370,679	389,593	389,593	388,778
36211	Investment Interest	590	14,024	19,927	10,000	13,183	10,000
31050	Tax increment	-	67,617	148,354	149,000	74,781	135,000
31051	Delinquent Tax increment	-	827	855	-	1,959	-
<b>Total Revenue</b>		<b>590</b>	<b>82,469</b>	<b>169,136</b>	<b>159,000</b>	<b>89,923</b>	<b>145,000</b>
<b>EXPENDITURES:</b>							
101	FT Employees	3,414	-	-	-	-	-
121	PERA Contribution	228	-	-	-	-	-
122	FICA Contribution	317	-	-	-	-	-
131	Group Insurance	171	-	-	-	-	-
133	Life Insurance	-	-	-	-	-	-
<b>Total Personnel Costs</b>		<b>4,130</b>					
305	Legal Fees	-	-	-	-	-	-
327	Other Services	1,434	664	713	300,000	738	-
325	Other Imp. (Larpenneur)	-	-	-	-	-	-
<b>General operating costs</b>		<b>1,434</b>	<b>664</b>	<b>713</b>	<b>300,000</b>	<b>738</b>	<b>-</b>
<b>Total Expenditures</b>		<b>5,564</b>	<b>664</b>	<b>713</b>	<b>300,000</b>	<b>738</b>	<b>-</b>
<b>Fund Balance Gain/Loss</b>		<b>(4,974)</b>	<b>81,804</b>	<b>168,423</b>	<b>(141,000)</b>	<b>89,185</b>	<b>145,000</b>
39200	Transfers In	219,562	-	5,203	-	-	-
710	Transfers Out	-	-	154,713	-	90,000	-
<b>Ending Fund Balance</b>		<b>288,875</b>	<b>370,679</b>	<b>389,593</b>	<b>248,593</b>	<b>388,778</b>	<b>533,778</b>

**Sewer Improvement Fund 407**

DEPT. 48407		2005	2006	2007	2008	2008	2009
BEGINNING BALANCE		Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed
36211	Investment Interest	1,660	3,402	8,003	7,500	8,787	4,000
36100	Special Assessments	-	-	-	-	-	-
	<b>EXPENDITURES:</b>						
	Total Revenue	1,660	3,402	8,003	7,500	8,787	4,000
304	Engineering	-	-	-	-	-	-
544	Other	-	-	-	-	-	-
	Total Expenditures	-	-	-	-	-	-
	Fund Balance Gain/Loss	1,660	3,402	8,003	7,500	8,787	4,000
39200	Transfers In	-	-	235,195	-	-	-
710	Transfers Out	-	-	-	-	-	-
	Ending Fund Balance	83,402	86,804	330,002	337,502	338,789	342,789



## Sanitary Sewer Enterprise Fund 601

DEPT. 49000	2005	2006	2007	2008	As of Sept. 30	Proposed	2009
<b>REVENUES:</b>							
37210 Sewer Charges	224,113	225,662	223,878	225,500	167,588	225,500	
36211 Investment Interest	5,416	12,667	12,212	2,500	3,354	5,000	
36250 Refunds/Reimbursements	-	-	-	-	-	-	
37230 Penalties	-	-	-	-	-	-	
63255 Miscellaneous	25,795	-	-	-	-	-	
39101 Sale of Assets	3,000	-	-	-	-	-	
<b>Total Revenues</b>	<b>258,325</b>	<b>238,329</b>	<b>236,090</b>	<b>228,000</b>	<b>170,942</b>	<b>230,500</b>	
<b>EXPENDITURES:</b>							
101 Reg. FT Employees	33,684	35,657	42,136	18,778	13,672	22,460	
102 On-Call Pay	14,858	15,114	15,053	11,900	8,566	17,000	
121 PERA Contributions	2,821	3,046	3,287	2,071	1,443	2,762	
122 FICA Contributions	4,094	4,074	4,110	2,347	1,801	3,019	
131 Group Insurance	4,331	4,298	5,116	2,346	1,917	2,808	
151 Worker's Comp.	3,380	3,278	3,955	2,080	788	2,586	
201 General Supplies	-	-	-	-	-	-	
212 Motor Fuels	301	258	450	275	255	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	-	250	
308 Training/Conferences	-	540	580	550	-	550	
315 Sewer Jetting	-	-	42	1,500	-	1,500	
316 Sewer Televising	-	-	-	2,500	11,018	2,500	
331 Travel Expenses	-	-	49	50	-	50	
327 Other Services	8,546	6,214	8,541	5,000	472	5,000	
327 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	96,322	130,000	
391 Telephones/Pagers	280	366	459	150	162	250	
402 City Truck Repair/Maint.	139	-	-	250	-	250	
425 Clothing	1,386	1,414	1,460	750	568	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	
<b>General Operating Costs</b>	<b>131,450</b>	<b>124,896</b>	<b>127,051</b>	<b>150,300</b>	<b>111,855</b>	<b>169,615</b>	
<b>Total Expenses</b>	<b>194,618</b>	<b>190,363</b>	<b>200,708</b>	<b>189,822</b>	<b>140,042</b>	<b>220,250</b>	
<b>Fund Gain/Loss</b>	<b>63,707</b>	<b>47,966</b>	<b>35,382</b>	<b>38,178</b>	<b>30,900</b>	<b>10,250</b>	
39200 Transfers In	-	-	-	-	-	-	
710 Transfers Out	-	-	235,195	-	-	-	
<b>Ending Fund Balance</b>	<b>286,326</b>	<b>334,291</b>	<b>134,478</b>	<b>172,656</b>	<b>165,378</b>	<b>175,628</b>	

**Storm Sewer Enterprise Fund 602**

DEPT. 48403	2005	2006	2007	2008	As of Sept. 30	2008	2009
BEGINNING BALANCE	Actual	Actual	Actual	Adopted	As of Sept. 30	Proposed	Proposed
REVENUES:	-	-	-	20,000	43,030	69,863	69,863
Storm Sewer Fee	50,364	47,919	-	47,000	31,212	47,000	47,000
Investment Interest	3,316	6,578	-	500	237	500	500
Other	-	-	-	-	-	-	-
39999	-	-	-	-	-	-	-
37300	50,364	47,919	-	47,000	31,212	47,000	47,000
36211	3,316	6,578	-	500	237	500	500
39999	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>53,680</b>	<b>54,497</b>	<b>-</b>	<b>47,500</b>	<b>31,448</b>	<b>47,500</b>	<b>47,500</b>
<b>EXPENDITURES:</b>							
101	28,030	25,602	-	17,996	7,996	20,119	20,119
Reg. FT Employees							
102	-	-	-	1,215	2,706	2,000	2,000
On-Call Pay							
121	1,572	1,536	-	1,377	959	1,548	1,548
PERA Contributions							
122	2,273	2,044	-	1,377	1,199	1,692	1,692
FICA Contributions							
131	3,041	2,223	-	2,070	1,297	2,520	2,520
Group Insurance							
151	-	-	-	1,185	788	1,399	1,399
Workers Compensation							
201	-	-	-	-	-	-	-
General Supplies							
212	-	-	-	275	255	500	500
Motor Fuels							
227	-	-	-	125	51	125	125
Tools & Equipment							
228	-	-	-	250	-	250	250
Misc. Repairs/Maint/Supply							
301	-	-	-	1,400	1,350	1,700	1,700
Auditing							
304	-	-	-	250	-	250	250
Engineering							
308	-	-	-	550	-	500	500
Training/Conferences							
327	-	-	-	5,000	5,518	5,000	5,000
Other Services							
361	-	-	-	1,250	1,390	1,365	1,365
General Liability							
391	-	-	-	150	162	250	250
Telephones/Pagers							
402	-	-	-	250	-	250	250
City Truck Repair/Maint.							
425	-	-	-	750	568	800	800
Clothing							
438	-	-	-	-	375	-	-
Dues & Subscriptions							
442	-	-	-	-	-	5,000	5,000
Misc. (Public Education)							
444	-	-	-	1,000	-	1,000	1,000
Contingency Funds							
501	-	-	-	5,000	-	-	-
Depreciation							
540	-	-	-	-	-	-	-
Machinery & Equipment							
554	-	-	-	3,000	-	3,000	3,000
Storm System Repairs							
<b>Total General Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,250</b>	<b>9,669</b>	<b>19,990</b>	<b>19,990</b>
<b>Total Expenditures</b>	<b>34,917</b>	<b>31,406</b>	<b>-</b>	<b>44,470</b>	<b>24,615</b>	<b>49,268</b>	<b>49,268</b>
<b>Fund Balance Gain/Loss</b>	<b>18,763</b>	<b>23,091</b>	<b>-</b>	<b>3,030</b>	<b>6,833</b>	<b>(1,768)</b>	<b>(1,768)</b>
<b>Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>18,763</b>	<b>23,091</b>	<b>-</b>	<b>43,030</b>	<b>69,863</b>	<b>68,095</b>	<b>68,095</b>