

LAUDERDALE CITY COUNCIL MEETING AGENDA
TUESDAY, DECEMBER 9, 2008
7:30 P.M. CITY HALL
1891 WALNUT STREET

1. **ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVALS**
 - a. Minutes of the November 25, 2008, City Council Meeting.
 - b. Claims totaling \$74,205.94.
4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL**
5. **CONSENT**
 - a. 2009 Rental Housing Licenses
 - b. 2009 Investment Policy
 - c. 2009 Depository and Investment Institutions – Resolution 120908A
 - d. 2009 City Council Meeting Schedule
 - e. Emergency Radio Grant Application to Metropolitan Emergency Services Board (MESB)
 - f. Resident Reimbursement Arrangement with Cities of Falcon Heights & Roseville
 - g. PCIC Minutes from November 17, 2008
 - h. Pay Request #3 \$2,780.46 to Dunaway Construction for Hockey Rink Improvements
6. **SPECIAL ORDER OF BUSINESS/RECOGNITION/PROCLAMATIONS**
7. **PUBLIC HEARINGS** Public hearings are conducted so that the public affected by a proposal can have input in to the decision.
 - a. Ordinance Amendments for Retaining Walls Public Hearing
8. **REPORTS**
9. **DISCUSSION / ACTION**
 - a. 2009 Final Levy and Budget Adoption – Resolution 120908B
 - b. Ordinance Amendments for Retaining Walls – Resolution 120908C
 - c. TH280 Bridge Signal Lights – Execution of Mn/DOT Agreements – Resolution 120908D
 - d. 60th Anniversary Celebrations
 - e. Summer Recreation Opportunities
10. **ITEMS REMOVED FROM THE CONSENT AGENDA**
11. **ADDITIONAL ITEMS**
12. **SET AGENDA FOR NEXT MEETING**
 - a. 2009 Committee Appointments
 - b. 2009 Designation of Official Newspaper
 - c. 2009 Gas Station, Tree, Mechanical, Cigarette, and 3.2 Liquor Licenses
 - d. Travel Policies
 - e. 2009 Employees Wage Adjustment
 - f. 2009 Fee Schedule
 - g. Request by V. Matheny for Former Lift Station Property near 1974 Walnut Street
13. **WORK SESSION**
 - a. Discussion Regarding Lot Sizes Zoning
14. **ADJOURN**

FILE

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

Page 1 of 3

November 25, 2008

Mayor Dains called the meeting to order at 7:33 p.m.

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

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

Mayor Dains asked for additions, deletions, or changes to the meeting agenda. Mayor Dains added a discussion of Lauderdale's 60th anniversary as a city.

Councilor Doherty moved to approve the agenda with the addition. Councilor Christensen seconded the motion and it passed unanimously.

Councilor Doherty moved approval of the November 13, 2008, City Council minutes. Councilor Mac Lean seconded the motion and it passed unanimously.

Councilor Doherty moved approval of the claims totaling \$19,845.00. Councilor Mac Lean seconded the motion and it passed unanimously.

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

There being no one, Councilor Christensen moved the consent agenda approving 2009 rental housing licenses, an updated employment agreement with Colleen Callahan, architectural brown signal posts for the TH280 bridge project, and final payment to Allied Blacktop for the 2008 seal coat project. Councilor Mac Lean seconded the motion and it passed unanimously.

Butkowski provided summary budget information to the Council. She stated the general fund balanced at \$1,214,740. This includes a \$6,727 increase in the levy which totals \$558,381. Lauderdale homeowners with a median valued home (\$197,200) can expect to see a decrease in their property taxes for 2009 while higher valued homes will see a small increase in their property taxes.

In addition to the levy, Lauderdale will be receiving \$595,639 in local government aid. This offsets the public safety budget which totals \$636,849. The budget also allows for a \$31,000 transfer to the 2000 debt service fund and \$43,118 to the park improvement fund for planned park improvements. In addition to the park improvements, the Council

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

Page 2 of 3

budgeted for a replacement copier, tractor with attachments, and upgrades to the audio/visual equipment in the Council chambers.

Finally, the anticipated special funds revenue is \$688,499 with expenditures budgeted at \$859,467. This draws down city reserves by \$170,968 and largely supports the debt service payments.

Following the budget presentation, Mayor Dains opened the public hearing at 7:40 p.m. No one wished to address the Council regarding the 2009 budget. The public hearing was closed at 7:41 p.m.

Mayor Dains noted the budget looked complete; it was conservative and well-planned. He felt it reflected the Council's one step at a time approach. With no additional comments, the Council will set the final levy at the December City Council meeting.

Butkowski reported on the smoke testing completed in the southern half of the City. It only took one day but there was a significant finding. The cover of a sanitary sewer manhole was replaced with a storm sewer grate and the area modified to drain rain from a flat roof and the surrounding area to the manhole. The city engineer is calculating how much of the City's inflow problem may be attributed to this drain. The owners of the property would be notified; staff anticipates meeting with their staff soon to discuss the issue.

Butkowski introduced the Bolger Publications request. In the early 1990s, they worked with the City to divide a lot they purchased to contain contamination to one parcel. The property line they created divided a building into two portions. Bolgers now would like to renovate the building area on the second parcel from warehouse space to a production area. Per the building code, the renovation is not possible as a firewall must be built on the property line. After significant discussions between Dick and Charlie Bolger, Bolger's attorney, the city's attorney, and city staff including the commercial building inspector, an agreement was reached. The agreement allows the Bolger Publications to proceed with renovations but protects the interests of the City, namely in regard to liability and conditions of sale for the split parcels.

Mayor Dains asked Charlie Bolger why he didn't prefer combining the lots. He explained that would be a property sale thereby triggering a capital gains tax. The Mayor then asked if the business was doing well. Bolger responded it was, which is the reason for the renovation and hiring of additional employees.

Councilor Christensen moved to approve the deed restriction and encroachment easement agreement between Como Partnership, L.L.P., Francis Real Estate, Inc.,

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

Page 3 of 3

and the City of Lauderdale. Councilor Doherty seconded the motion and it passed unanimously.

The Mayor noted that Councilors Mac Lean and Christensen met with Butkowski to develop an employment agreement. The result of that discussion was included in the council packet along with a step schedule. Per the agreement, Butkowski would begin on step one of the schedule with a step increase after six months.

Councilor Doherty moved to approve the employment agreement with Heather Butkowski as presented. Councilor Mac Lean seconded the motion and it passed unanimously.

A discussion of the city's 60th anniversary was added to the agenda. Mayor Dains describes how the 50th anniversary was celebrated including speeches from state and federal representatives. Preliminarily, the Council discussed celebrating the anniversary during Day in the Park. The Council members agreed to bring ideas for recognizing the 60th anniversary to the next meeting for discussion.

Butkowski read the agenda items for the next meeting which include: 2009 budget adoption, 2009 investment policy, 2009 rental housing licenses, 2009 fee schedule, 2009 city council meeting schedule, and an ordinance amendment for retaining walls. Mayor Dains added a work session item regarding future lot splits.

Councilor Doherty moved to adjourn the meeting. Councilor Mac Lean seconded the motion and it carried. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Heather Butkowski
Acting City Administrator

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

December 9, 2008 City Council Meeting

<u>Payroll</u>		
11/28/08 Payroll:	Direct Deposit # 500650-500659	\$8,002.56
11/28/08 Payroll:	Payroll Liabilities, e-payments 309E-312E	\$6,067.19
<u>Vendor Claims</u>		
12/09/08 Claims:	Check #s 19471-19491	\$60,136.19

Subtotal of Claims From Above **\$74,205.94**

Hocky Rink Project Payment #3 - #19492 **\$2,780.46**

Total Claims for Approval	\$76,986.40
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CITY OF LAUDERDALE

12/03/08 12:55 PM

Page 1

Payments

Current Period: DECEMBER 2008

Batch Name	112808Pay	Computer Dollar Amt	\$6,067.19	Posted	
Refer	586 ICMA RETIREMENT TRUST - 457	Ck# 000309E	12/1/2008		
Cash Payment	G 101-21705 ICMA RETIREMENT	11/28/08 Payroll			\$1,215.57
Invoice					
Transaction Date	12/1/2008	Due 0 NORTH STAR CHEC	10100	Total	\$1,215.57
Refer	587 PERA	Ck# 000310E	12/2/2008		
Cash Payment	G 101-21704 PERA	11/28/08 Payroll			\$1,157.60
Invoice					
Transaction Date	12/1/2008	Due 0 NORTH STAR CHEC	10100	Total	\$1,157.60
Refer	588 NORTH STAR BANK, CHECKING S	Ck# 000311E	12/2/2008		
Cash Payment	G 101-21703 FICA WITHHOLDING.	11/28/08 Payroll			\$1,857.34
Invoice					
Cash Payment	G 101-21701 FEDERAL TAXES	11/28/08 Payroll			\$975.06
Invoice					
Transaction Date	12/1/2008	Due 0 NORTH STAR CHEC	10100	Total	\$2,832.40
Refer	589 MN DEPARTMENT OF REVENUE	Ck# 000312E	12/2/2008		
Cash Payment	G 101-21702 STATE WITHHOLDING	11/08 State Withholding			\$861.62
Invoice					
Transaction Date	12/1/2008	Due 0 NORTH STAR CHEC	10100	Total	\$861.62
Fund Summary				BATCH Total	\$6,067.19
	101	10100 NORTH STAR CHECKING			\$6,067.19
					\$6,067.19

Pre-Written Checks	\$6,067.19
Checks to be Generated by the Compute	\$0.00
Total	\$6,067.19

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

DECEMBER 2008

		Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING				
Paid Chk# 019471 12/9/2008 AFSCME				
G 101-21709	UNION DUES	\$69.40		11/08 Monthly Dues
Total AFSCME		\$69.40		
Paid Chk# 019472 12/9/2008 BONESTROO, ROSENE, ANDERLIK				
E 101-43000-304	ENGINEERING	\$299.00		10/08 engineering services - g
E 401-48401-304	ENGINEERING	\$1,307.00		10/08 engineering services - E
E 404-48404-304	ENGINEERING	\$526.00		10/08 engineering services - R
Total BONESTROO, ROSENE, ANDERLIK		\$2,132.00		
Paid Chk# 019473 12/9/2008 CINTAS				
E 602-49100-425	CLOTHING	\$33.66	470198071	PW Clothing
E 601-49000-425	CLOTHING	\$33.66	470198071	PW Clothing
Total CINTAS		\$67.32		
Paid Chk# 019474 12/9/2008 CITY OF ROSEVILLE				
E 101-41200-306	CONSULTING FEES	\$263.33	0009223	12/08 IT Services
Total CITY OF ROSEVILLE		\$263.33		
Paid Chk# 019475 12/9/2008 CITY OF ST ANTHONY				
E 101-42100-319	POLICE CONTRACT	\$45,675.00	2096	12/08 Police Service
Total CITY OF ST ANTHONY		\$45,675.00		
Paid Chk# 019476 12/9/2008 GLENWOOD INGLEWOOD				
E 101-41200-208	WATER DELIVERY	\$4.79		11/08 water cooler rental
Total GLENWOOD INGLEWOOD		\$4.79		
Paid Chk# 019477 12/9/2008 HAMLINE UNIVERSITY - GLOBAL ED				
E 602-49100-438	DUES & SUBSCRIPTIONS	\$500.00		'09 Minnesota Water - Keep it
Total HAMLINE UNIVERSITY - GLOBAL ED		\$500.00		
Paid Chk# 019478 12/9/2008 HUGHES & COSTELLO				
E 101-42100-355	MISC PRINTING/PROCESS SER	\$285.50		12/08 Legal Services
E 101-42100-305	LEGAL FEES	\$850.00		12/08 Legal Services
Total HUGHES & COSTELLO		\$1,135.50		
Paid Chk# 019479 12/9/2008 ICMA				
E 101-41200-438	DUES & SUBSCRIPTIONS	\$175.00	514792	HB 09 Membership Dues
Total ICMA		\$175.00		
Paid Chk# 019480 12/9/2008 INFRASTRUCTURE TECHNOLOGIES				
E 601-49000-327	OTHER SERV- SEWER/NPDES I	\$1,575.00	PR80983	Sanitary Sewer Smoke Test 1
Total INFRASTRUCTURE TECHNOLOGIES		\$1,575.00		
Paid Chk# 019481 12/9/2008 KENNEDY & GRAVEN				
G 101-22221	RYSGAARD REPLAT ESCROW	\$1,167.50		10/08 legal services - Rysgaard
E 101-41200-305	LEGAL FEES	\$961.00		10/08 legal services - general

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

DECEMBER 2008

		Check Amt	Invoice	Comment
Total KENNEDY & GRAVEN		\$2,128.50		
Paid Chk# 019482	12/9/2008 LMC			
E 101-41100-438	DUES & SUBSCRIPTIONS	\$2,093.00	124553	lmc annual dues
Total LMC		\$2,093.00		
Paid Chk# 019483	12/9/2008 MINNESOTA POLLUTION CONTROL AG			
E 601-49000-308	TRAINING\CONFERENCES	\$280.00		JH Collection System Oper. Con
E 601-49000-308	TRAINING\CONFERENCES	\$280.00		DH Collection System Oper. Con
Total MINNESOTA POLLUTION CONTROL AG		\$560.00		
Paid Chk# 019484	12/9/2008 ONE CALL CONCEPTS			
E 101-43400-386	GOPHER STATE ONE CALL	\$20.45	8110622	11/08 Locate Tickets
Total ONE CALL CONCEPTS		\$20.45		
Paid Chk# 019485	12/9/2008 PARK SERVICE			
E 601-49000-212	MOTOR FUELS	\$14.53		11/08 Motor Fuels
E 602-49100-212	MOTOR FUELS	\$14.53		11/08 Motor Fuels
E 101-43000-212	MOTOR FUELS	\$67.79		11/08 Motor Fuels
Total PARK SERVICE		\$96.85		
Paid Chk# 019486	12/9/2008 POSTMASTER - NEWSLETTER			
E 101-41200-203	POSTAGE	\$325.00		Jan/Feb Newsletter
Total POSTMASTER - NEWSLETTER		\$325.00		
Paid Chk# 019487	12/9/2008 POSTMASTER - STAMPS			
E 101-41200-203	POSTAGE	\$126.00		3 rolls of stamps
Total POSTMASTER - STAMPS		\$126.00		
Paid Chk# 019488	12/9/2008 RAMSEY COUNTY, PROP REC & REV			
E 101-42100-442	MISC	\$505.92	EMCOM-00028	11/08 911 Dispatch Services
G 101-21706	HEALTH INSURANCE	\$282.60	RISK-001205	12/08 Insurance
E 101-41200-355	MISC PRINTING/PROCESS SER	\$20.00	RISK-001205	12/08 Insurance
Total RAMSEY COUNTY, PROP REC & REV		\$808.52		
Paid Chk# 019489	12/9/2008 RELIAKOR SERVICES			
E 101-43000-314	STREET SWEEPING	\$2,272.30	092946	08 fall street sweep
Total RELIAKOR SERVICES		\$2,272.30		
Paid Chk# 019490	12/9/2008 SUBURBAN ACE HARDWARE			
E 101-43000-228	MISC REPAIRS MAINT SUPPLIE	\$4.79		fastners
E 101-45200-228	MISC REPAIRS MAINT SUPPLIE	\$8.50		Bungee cord
Total SUBURBAN ACE HARDWARE		\$13.29		
Paid Chk# 019491	12/9/2008 WASTE MANAGEMENT			
E 101-43000-384	REFUSE DISPOSAL	\$94.94	4803392-0500-	12/08 Waste Pick Up
Total WASTE MANAGEMENT		\$94.94		
10100 NORTH STAR CHECKING		\$60,136.19		

CITY OF LAUDERDALE
*Check Detail Register©

DECEMBER 2008

	Check Amt	Invoice	Comment
Fund Summary			
			10100 NORTH STAR CHECKING
101 GENERAL	\$55,571.81		
401 CAPITAL IMPROVEMENT STREETS	\$1,307.00		
404 PARK IMPROVEMENT	\$526.00		
601 SEWER UTILITIES	\$2,183.19		
602 STORM SEWER ENTERPRISE FUND	\$548.19		
	<hr/>		
	\$60,136.19		

CITY OF LAUDERDALE

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Page 1

Payments

Current Period: DECEMBER 2008

Batch Name rinkpay3
Payment Computer Dollar Amt \$2,780.46 Posted

Refer 602 DUNAWAY CONSTRUCTION
Cash Payment E 404-48404-527 GENERAL PARK IMPR hockey rink project payment #3 \$2,780.46

Invoice
Transaction Date 12/5/2008 Due 0 NORTH STAR CHEC 10100 Total \$2,780.46

Fund Summary BATCH Total \$2,780.46
404 10100 NORTH STAR CHECKING \$2,780.46
\$2,780.46

Pre-Written Checks	\$0.00
Checks to be Generated by the Compute	\$2,780.46
Total	\$2,780.46

LAUDERDALE COUNCIL ACTION FORM

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

MEETING DATE	<u>December 09, 2008</u>
AGENDA NUMBER	<u>5A Rental Housing Licenses</u>
DESCRIPTION	<u>2009 Rental Housing Licenses</u>

BACKGROUND OR PAST COUNCIL ACTION
Attached is the list of rental property owners that successfully completed the rental housing inspection process or renewed their license for 2009 and do not need an inspection this year.

OPTIONS

STAFF RECOMMENDATION
Approve rental housing licenses for 2009.

COUNCIL ACTION

MOTION BY _____

SECOND _____

STAFF ACTION

LAUDERDALE COUNCIL ACTION FORM

Rental properties successfully completed the application process

- ❖ Aaron Aaserude, 1962 Malvern Street
- ❖ Scott O'Brien, 1857 Eustis Street
- ❖ Richard and Michelle Swanson, 2375-2377 Roselawn Avenue
- ❖ City Gables AJZ, LLC, 1609-1611 Pleasant
- ❖ Daniel Busse, 1768 Eustis Street

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 9, 2008
ITEM NUMBER 5B 2009 Investment Policy
STAFF INITIAL BAB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council reviews and updates the City's Investment Policy in order to keep the Investment Policy current and applicable to the City's needs. The FDIC limits changed for 2009 but I did not change the language in the investment policy because staff will continue purchasing investments not to exceed \$100,000 at maturity.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the council is adopting the 2008 Investment Policy as presented.

COUNCIL ACTION:

City of Lauderdale

2009 Investment Policy

1.0 Policy:

It is the policy of the City of Lauderdale to invest public funds in a manner which will provide the highest investment return with the maximum security - while meeting the daily cash flow demands of the City in accordance with all state and local statutes governing the investment of public funds.

2.0 Definitions:

Investment Designee - the investment designee is an employee of the City designated by the City Administrator to perform the investment function within the provisions set forth in this policy and in Minnesota State Statutes.

3.0 Scope:

This investment policy applies to all financial assets of Lauderdale. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

101	General Fund
201-203	Special Revenue Funds
301-304	Debt Service Funds
401-413	Capital Improvement Funds
601-602	Sewer and Storm Sewer Funds

4.0 Objectives:

1. Liquidity: The City Administrator or investment designee shall assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, and debt service.

2. Safety: Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required. Speculation is prohibited.

3. Return: The investment portfolio shall be designated to attain a market average rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio.

5.0 Prudence:

All investment transactions shall be made with a degree of judgment and care. The standard of prudence, meaning not for speculation and with consideration of the probable safety of the capital as well as the probable investment return derived from assets, will be applied in all investment transactions.

6.0 Cash Management Procedures:

Cash management is essential to a good investment program. The City Administrator has responsibility to organize and establish procedures for effective cash management, based on the following guidelines:

1. Cash flow projections will be prepared at the beginning of each budget year.
2. At a minimum the checking account balance of the City shall always be kept at the amount necessary to cover outstanding checks.
3. All investments will be made with the intent they will be held to maturity.
4. At least three bids will be sought for each security purchased.
5. Each morning a cash balance will be prepared based on cash received the previous day, warrants paid the previous day, and sizable checks or wire transfers which present investment opportunity.
6. Each morning, the investment records will be reviewed and updated as investments mature or are purchased.
7. Each month the investment records will be balanced to the financial records.
8. Each month, the investment designee shall submit an investment report to the City Administrator.
9. Interest Earnings will be allocated to the various City funds monthly (see section 9).
10. Within 30 days of the end of each quarter, the City Administrator or investment designee shall submit an investment report to the City Council that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall explain the quarter's total investment return and compare the return with

budgetary expectations. The report will include an appendix that discloses all transactions during the past quarter.

11. Each quarterly report shall indicate areas of policy concern and suggested or planned revision of investment strategies.

12. Within 40 days of the end of the fiscal year, the City Administrator or investment designee shall present a comprehensive annual report to the City Council on the investment program and investment activity. The annual report shall include 12 months and separate quarterly comparisons of return and shall suggest policies and improvements that might be made in the investment program.

7.0 Authorized and Suitable Investments: - See Appendix A for Complete Definitions

1. It is the policy of the City of Lauderdale that available funds be invested at the best rates obtainable at the time of investment in conformance with the legal and administrative guideline outlined herein. U.S. Treasury Obligations and Federal Agency Securities will be given preference when the yields are equal to or greater than alternative investments.

2. The City of Lauderdale shall exclude mortgage derivative products that are "high risk" per Minnesota Statute 118A.04. Documentation of compliance (the results of three separate independent statutory (Impact) tests all indicating that the security is not "High Risk") will be kept on file for auditing and review purposes.

3. The investments of the City of Lauderdale will be made in accordance with Minnesota statutes and be further restricted to the following:

a. United States Treasury Obligations

b. Federal Agencies Securities

c. Repurchase Agreements (Repo's) - Repo transactions are restricted to:

1. A primary reporting dealer in U.S. government securities who reports to the Federal Reserve Bank of New York, or

2. National or state banks in the U.S. which is a member of the Federal Reserve system and whose combined capital and surplus equals or exceeds \$10,000,000.

3. A securities broker-dealer having its primary executive office in Minnesota and licensed pursuant to Chapter 80A, or an affiliate of it, registered by the SEC and maintaining a combined capital and surplus of \$40,000,000 or more, exclusive of subordinated debt.

4. The City of Lauderdale shall receive a confirmation/safekeeping receipt with a complete description of the collateral on the Repo.

d. Certificates of Deposit

1. All Certificates of Deposit purchased by the City of Lauderdale are secured by FDIC Insurance. Amounts in excess of \$100,000 (maximum insured) shall be secured in accordance with Minnesota Statutes.

e. Bankers Acceptances

1. Banker's Acceptances shall be restricted to the 50 largest banks in the United States (as measured by deposits). Investments in banker's acceptances shall not be made if news leads offer concerns over the financial condition of these banks.

2. The broker, dealer, or bank shall verify that the banker's acceptance is eligible for purchase by the Federal Reserve System.

f. Commercial Paper

1. Commercial Paper shall be restricted to issues that mature in 270 days or less with a rating of A-1 (Moody's), P-1 (Standard & Poors), or F-1 (Fitch) among at least two of these three rating agencies.

g. Money Market Funds

1. The fund shall consist of United States Treasury obligations and federal agency issues and be consistent with the City of Lauderdale's objective of preservation of capital.

3. Safekeeping - Investments may be held with:

1. Any Federal Reserve bank.
2. Any bank authorized under the laws of the United States or any State to exercise corporate trust powers, including but not limited to the bank from which the investment is purchased.
3. A primary reporting dealer in United States government securities whom reports to the Federal Reserve Bank of New York.
4. A securities broker-dealer as described in section 7.2, subpart c: 3.

The City's ownership of all securities in which the fund is invested shall be evidenced by a written acknowledgment identifying the securities by name of issue, maturing date, interest rate, and serial number or other distinguishing mark.

8.0 Diversification:

The City Administrator or investment designee shall diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific investments, individual financial institutions, or maturities. Diversification strategies shall be determined and revised periodically by the City Council for all funds.

1. Institutions - Diversity between financial institutions used.

a. No more than 60% of the investment portfolio, or \$2,000,000 (whichever is less) shall be invested with any one investment company.

b. No funds may be invested in any one investment company in excess of the amount insured by it.

2. Maturities - Diversity in length of maturities.

a. Investments shall be made to assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable, debt service, and planned projects.

b. No investments shall be made with a term over 10 years unless with prior approval from the City Council.

3. Investments - The City should maintain a diversity of investments.

a. With the exception of U.S. Treasury securities, authorized pools, and Federal Agencies (backed by the full faith and credit of the U.S. Government) - no more than 50% of the entity's total investment portfolio may be invested any one of the following: Repurchase Agreements, Certificates of Deposit, Banker's Acceptances, or Commercial Paper.

9.0 Pooling of Investments:

For the purposes of making the maximum amount of funds available for investment, the cash for all City funds is pooled in an investment account. Interest earnings are allocated among the various funds based upon their average cash balance.

10.0 Authorized Financial Dealers & Institutions:

1. At the beginning of each year, the City Council approves depositories and investment firms.

2. All dealers and institutions must qualify as set out in Section 7.3, subpart c.

3. A current annual statement shall be kept on file for each bank, broker, or dealer with whom business is done.
4. All dealers and institutions must have at least \$500,000 of Securities Investor Protection Corporation (SIPC) insurance.
5. Before engaging in investment transactions with the City of Lauderdale, the supervising officer at the securities broker/dealer shall submit a certification of "Notification to Broker and Certification by Broker Pursuant To Minnesota Statute 118A.04". Said certification will state that the broker/dealer has reviewed the investment policies and objectives, as well as applicable state law, and agrees to disclose potential conflicts or risk to public funds that might arise out of business transactions between the securities broker/dealer firm and the City of Lauderdale. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City of Lauderdale's funds.
6. The City will minimize investment Custodial Credit Risk by permitting brokers that obtained investments for the City to hold them only to the extent there is SIPC and excess SIPC coverage available. Securities purchased that exceed available SIPC coverages shall be transferred to the City's custodian.

11.0 Collateralization and Custodial Credit Risk

The City will minimize deposit Custodial Credit Risk, which is the risk of loss of failure of the depository bank (or credit union), by obtaining collateral or bond for all uninsured amounts on deposit, and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

The City of Lauderdale will follow Minnesota statutes regarding the use of collateral requirements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be at least ten percent (10%) more than the amount on deposit plus accrued interest at the close of the business day. To the extent that funds deposited are in excess of available federal deposit insurance, the government entity shall require the financial institution to furnish collateral security.

Assignment: Any collateral pledged shall be accompanied by a written assignment to the government entity from the financial institution. The written assignment shall recite that, upon default, the financial institution shall release to the government entity on demand, free of exchange or any other charges, the collateral pledged. Interest earned on assigned collateral will be remitted to the financial institution so long as it is not in default. The government entity may sell the collateral to recover the amount due. Any surplus from the sale of collateral shall be payable to the financial institution, its assigns, or both.

12.0 Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Administrator and City Council any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions over \$50,000 that could be related to the performance of this jurisdiction's portfolio. Employees and officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to timing of purchases and sales.

13.0 Annual Review:

In order to keep this policy current and applicable to the City's needs, it will be the practice of the City Council to review and approve the investment policy before or within the first quarter of each year.

Appendix A

Eligible Instruments for City Investment

“All investments must comply with the City’s investment policy and Minnesota Statutes”

1. United States Treasury Obligations constitute the largest segment of the market for fixed income securities. In general, treasury securities are the safest and most marketable securities and yield the lowest return for a given maturity of all instruments.

U.S. Treasury Bills carry the full faith and credit guarantee of the U.S. Government and are issued at a discount from par and mature in one year or less. (\$10,000 minimum).

U.S. Treasury Notes & Bonds are also guaranteed by the U.S. Government, and have a semi-annual interest coupon and original maturities 2 to 30 years. Maturities under four years (\$5,000 minimum): 4 years or longer (\$1,000 minimum).

U.S. Treasury STRIPS and Treasury Receipts are zero coupon securities, with maturities ranging from 6 months to 30 years. (\$1,000 minimum).

2. Federal Agency Securities are obligations of various agencies and corporations chartered by the federal government and guaranteed by the agency issuing the security.

FHLB - Federal Home Loan Bank borrows funds in the securities markets in order to provide savings and loans with an adequate flow of funds for the home mortgage market. Maturities range from 1 to 30 years. (\$10,000 minimum).

FNMA - Federal National Mortgage Association (Fannie Mae) is the largest single holder of residential mortgages, and finances its purchases through sales of debentures ranging from 1 to 30 years. (\$10,000 minimum).

FFCB - Federal Farm Credit Consolidated Bonds are joint obligations of the 37 Farm Credit Banks (12 Federal Land Banks, 12 Federal Intermediate Credit Banks and 13 Banks for Cooperatives). They come to market each month with 3 month, 6 month, and 1 year maturities - and occasionally a longer maturity. (\$5,000 minimum).

FHLMC - Federal Home Loan Mortgage Corporation (Freddie Mac) increases the availability of mortgage credit by maintaining an active, nation-wide secondary market for mortgages. Maturities range from 1 to 30 years. (\$10,000 minimum).

SLMA - Student Loan Marketing Association (Sallie Mae) provides liquidity for lenders engaged in the Federal Guaranteed Student Loan Program. Sallie Mae offers fixed rate and floating rate securities with maturities from 6 months to 30 years. (\$10,000 minimum).

GNMA - Government National Mortgage Association Notes (Ginnie Mae) is the only U.S Treasury Guarantee Backed Agency. They issue mortgage securities and pay back both interest and principle. They offer 6 month to 30 year maturities. (\$25,000 minimum).

REFCORP Strips - Resolution Funding Corporation provides financing for the Resolution Trust Corporation, which was created to help the government in the sale and disposition of failed thrifts and their assets. Refcorp Strips and zero coupon securities rang in maturity from 6 months to 30 years. (\$1,000 minimum).

TVA - Tennessee Valley Authority issues primarily long-term securities for the power creation arm of the TVA.

Agency Discount Notes are issued by the Federal Farm Credit, Federal Home Loan, Fannie Mae, Freddie Mac, and Sallie Mae. These are issued at a discount and have maturities ranging from 1 to 360 days. (\$100,000 minimum).

3. Repurchase Agreements (Repo's) provide for the sale of short-term securities by a securities dealer to investors, such as cities, with an agreement to repurchase the securities at a specified future date. The investor receives a given yield while holding the security and the repurchase price is guaranteed in advance. The length of the holding period is tailored to the investor - usually of very short duration. Rates are related to Treasury Bills, federal funds, and loans to government security dealers by commercial banks.

4. Certificate of Deposits (CD's) are the deposit of funds at a commercial bank for a specified period of time and at a specified rate of interest. Yields on Certificates of Deposit tend to be higher than on Treasury Bills of comparable maturity.

5. Commercial Paper is an unsecured promissory note with a fixed maturity of no more than 270 days. Commercial Paper is normally sold at a discount from face value.

6. Banker's Acceptances are short-term, non-interest-bearing notes sold at discount and redeemed at face value. It is secured by the goods which it finances - the bank accepts the draft, and the issuers promise to pay. These notes trade at a rate equal to, or slightly higher than Certificates of Deposit - depending on market supply and demand.

7. Money Market Funds are short term, high quality investments sold by large banks. These instruments include Treasury Bills and notes, Certificates of Deposits, Commercial Paper, Banker's Acceptances, and Federal Agency Securities.

8. State of Minnesota & its Agencies - Bonds that are issued by the State of Minnesota or any of its agencies. The bonds are backed by the full faith of the State of Minnesota or collateralized with mortgages.

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 9, 2008
ITEM NUMBER 5C—Resolution 120908A
STAFF INITIAL AAB
APPROVED BY ADMINISTRATOR YES

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council names a depository for city funds and the city's investment brokers. The attached resolution names North Star Bank and the same investment companies as last year.

OPTIONS:

1. Adopt resolution 120908A Designating Official Depository & Investment Institutions.
2. Do not adopt resolution 120908A Designating Official Depository & Investment Institutions and direct staff to find an alternate depository or investment institutions.

STAFF RECOMMENDATION:

By approving the consent agenda the Council is adopting resolution 120908A Designating Official Depository & Investment Institutions for 2009.

COUNCIL ACTION:

**RESOLUTION DESIGNATING
OFFICIAL DEPOSITORY & INVESTMENT INSTITUTIONS
RESOLUTION NO. 120908A**

RESOLVED, that North Star Bank is hereby designated as a depository for the funds of the City of Lauderdale.

RESOLVED ALSO, that before any deposits are made that exceed the amount that is guaranteed by the Federal Deposit Insurance Corporation (FDIC), the depository must supply to the city a corporate surety bond in the amount of at least 10 percent more than the amount on deposit plus accrued interest at the close of the business day. The bond is subject to the approval of the city council.

RESOLVED FURTHER, that in lieu of the above bond, the depository may furnish collateral in the manner and to the extent permitted by law. All such collateral must be approved by the council and accompanied by a written assignment providing that, upon default, the financial institution shall release to the city on demand, free of exchange or any other charges, the collateral pledged.

RESOLVED FURTHER, all collateral must be placed in safekeeping in a restricted account at either a Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution that is furnishing the collateral. In case of default upon the part of the depository, the council of the city shall have full power and authority to sell such collateral or as much as may be necessary to realize the full amount due the city over such federal guarantee.

RESOLVED FURTHER, that checks of the city drawn from the official depository shall be signed by the mayor and city administrator or the mayor pro tem in the absence of either the mayor or the city administrator. Additionally, the city administrator and his/her authorized designee have authority to transfer funds from an official depository or investment institution to another for the purpose of investing city funds.

RESOLVED FURTHER, North Star Bank, Smith Barney/Citigroup, Northland Securities, RBC (Royal Bank of Canada), Piper Jaffrey/US Bancorp Investments, Financial Northeastern Companies, ICD Securities, and the 4M Fund/Voyager Asset Management are the city's investment institutions and brokers for 2009.

These designations are in effect until December 31, 2009. Adopted this 13th day of December 2008, by the Council of the City of Lauderdale.

(ATTEST)

Jeff Dains, Mayor

(SEAL)

Heather Butkowski, City Administrator

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date December 9, 2008

ITEM NUMBER 5D Council Meeting Schedule

STAFF INITIAL HAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Annually, the City Council sets its meeting schedule for the year. If the Council continues to meet the 2nd and 4th Tuesdays of the month, the schedule would be as attached. Holidays do not conflict with the proposed meeting schedule.

After the Council adopts the meeting schedule, it will be posted in the entryway and published in the *Roseville Review*.

OPTIONS:

Adopt the attached City Council meeting schedule.
Propose a new schedule.

STAFF RECOMMENDATION:

By approving the consent agenda, the Council is adopting the attached City Council meeting schedule for 2009.

COUNCIL ACTION:

2009 Lauderdale Schedule

City Council Meetings*

Holidays Observed

January 13

New Year's Day – Thursday, January 1

January 27

M. L. King Day – Monday, January 19

Presidents' Day – Monday, February 16

February 10

Memorial Day – Monday, May 25

February 24

Independence Day – Friday, July 3

Labor Day – Monday, September 7

March 10

Veterans Day – Wednesday, November 11

March 24

Thanksgiving Day – Thursday, November 26

Day After Thanksgiving – Friday, November 27

April 14

Christmas Eve – Thursday, December 24

April 28

Christmas Day – Friday, December 25

May 12

Election Dates

May 26

June 9

- Absentee Voting – Saturday, October 31,
10:00 am – 3:00 pm

June 23

- Election Day – Tuesday, November 3

July 14

- Canvas Election Results – Tuesday,
November 10

July 28

August 11

August 25

*City Council meetings begin at 7:30 p.m. at
Lauderdale City Hall, 1891 Walnut Street.

September 8

September 22

October 13

October 27

November 10

November 24

December 8

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 9, 2008

ITEM NUMBER 5E - Emer. Radio Grant

STAFF INITIAL AAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The City may be eligible for a grant to purchase 800 MHz radios so that office staff and public works can speak directly with our police and firefighters. Right now we have to contact them through dispatch, the way any resident would. There is no application, they just ask that a letter be sent with the desired number of radios and projected costs. The City will incur some expenses as the grant does not pay for training and subscriber costs in addition to the 20% match. Ramsey County staff told me the annual subscriber cost is \$60 per radio.

We have talked about the need for radios for some time. It is inconvenient to call St. Anthony office staff to have them dispatch Lauderdale's on-duty officer. In the same way, if there is a notable event, we would want to be able to communicate with emergency personnel immediately. And, in a regional emergency, our internet based and cellular phones probably won't work.

OPTIONS:

1. Authorize staff to submit the letter to Metropolitan Emergency Services Board to request two portable radios.
2. Do not authorize staff to submit the letter to Metropolitan Emergency Services Board to request two portable radios.

STAFF RECOMMENDATION:

1. By approving the consent agenda, the Council authorizes staff to submit the grant application letter to Metropolitan Emergency Services Board to request two portable radios.

COUNCIL ACTION:

City of Lauderdale
The Island in the Metro

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

December 10, 2008

Metropolitan Emergency Services Board
2099 University Avenue West, Suite 201
St. Paul, Minnesota 55104-3431

Dear Metropolitan Emergency Services Board,

The City of Lauderdale is requesting grant funding from the PSIC program to assist in the purchase of two ARMER portable radios. These radios will be used to connect city hall and public works staff with the cities Lauderdale contracts with for police and fire services. As Lauderdale currently doesn't have 800 MHz radios, these two will greatly improve inter-agency communication and, as a result, community safety.

Lauderdale's police services are provided by the City of St. Anthony and fire services are contracted through the City of Falcon Heights. In order for us to contact emergency personnel from either city, we must call 911 or Ramsey County's non-emergency dispatch number. This makes us heavily reliant on cell phones, which we all know can be inoperable or jammed during emergency events. Even when all communication systems are functioning, it is a waste of resources and time to have our calls routed through dispatch when a portable radio would give us direct access to those we contract with for public safety services.

The City of Lauderdale agrees to pay the 20% local match plus any costs associated with training and software for the ARMER system. Per my conversation with Ramsey County staff, I anticipate the following costs to set up two radios:

- | | |
|--------------------------------------|------------|
| • Motorola XTS 2500 (\$2,348.83/per) | \$4,697.66 |
| • Smart Charger (\$140.25/per) | \$280.50 |

The total cost is \$4,978.16 of which the City is requesting \$3,982.53 in grant funding to offset the expenses.

Lauderdale's City Council sincerely thanks MESB for the opportunity to apply for this funding. Please contact me if you have any questions about our request.

Respectfully Submitted,

Heather Butkowski
City Administrator



RECEIVED

NOV 18 2008

CITY OF LAUDERDALE

METROPOLITAN
EMERGENCY SERVICES BOARD

2099 UNIVERSITY AVENUE WEST
SUITE 201
SAINT PAUL, MINNESOTA
55104-3431

PHONE 651-643-8395
FAX 651-603-0101
WWW.MN-MESB.ORG

November 14, 2008

Dear Metropolitan Area Public Safety/Public Service Agency:

The Metropolitan Emergency Services Board (MESB) applied for and has been approved to receive funds from the Minnesota Department of Public Safety (DPS) under the Public Safety Interoperable Communications (PSIC) grant program. The PSIC funds are a one-time grant opportunity from the U.S. Department of Commerce.

The MESB, on behalf of the metropolitan region, has received \$1,151,457 for ARMER subscriber equipment (portables, mobiles and RF control stations). This equipment to be purchased must be listed on the Statewide Radio Board's approved equipment list.

The PSIC grant program requires that needs of tribal governments and non-governmental public safety agencies be considered, as well as those of local units of government within the region. Eligible agencies include law enforcement, fire, EMS, emergency management, and public works agencies. The MESB will be accepting grant applications for these funds from jurisdictions within the nine county metropolitan region (seven metropolitan counties, plus Chisago and Isanti Counties). This is a **reimbursement grant** and there is a **local match requirement** for these funds. This is a one-time only grant program which expires on **September 30, 2010**. There will be no extensions.

DPS has established the following rules for the use of these funds:

- The MESB must certify that funds have been allocated and that local units of government, tribal governments and/or non-governmental public safety agencies have committed funds (encumbered or specifically budgeted) for the required match by **December 31, 2009**.
- Invoices for the funds allocated to the MESB must be submitted to DPS-HSEM for reimbursement by **June 30, 2010**.
- On each date, if the requirements are not met for any portion of the allocated funds to the region, that portion of the funds will be reallocated to other regions which can utilize the funds by September 30, 2010.

Sub-grantees must fully expend both the 80% grant and 20% local match before they can submit invoices to the MESB for reimbursement. The MESB will then submit the reimbursement request to DPS-HSEM.

The MESB has established a process and requirements for how it will sub-grant these funds. Agencies may submit applications demonstrating the equipment needed and how it will be used, how the equipment will benefit the agency and how it will advance interoperability in the metropolitan region. Applications will be due by **4:00 p.m. on Friday, December 19, 2008.** Priority will be given to applications which advance interoperability with public works agencies, due to limited grant opportunities available for public works entities.

Applications will be evaluated by MESB Board Members, metropolitan region ARMER users, technicians, and system managers. Funds will be awarded based on the strength of the application. Sub-grantees will be notified via letter of their award.


If agencies are granted funds, they will be responsible for the 20% local match, plus any costs which may be associated with end-user training, and any subscriber software costs associated with the ARMER system.

Once funds are granted, sub-grantees must sign a Memorandum of Understanding with the MESB. For the reimbursement process, agencies must submit a letter of request for reimbursement with copies of appropriate vendor invoices and proof that the invoices have been paid to Jill Rohret, Regional Radio Services Coordinator for the MESB.

Any questions about the grant application or the process should be directed to Jill Rohret at (651) 643-8394 or jrohret@mn-mesb.org. Applications must be submitted to Ms. Rohret by **4:00 p.m. on December 19, 2008.**

Thank you for your time and consideration.

Sincerely,



Tony Bennett
Chair, Metropolitan Emergency Services Board
Ramsey County Commissioner

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED

Consent _____
Public Hearing _____
Discussion _____
Action _____
Resolution _____
Work session _____

Meeting Date: December 9, 2008 _____

ITEM NUMBER 5F Recreation Reimbursement

STAFF INITIAL _____

APPROVED BY ADMINISTRATOR _____

DESCRIPTION OF CURRENT PRACTICES AND POSSIBLE EXPANSION:

The City of Lauderdale currently promotes healthy, active lifestyles by offering reimbursement to residents for participating in recreation programs in Roseville or Falcon Heights. These requests are paid to them out of petty cash funds. In 2008 the city budgeted \$200 for these requests. To date there have been three reimbursement requests totaling \$24.

Falcon Heights had 12 registrants from Lauderdale for 2008 summer and fall programs. Typically, Falcon Heights non-resident fee is \$5 more than a resident fee. Roseville has had approximately 40, and the fee difference is around \$8. The impact to the city budget would be minimal however it would be necessary to increase the line item from its current \$200 to \$500.

Falcon Heights and Roseville have agreed to register Lauderdale residents at their resident rate and invoice us for the difference. This service would simplify the registration and reimbursement program for residents of Lauderdale. The cities would provide Lauderdale with a report which will provide the City with a more detailed data on usage, demographics and budget prep resources.

Falcon Heights and Roseville have also agreed to place information in their brochures regarding this service which is approved and supported by the City Council. They are also interested in including Lauderdale sponsored programs, special events and activities to be published in their brochures. They will also provide us with additional copies of these seasonal publications for city hall. A small fee per page may be assessed for this service.

This is a win-win collaboration. Our partner cities broaden their exposure and will increase participation while we are able to increase public awareness of our programs, access to recreation programming, and community health.

Simplifying the process will impact the number of requests realized annually. It may be necessary to develop a policy regarding uses and limitations at some juncture.

OPTIONS:

- 1) Leave the program as it is.
- 2) Enter into agreements with Falcon Heights and Roseville to invoice Lauderdale for the fee difference.

STAFF RECOMMENDATION:

By approving the consent agenda the City Council authorizes staff to enter into agreements with Falcon Heights and Roseville to invoice Lauderdale for the fee difference.

COUNCIL ACTION:

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u>December 9, 2008</u>
Special <u> </u>	ITEM NUMBER <u>PCIC Minutes</u>
Public Hearing <u> </u>	STAFF INITIAL <u>Jim</u>
Report <u> </u>	APPROVED BY ADMINISTRATOR <u> </u>
Discussion/Action <u> </u>	
Resolution <u> </u>	
Work session <u> </u>	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Attached are the minutes from the Park & Community Involvement Committee meeting of November 17, 2008.

OPTIONS:

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

STAFF RECOMMENDATION:

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

COUNCIL ACTION:



MINUTES
MONDAY, NOVEMBER 17, 2008
PARK & COMMUNITY INVOLVEMENT COMMITTEE

1. CALL TO ORDER 6:33 p.m.

2. ROLL CALL

Members Present: Kathy Lerfald, Trygve Hansen

Members Absent: Bob Milligan, Kathy Thompson, Gretel Keene,
Donna Yamashita-Berry

Staff & Council Present: Jim Bownik, Denise Hawkinson, Lara Mac Lean

Others Present:

3. APPROVAL OF THE AGENDA

A quorum was not present to approve the agenda.

4. APPROVAL OF MINUTES OF OCTOBER 6, 2008 MEETING

A quorum was not present to approve the minutes.

5. REPORTS

6. DISCUSSION/ACTION

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

A consensus of those present recommended the following:

- Having two grills for hotdogs, would need 3 volunteers at station.
- Adding a greeter/attendance counter for outside to the assignment list.
- Adding clean up specific people to the clean up list.
- Create a volunteer sign up sheet for front counter.
- Have apple cider and water jug, no hot chocolate.
- Continue new method of filling trick-or-treat bags by mixing and scooping.
- Add wording to window signs encouraging people to donate to the event and hand out candy at home.

B. Set Time for 2009 Day in the Park

A consensus of those present recommended holding the event from 12 - 3 p.m.

C. Snow*Commotion Planning (Saturday, January 24)

A consensus of those present recommended the following:

11/17/08 PCIC Minutes

- Have activities only at the park - food, medallion hunt, winter games, etc.
- Have 3 bonfires.
- Have tent with heaters.
- Change food menu- have food related to bonfires such as hotdogs.
- Winter games could include poker chips buried in snow for prizes, no shoot the puck game until rebuilt.
- Do not have horses - use truck and trailer for wagon ride, Trygve has trailer and hay, would drive truck.
- Have a snow/ice sculpture contest (weather dependant), people register to be eligible for 3 prizes (such as family movie tickets), people place sign by sculpture with last name, sculptures judged in the morning and winners announced at event, contact CTV and Roseville Review for photos in newspaper, Lara to arrange judges and ribbons.

The book sale would be moved to the day of the garage sale. The silent auction could occur in conjunction with another event if someone volunteers to assist.

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 meetings were set for December 15, January 5, and February 2 at 6:30 p.m.

10. ADJOURNMENT

The meeting adjourned at 8:05 p.m.

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent <u> X </u>	MEETING DATE <u>December 9, 2008</u>
Special <u> </u>	ITEM NUMBER <u>Pay Req. #3 Hockey Rink Improvements</u>
Public Hearing <u> </u>	STAFF INITIAL <u>Jim</u>
Report <u> </u>	APPROVED BY ADMINISTRATOR <u> </u>
Discussion/Action <u> </u>	
Resolution <u> </u>	
Work session <u> </u>	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Pay Request #3 is for \$2,780.46. The Final Pay Request will be considered in the Spring. A retainage is being kept over the winter in case the seeding or sodding needs attention.

The kick plates that were installed to address the gap between the asphalt and the boards will not be part of any pay request or change order because that expense is not being paid for by the city. Additionally, the final amount paid is expected to be about \$1200 under the contract price.

OPTIONS:

- 1) Approve as Consent Item
- 2) Do Not Approve as Consent Item

STAFF RECOMMENDATION:

- 1) By approving the consent agenda, the council is approving Pay Request #3 to Dunaway Construction for 2008 Hockey Rink Improvements.

COUNCIL ACTION:



Owner: City of Lauderdale, 1891 Walnut St., Lauderdale, MN 55113	Date: November 19, 2008
For Period: 8/7/2008 to 11/19/2008	Request No: 3
Contractor: Dunaway Construction, 17149 Notre Dame St., Forest Lake, MN 55025	

CONTRACTOR'S REQUEST FOR PAYMENT
 LAUDERDALE ICE RINK
 BONESTROO FILE NO. 000532-07005-0

SUMMARY

1	Original Contract Amount		\$	<u>45,762.00</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>45,762.00</u>
5	Value Completed to Date		\$	<u>44,529.51</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>44,529.51</u>
8	Less Retainage 5%		\$	<u>2,226.48</u>
9	Subtotal		\$	<u>42,303.03</u>
10	Less Amount Paid Previously		\$	<u>39,522.57</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3</u>		\$	<u><u>2,780.46</u></u>

Recommended for Approval by:
BONESTROO



Approved by Contractor:
DUNAWAY CONSTRUCTION

Approved by Owner:
CITY OF LAUDERDALE

Specified Contract Completion Date:

Date:

No.	Item	Contract Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
PART 1 - BASE BID:							
1	MOBILIZATION	LS	1	1500.50		1	\$1,500.50
2	SUBGRADE EXCAVATION (P)	CY	650	5.50		650	\$3,575.00
3	SELECT GRANULAR BORROW	TN	775	7.80		772	\$6,021.60
4	4" POLYETHYLENE DRAIN TILE	LF	580	5.50	21	601	\$3,305.50
5	AGGREGATE BASE, CLASS 5	TN	390	14.85	58	417.3	\$6,196.91
6	TYPE LV 4 WEARING COURSE MIXTURE (B)	TN	184	70.00		164	\$11,480.00
7	BITUMINOUS MATERIAL FOR TACK COAT	GAL	55	3.00		55	\$165.00
8	SODDING, LAWN TYPE	SY	310	5.00	375	375	\$1,875.00
9	SILT FENCE, MACHINE SLICED	LF	200	2.50	30	210	\$525.00
	TOTAL PART 1 - BASE BID:						<u>\$34,644.51</u>
ALTERNATE NO. 1 - PAVING 10 FOOT WIDE TRAIL:							
10	TYPE LV 4 WEARING COURSE MIXTURE (B)	TN	40	68.00		30	\$2,040.00
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	15	3.00		15	\$45.00
	TOTAL ALTERNATE NO. 1 - PAVING 10 FOOT WIDE TRAIL:						<u>\$2,085.00</u>
ALTERNATE NO. 2 - REMOVE AND STORE DASHERBOARDS:							
12	REMOVE AND STORE DASHERBOARDS	LS	1	1600.00		1	\$1,600.00
	TOTAL ALTERNATE NO. 2 - REMOVE AND STORE DASHERBOARDS:						<u>\$1,600.00</u>
ALTERNATE NO. 3 - REINSTALL AND MODIFY DASHERBOARDS:							
13	REINSTALL AND MODIFY DASHERBOARDS	LS	1	4900.00		1	\$4,900.00
	TOTAL ALTERNATE NO. 3 - REINSTALL AND MODIFY DASHERBOARDS:						<u>\$4,900.00</u>
ALTERNATE NO. 4 - ADD 12 FOOT EQUIPMENT GATE:							
14	ADD 12' EQUIPMENT GATE	LS	1	1300.00		1	\$1,300.00
	TOTAL ALTERNATE NO. 4 - ADD 12 FOOT EQUIPMENT GATE:						<u>\$1,300.00</u>
	TOTAL PART 1 - BASE BID:						\$34,644.51
	TOTAL ALTERNATE NO. 1 - PAVING 10 FOOT WIDE TRAIL:						\$2,085.00
	TOTAL ALTERNATE NO. 2 - REMOVE AND STORE DASHERBOARDS:						\$1,600.00
	TOTAL ALTERNATE NO. 3 - REINSTALL AND MODIFY DASHERBOARDS:						\$4,900.00
	TOTAL ALTERNATE NO. 4 - ADD 12 FOOT EQUIPMENT GATE:						\$1,300.00
	TOTAL WORK COMPLETED TO DATE						<u>\$44,529.51</u>

PROJECT PAYMENT STATUS

OWNER CITY OF LAUDERDALE
 BONESTROO FILE NO. 000532-07005-0
 CONTRACTOR DUNAWAY CONSTRUCTION

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	06/09/2008	07/15/08	20,642.79	1,086.46	21,729.25
2	07/16/2008	08/06/08	18,879.78	2,080.14	41,602.71
3	08/07/2008	11/19/08	2,780.46	2,226.48	44,529.51

Material on Hand

Total Payment to Date		\$42,303.03	Original Contract	\$45,762.00
Retainage Pay No.	3	2,226.48	Change Orders	
Total Amount Earned		\$44,529.51	Revised Contract	\$45,762.00

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date December 9, 2008

ITEM NUMBER 9A -2009 Levy & Budget

STAFF INITIAL HAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Included in your packet is the final draft of the 2009 budget and Resolution 120908B. If there are no corrections, the Council can make one motion to approve both. Thereafter, I will send a copy of the resolution to Ramsey County.

I will also create bound copies of the budget for distribution once finalized.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve the 2009 Lauderdale City Budget and Resolution 120908B - A Resolution Levying Taxes for 2008 Payable in 2009 in the amount of \$558,381.

COUNCIL ACTION:

RESOLUTION NO. 120908B

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

RESOLUTION LEVYING TAXES FOR 2008 PAYABLE IN 2009

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

The following tax levies are hereby made against all taxable property in the City of Lauderdale for the tax levy 2008, payable 2009:

Total proposed levy for 2008 payable in 2009: **\$558,381**

This includes estimated fiscal disparities amount of \$101,843.

BE IT FURTHER RESOLVED, that there will not be a certified debt levy for the General Obligation Bonds Series 2000A, the General Obligation Bonds Series 2002A, and the General Obligation Bonds Series 2003A.

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

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

I, Heather Butkowski, being duly qualified and City Administrator for the City of Lauderdale, Ramsey County, Minnesota, do hereby certify that the attached and foregoing is a true and correct copy of a Resolution duly adopted by the City Council of the City of Lauderdale on December 9, 2008, as the same appears in the minutes of said meeting on file and of record in City Offices.

Dated this 9th day of December, 2008.

Jeff Dains, Mayor

(ATTEST)

Heather Butkowski, City Administrator

(SEAL)

CITY OF LAUDERDALE

2009 BUDGET



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

TABLE OF CONTENTS

<u>INTRODUCTION.....</u>	<u>3</u>
LAUDERDALE CITY COUNCIL	3
LAUDERDALE CITY STAFF	3
<u>PRESENTATION OF BUDGET TO CITY COUNCIL</u>	<u>4</u>
<u>RESOLUTION 120908A – ADOPTING THE 2009 LEVY AND BUDGET</u>	<u>6</u>
<u>2009 PROPERTY TAX INFORMATION.....</u>	<u>7</u>
<u>LAUDERDALE COMPARED TO NEIGHBORING JURISDICTIONS.....</u>	<u>8</u>
<u>PLANNED CAPITAL PROJECTS AND OTHER PROGRAMS</u>	<u>9</u>
<u>2009 GENERAL FUND 101</u>	<u>11</u>
SUMMARY	11
GENERAL FUND REVENUE / EXPENDITURES.....	13
<u>2009 FUNDS 201 – 602.....</u>	<u>23</u>
SUMMARY	23
SPECIAL REVENUE FUNDS 302 – 304	24
DEBT SERVICE FUNDS 302 – 304	27
CAPITAL IMPROVEMENT FUNDS 401 - 407.....	30
ENTERPRISE FUNDS 601 – 602.....	36
<u>2009 WAGE AND BENEFITS SUMMARY.....</u>	<u>38</u>
<u>GENERAL FUND CHART OF ACCOUNTS DETAILS</u>	<u>39</u>
<u>SPECIAL & ENTERPRISE FUND CHART OF ACCOUNTS DETAILS</u>	<u>48</u>

Introduction

Lauderdale City Council

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

Lauderdale City Staff

Heather Butkowski	City Administrator
James Bownik	Assistant to the City Administrator
Colleen Callahan	Interim Deputy City Clerk
Dave Hinrichs	Public Works Coordinator
Joe Hughes	Public Works Maintenance

City of Lauderdale

The Island in the Metro

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

December 9, 2008

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

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

The budget attachment titled "2009 Levy and Impact on Lauderdale Homes" provides an analysis of the budgetary effects on the property tax rate and the property taxes to be paid by Lauderdale residents in 2009. The budget also compares Lauderdale to other Ramsey County cities.

Five fund types comprise the Lauderdale City Budget: The General Fund, Special Revenue Funds, Debt Service Funds, Capital Improvement Funds, and Enterprise Funds. Total fund revenues for 2009 are budgeted at \$1,829,121, while total expenditures are budgeted at \$1,985,089.

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

General Fund

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

Debt Service Funds

Three debt service funds were created to repay bond debt issued by the City. The Street and Utility Improvements Debt Service Funds were established in 2000, 2002, and 2003 for the debt issuance associated with the infrastructure improvements that occurred in those years.

Capital Improvement Funds

The Capital Improvement Funds are the 401 Street Improvement Fund, 402 General Capital Improvement Fund, 403 Storm Water Improvement Fund, 404 Park Improvement Fund, 405 TIF Project Fund, and 407 Sanitary Sewer Improvement Fund. Annually, the City Council authorizes the transfer of the post-audit General Fund balance that exceeds 45% of the next year's operating budget to capital improvement funds. The most recent transfer percentages established by the City Council are: 50% to the Street Improvement Fund (401) and 50% to the Park Improvement Fund (404).

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

Enterprise Funds

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

The primary expense of the 601 Sanitary Sewer Fund is wastewater treatment paid to Metropolitan Council Environmental Services. In 2009, the fund also will support efforts to address excess sources of inflow and infiltration. The on-going expenses of the 602 Storm Sewer Fund are public education about storm water issues and street sweeping.

Conclusion

The 2009 Budget reflects financial activity for the coming year and the future of the City of Lauderdale. One goal of the City is to incrementally improve its assets, including the parks and open spaces. Another goal is to properly maintain the facilities it has to guarantee they have a long and purposeful life. Finally, the City looks forward to projects that improve the City's aging infrastructure. In 2009, this will include an evaluation of Eustis Street from Roselawn to the southern city limits. The goal of the Council is to fund future capital projects while continuing to provide high quality public services to Lauderdale residents in a cost-effective, efficient, and fair manner.

Respectfully submitted,

Heather Butkowski
City Administrator

Resolution 120908A – Adopting the 2009 Levy and Budget

Will be included after adoption.

2009 Property Tax Information

How City Property Taxes are Calculated

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

2009 LEVY AND IMPACT ON LAUDERDALE HOMES

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

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

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

Lauderdale Compared to Neighboring Jurisdictions

The city tax rate is the portion of the total local tax rate levied by the City of Lauderdale to operate. The total local tax rate includes all taxing districts levied of Lauderdale property owners including: Ramsey County, Roseville School District #623, water management districts, and special districts. The total local tax rate represents the percentage of the net tax capacity levied within Ramsey County to fund county-wide governmental activities.

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

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

PLANNED CAPITAL PROJECTS AND OTHER PROGRAMS

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

FUND 101 GENERAL FUND: PARK MAINTENANCE

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

FUND 202 COMMUNICATIONS FUND

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

FUND 402 GENERAL CAPITAL IMPROVEMENT FUND

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

FUND 404 PARK IMPROVEMENT FUND

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

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

FUND 601 SANITARY SEWER FUND

Surface Water Mgmt Plan: Sanitary Infiltration/Inflow Program	<u>\$23,475</u>
Total Fund 601	\$23,475

FUND 602 STORM SEWER FUND

Surface Water Mgmt Plan: Public Education and Outreach Program	\$5,000
Surface Water Mgmt Plan: Staff training	<u>\$500</u>
Total Fund 602	\$5,500

2009 CIP TOTAL ALL FUNDS	\$136,475
---------------------------------	------------------

2009 General Fund 101

Summary

GENERAL FUND REVENUE

	2006 Actual	2007 Actual	2008 Adopted	2008 As of Oct. 31	2009 Proposed
CITY LEVIED TAXES					
31010 Current Ad Valorem	369,805	436,970	470,634	217,918	456,538
31020 Delinquent Ad Valorem	1,357	2,860	-	617	-
31030 Forfeited Tax Sales	111	-	-	-	-
31040 Fiscal Disparities	74,284	80,585	81,000	50,393	101,843
SUB TOTAL PROPERTY TAXES	445,558	520,415	551,634	268,928	558,381
STATE AIDE					
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	-	14,442	-
TOTAL STATE AIDE	396,907	439,991	464,431	246,658	596,639
LICENSES AND FEES					
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	525	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	3,701	2,500
32240 Animal Licenses	410	380	200	310	200
34101 City Hall Rental	2,290	2,500	2,500	2,625	2,000
43103 Administrative Fee	145	410	100	650	200
34105 Sale of Publications	-	-	-	-	-
34109 Copies	20	111	20	28	15
34111 Legal Fees	-	-	-	-	-
34114 Advertising sales	50	925	-	50	-
34115 Miscellaneous Revenue	-	-	-	-	-
TOTAL LICENSES AND FEES	10,124	10,244	6,840	9,239	6,570
REVENUE OTHER					
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	12,749	12,000
36230 Donations	-	-	-	-	-
36240 Surcharges	401	325	250	386	200
36250 Refunds and Reimbursements	5,110	1,409	500	4,553	500
36252 LMCIT Insurance Dividend	1,414	2,394	500	-	500
36255 Miscellaneous	-	60	-	-	-
TOTAL OTHER REVENUE	39,686	36,734	23,500	18,799	14,300
PUBLIC SAFETY	26,395	38,352	33,500	32,824	32,050
FIRE	2,709	-	-	-	-
PLANNING & INSPECTIONS	17,091	13,460	13,200	14,067	6,800
TRANSFERS FROM OTHER FUNDS	-	4,000	-	-	-
TOTAL GENERAL FUND REVENUE	938,470	1,063,197	1,093,105	590,515	1,214,740

GENERAL FUND EXPENDITURES

Legislative	21,341	22,779	24,164	17,831	22,539
Administrative	68,841	203,625	220,157	177,130	229,595
Elections	15,832	15,853	11,335	8,862	10,819
Public Safety	287,953	567,558	597,575	-	636,849
Police	247,219	519,500	551,575	466,303	583,849
Fire	21,246	35,202	32,000	30,094	37,500
Prosecution	11,925	12,856	14,000	10,279	15,500
Public Works	67,829	73,943	99,782	78,652	106,947
Planning & Inspections	34,623	29,494	33,790	22,347	32,871
Parks and Recreation	51,283	40,284	76,642	60,598	83,002
Development	4,838	-	10,000	1,619	3,000
EXPENDITURES BEFORE TRANSFERS	484,711	953,536	1,073,445	873,715	1,125,622
Contingency	-	-	5,000	-	15,000
Transfers Out	162,379	164,945	14,660	14,660	74,118
TOTAL GENERAL FUND EXPENDITURES	647,090	1,118,481	1,093,105	888,375	1,214,740

General Fund Revenue / Expenditures

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

<u>ADMINISTRATION (41200)</u>		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	As of Oct. 31	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	40,684	114,144	117,407	93,915	124,809
104	Temp. employees	-	-	-	-	-
121	PERA	2,441	6,032	7,925	5,716	8,737
122	FICA	3,171	7,696	8,982	7,291	9,548
131	Benefits (health, dental, etc)	3,627	8,871	12,903	8,615	13,752
151	Workers Compensation	828	1,018	704	1,142	749
	Subtotal Personnel	50,753	137,761	147,921	116,679	157,595
General Operations						
201	General Supplies	1,035	1,906	1,500	1,523	2,500
203	Postage	1,370	2,102	1,500	4,533	2,500
208	Water cooler water	260	175	300	192	400
301	Auditing	-	10,864	15,500	12,700	13,500
305	Legal contract - Civil	-	17,531	16,000	8,284	16,000
306	Consulting fees	-	2,231	-	2,633	2,500
307	Computer Services	-	1,560	3,000	1,560	1,600
308	Training and conferences	2,033	2,164	5,000	1,092	3,000
309	Newspaper - Roseville Review	-	9,537	8,900	6,435	9,100
331	Travel Expenses	2,012	1,113	1,800	531	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	1,551	1,500
361	General liability	3,452	5,179	4,500	4,233	4,550
391	Telephones/Pagers	1,989	2,055	2,000	677	2,000
401	Copier	1,212	997	1,300	1,466	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
	Subtotal General Operations	15,666	65,864	71,236	59,348	71,500
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
531	Office equipment	-	-	-	-	-
534	Office furniture	-	-	-	-	250
538	Computers and technology	2,423	-	1,000	1,103	250
	Subtotal Capital	2,423	-	1,000	1,103	500
	TOTAL EXPENSES	68,841	203,625	220,157	177,130	229,595

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

PUBLIC SAFETY (42100)		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	<u>As of Oct. 31</u>	Proposed
REVENUE						
	Levy					
	State Aide					
34202	False Fire Alarm	-	1,147	2,000	794	1,500
34203	Fire Inspection Fee	540	400	1,500	1,050	550
35101	Court Fines (including traffic tickets)	25,855	36,805	30,000	30,980	30,000
	TOTAL REVENUE	26,395	38,352	33,500	32,824	32,050
EXPENDITURES						
General Operations						
305	Legal Fees - Prosecution	10,282	10,200	12,000	8,626	13,000
308	Insurance	-	-	-	-	-
319	Police Contract	255,254	519,500	545,475	456,750	572,749
320	Fire Contract	12,898	19,207	18,000	19,097	21,000
321	Fire Calls	7,898	12,616	10,000	7,143	12,000
322	False Fire Alarms	-	1,529	2,000	2,778	3,000
323	Fire Inspections	450	1,850	2,000	1,075	1,500
355	Miscellaneous fees - Printing	1,643	2,656	2,000	1,653	2,500
360	General Liability	-	-	-	-	5,000
442	Miscellaneous expenses & Dispatch	5,670	-	6,100	9,553	6,100
	Subtotal General Operations	294,094	567,558	597,575	506,676	636,849
	TOTAL EXPENSES	294,094	567,558	597,575	506,676	636,849

<u>PUBLIC WORKS (43000)</u>		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	As of Oct. 31	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	21,039	22,096	44,375	37,284	44,638
102	Overtime	-	-	-	675	1,000
121	PERA	1,262	1,381	2,995	2,463	3,125
122	FICA	1,684	1,729	3,395	3,064	3,415
131	Benefits (health, dental, etc)	1,798	2,096	5,727	3,109	5,688
151	Workers Compensation	1,783	2,666	2,940	3,703	2,806
	Subtotal Personnel	27,566	29,967	59,432	50,297	60,672
General Operations						
202	Permanent Supplies	107	142	275	-	275
212	Motor Fuels	2,084	2,556	2,500	1,804	2,500
213	Lubricants and other fluids	82	-	125	-	125
225	Landscaping Materials	-	-	100	-	100
226	Signs	-	-	150	5	150
227	Tools and Equipment	11	48	200	-	200
228	Miscellaneous Repairs & supplies	1,343	935	1,250	1,521	1,250
304	Engineering Contract	12,963	8,298	5,000	1,824	5,000
308	Training and conferences	140	165	500	165	500
312	Snow and Ice Removal Contact	3,704	7,602	9,000	5,303	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	6,387	6,000
382	Water	47	89	75	32	75
383	Gas Utilities	1,981	3,507	2,500	2,595	3,500
384	Refuse Disposal	805	962	900	1,010	1,300
391	Telephone/Pagers	366	459	500	357	500
402	Truck repair and Maintenance	356	482	1,000	97	2,000
426	Machinery rental	-	-	-	-	-
442	Miscellaneous	238	99	-	257	300
	Subtotal General Operations	40,263	43,976	40,350	28,355	46,275
Capital Expenditures						
530	Furniture and equipment	-	-	-	-	-
538	Land	-	-	-	-	-
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	67,829	73,943	99,782	78,652	106,947

<u>PLANNING & INSPECTIONS (43400)</u>		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	As of Oct. 31	Proposed
REVENUE						
	Levy					
	State Aide					
	Other					
32210	Building Permits	11,778	9,646	10,000	9,016	5,000
32211	Zoning Permit Applications	190	140	50	295	100
32225	Plan Review	2,945	2,145	2,000	3,135	1,000
32230	Plumbing Permits	1,306	544	500	597	200
32270	HVAC Permits	823	671	650	800	500
34110	Variance Fee	-	150	-	225	-
34112	Conditional Use Permit	50	165	-	-	-
34113	Zoning Amendment	-	-	-	-	-
	TOTAL REVENUE	17,091	13,460	13,200	14,067	6,800
EXPENDITURES						
Personnel						
101	Full-time employees	21,392	22,197	19,874	17,473	20,834
121	PERA	1,284	1,387	1,341	1,008	1,458
122	FICA	1,682	1,750	1,520	1,355	1,594
131	Benefits (health, dental, etc)	1,792	1,806	2,691	1,818	2,808
151	Workers Compensation	-	-	264	-	277
	Subtotal Personnel	26,150	27,139	25,690	21,655	26,971
General Operations						
201	General Supplies	11	-	75	-	75
202	Permanent Supplies	107	-	100	46	100
203	Postage	359	280	250	224	250
306	Consulting Fees	1,969	203	2,000	-	-
308	Training and conferences	470	460	500	-	500
312	Building Inspector	927	699	2,000	-	2,000
327	Other Services	2,939	-	2,000	-	2,000
331	Travel Expenses	41	-	100	-	100
355	Miscellaneous Printing	107	-	175	-	175
386	Gopher State One Call	493	489	500	342	500
442	Miscellaneous expenses	789	-	-	25	-
443	Surcharge Report	262	224	400	55	200
	Subtotal General Operations	8,473	2,355	8,100	693	5,900
Capital Expenditures						
530	Furniture and equipment					
531	Office equipment					
534	Office furniture					
538	Computers and technology					
	Subtotal Capital	-	-	-	-	-
	TOTAL EXPENSES	34,623	29,494	33,790	22,347	32,871

<u>PARKS AND RECREATION (45200)</u>		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	<u>As of Oct. 31</u>	Proposed
EXPENDITURES						
Personnel						
101	Full-time employees	36,803	26,173	50,255	41,711	52,114
104	Temp. employees	3,358	4,838	5,000	4,199	5,500
121	PERA	2,230	1,636	3,730	2,703	4,068
122	FICA	3,254	2,423	4,227	3,693	4,446
131	Benefits (health, dental, etc)	3,017	2,590	6,348	3,369	6,624
151	Workers Compensation	727	2,600	332	1,925	2,000
	Subtotal Personnel	49,390	40,260	69,892	57,600	74,752
General Operations						
201	General Supplies	130	367	1,000	103	900
202	Permanent Supplies	75	647	200	212	500
225	Landscaping Materials	35	506	-	64	100
228	Miscellaneous Repairs & Maintenance.	426	261	650	36	500
371	Non-Resident Reimbursement	74	32	200	24	200
381	Electric	1,013	367	1,100	469	1,200
382	Water	186	308	-	48	350
383	Gas Utility	1,273	840	1,500	781	1,500
384	Refuse	34	-	-	-	-
391	Telephones and Pagers	116	134	300	-	100
403	Mower repair	321	24	300	-	300
412	Warming House Repair	218	-	500	-	1,000
427	Porta Potty Rental	578	593	1,000	962	1,100
442	Miscellaneous			-	300	500
	Subtotal General Operations	4,478	4,078	6,750	2,999	8,250
Capital Expenditures						
550	Other Improvements	1,572		-	-	-
	Subtotal Capital	1,572	-	-	-	-
	TOTAL EXPENSES	51,283	40,284	76,642	60,598	83,002

<u>DEVELOPMENT (48100)</u>		2006 Actual	2007 Actual	2008 Adopted	2008 <u>As of Oct. 31</u>	2009 Proposed
REVENUE						
	Levy					
	State aide					
	Other					-
	TOTAL REVENUE					-
EXPENDITURES						
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
	TOTAL EXPENSES	3,878	3,043	10,000	1,619	3,000

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

<u>TRANSFERS OUT (45400)</u>		2006	2007	2008	2008	2009
		Actual	Actual	Adopted	<u>As of Oct. 31</u>	Proposed
REVENUE						
	Levy					-
TOTAL REVENUE						
EXPENDITURES						
732	Transfers to 302	25,000	-	-	-	31,000
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	14,660	43,118
745	Transfers to 405	-	5,203	-	-	-
Total Transfers		162,379	164,945	14,660	14,660	74,118

2009 Funds 201 – 602

Summary

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

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

Special Revenue Funds 302 – 304

Community Events Fund 201

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

Communications Fund 202

DEPT. 49500		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		37,406	42,849	35,507	31,531	31,531	28,459
REVENUES:							
36253	Franchise Fees	18,240	14,143	19,987	19,000	10,321	16,000
36211	Investment Interest	824	1,432	1,613	800	1,031	800
33600	Grants	-	-	-	-	-	-
Total Revenues		19,063	15,575	21,600	19,800	11,352	16,800
EXPENDITURES:							
101	Reg. Full Time Employees	5,986	13,330	14,815	7,547	6,212	6,026
121	PERA Contributions	347	800	865	509	401	422
122	FICA Contributions	497	1,056	1,098	577	502	461
131	Group Insurance	672	1,127	1,193	897	513	720
151	Workers Comp	-	-	-	45	-	36
Personnel costs		7,501	16,313	17,971	9,575	7,627	7,665
202	Permanent Supplies	-	-	-	-	-	-
307	Web Hosting	450	300	420	500	444	475
327	Other Service	1,473	1,637	2,410	2,300	1,329	2,800
329	Cable Franchise Fee	4,196	4,667	4,774	5,000	5,023	5,500
530	Furniture and Equipment	-	-	-	-	-	17,500
Total Operating Costs		6,119	6,604	7,604	7,800	6,796	26,275
Total Expenses		13,621	22,917	25,576	17,375	14,424	33,940
Fund Balance gain/loss		5,443	(7,342)	(3,976)	2,425	(3,072)	(17,140)
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		42,849	35,507	31,531	33,956	28,459	11,319

Recycling Fund 203

DEPT. 50000		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
Beginning Balance		18,311	26,758	39,193	51,250	51,250	59,087
REVENUES:							
36100	Recycling Fee	34,900	34,644	34,734	34,000	19,213	33,000
36102	Penalties & Interest	-	-	-	-	50	-
33622	SCORE Grant	4,467	4,378	4,378	4,000	4,758	4,866
36211	Investment Interest	494	1,120	1,898	675	1,639	500
36255	Other	-	423	64	50	12	-
Total Revenues		39,861	40,565	41,074	38,725	25,672	38,366
EXPENDITURES:							
101	Reg. FT Employees	8,262	7,774	8,664	4,354	3,683	1,714
121	PERA Contributions	469	467	495	294	240	120
122	FICA Contributions	686	631	647	333	301	131
131	Group Insurance	989	570	626	552	302	216
151	Workers Comp	-	-	-	26	-	10
Personnel costs		10,405	9,442	10,432	5,559	4,526	2,191
202	Permanent Supplies	-	-	500	-	-	-
327	Other Service	340	340	339	375	339	340
389	Recycling Contract	20,668	18,348	17,747	28,000	12,971	24,350
Operating Costs		21,008	18,688	18,586	28,375	13,310	24,690
Total Expenditures		31,414	28,129	29,018	33,934	17,836	26,881
Fund Balance Gain/Loss		8,447	12,435	12,056	4,791	7,837	11,485
39200	Transfers In	-	-	-	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		26,758	39,193	51,250	56,041	59,087	70,572

Debt Service Funds 302 – 304

2000 Improvements Debt Service Fund 302

DEPT. 47200	2005	2006	2007	2008	2008	2009
	Actual	Actual	Actual	Adopted	As of Oct. 31	proposed
BEGINNING BALANCE	325,255	277,614	225,793	208,422	208,422	114,571
REVENUES:						
36102 Penalties and Interest	13,277	10,708	8,168	-	5,151	-
36211 Investment Interest	4,746	6,928	8,052	5,000	3,339	5,000
36100 Special Assessments	55,473	27,335	38,597	51,739	19,739	30,826
Total Revenue	73,496	44,971	54,816	56,739	28,228	35,826
EXPENDITURES:						
601 Bond Principal	80,000	85,000	90,000	95,000	95,000	100,000
611 Bond Interest	40,870	36,333	31,520	26,433	26,433	21,070
621 File Maintenance Charges	267	461	666	1,000	647	1,000
Total Expenditures	121,137	121,793	122,186	122,433	122,080	122,070
Fund balance gain/loss	(47,641)	(76,822)	(67,370)	(65,694)	(93,851)	(86,244)
39200 Transfers In	-	25,000	50,000	-	-	31,000
710 Transfers Out	-	-	-	-	-	-
Ending Fund Balance	277,614	225,793	208,422	142,729	114,571	59,327

2002 Improvements Debt Service Fund 303

DEPT. 47300		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		353,695	503,529	418,623	372,016	372,016	246,107
REVENUES:							
36102	Penalties & interest	-	6,551	5,484	-	3,945	-
36211	Investment Interest	8,847	14,942	16,869	7,500	7,841	7,000
36100	Special Assessments	39,988	11,895	30,396	43,150	12,561	21,758
Total Revenue		48,835	33,388	52,749	50,650	24,347	28,758
EXPENDITURES:							
601	Bond Principal	115,000	110,000	110,000	115,000	115,000	115,000
611	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
Total Expenditures		161,555	153,294	149,356	150,609	150,256	146,153
Fund Balance Gain/Loss		(112,720)	(119,906)	(96,607)	(99,958)	(125,909)	(117,395)
39200	Transfers In	262,554	35,000	50,000	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		503,529	418,623	372,016	272,057	246,107	128,712

2003 Improvements Debt Service Fund 304

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

Capital Improvement Funds 401 - 407

Street Improvement Fund 401

DEPT. 48401		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		351,103	366,029	388,648	487,421	487,421	439,925
REVENUES:							
36211	Investment Interest	8,787	15,238	18,902	10,000	12,986	10,000
36102	Penalties & Interest	9,056	13,826	-	-	-	-
36100	Special Assessments	(2,917)	34,319	-	-	-	-
Total Revenue		14,926	63,383	18,902	10,000	12,986	10,000
EXPENDITURES:							
328	Street Repair	-	40,599	-	60,000	46,944	-
	Street Reconstruction	-	-	-	-	-	-
	Streetscaping	-	-	-	-	-	40,000
	Engineering	-	165	-	5,500	13,538	5,500
	Trees	-	-	-	-	-	-
Total Expenditures		-	40,764	-	65,500	60,482	45,500
Fund Balance Gain/Loss		14,926	22,619	18,902	(55,500)	(47,496)	(35,500)
39200	Transfers In	-	-	79,871	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		366,029	388,648	487,421	431,921	439,925	404,425

General Capital Improvement Fund 402

DEPT. 48000		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		200,739	190,717	169,678	168,351	168,351	82,410
REVENUES:							
36211	Investment Interest	4,551	6,710	8,330	4,000	4,059	2,500
	Depreciation	-	-		10,000	-	-
39999	Other	-	510		-	-	-
Total Revenue		4,551	7,220	8,330	14,000	4,059	2,500
EXPENDITURES:							
510	Land	112	-	-	-	-	-
520	Buildings	-	-	9,657	-	-	1,000
521	City Garage	1,516	74	-	-	-	-
523	Warming House	-	-	-	-	-	-
530	Furniture & Equipment	-	-	-	-	-	-
531	Office Equipment	-	2,338	-	-	-	10,000
532	Copier	-	-	-	-	-	-
535	HVAC	-	6,835	-	-	-	-
538	Computers	-	-	-	-	-	-
540	Machinery & Equipment	-	-	-	-	-	-
543	Tractor	-	28,262	-	-	-	30,000
550	Other Improvements	-	-	-	-	-	-
560	Vehicle	-	-	-	-	-	-
562	Truck	27,038	-	-	-	-	-
Total Expenditures		28,666	37,509	9,657	-	-	41,000
Fund Balance Gain/Loss		(24,114)	(30,289)	(1,327)	14,000	4,059	(38,500)
39200	Transfers In	14,092	9,251	-	-	-	-
710	Transfers Out	-	-	-	90,000	90,000	-
Ending Fund Balance		190,717	169,678	168,351	92,351	82,410	43,910

Storm Sewer Improvement Fund 403

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

Park Improvement Fund 404

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

TIF Project Fund 405

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

Sewer Improvement Fund 407

DEPT. 48407		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		81,742	83,402	86,804	330,002	330,002	340,207
REVENUES:							
36211	Investment Interest	1,660	3,402	8,003	7,500	10,205	4,000
36100	Special Assessments	-	-	-	-	-	-
Total Revenue		1,660	3,402	8,003	7,500	10,205	4,000
EXPENDITURES:							
304	Engineering	-	-	-	-	-	-
544	Other	-	-	-	-	-	-
Total Expenditures		-	-	-	-	-	-
Fund Balance Gain/Loss		1,660	3,402	8,003	7,500	10,205	4,000
39200	Transfers In	-	-	235,195	-	-	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		83,402	86,804	330,002	337,502	340,207	344,207

Enterprise Funds 601 – 602

Sanitary Sewer Enterprise Fund 601

DEPT. 49000	2005	2006	2007	2008	2008	2009
	Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
Beginning Balance	222,619	286,326	334,291	134,478	134,478	158,850
REVENUES:						
37210 Sewer Charges	224,113	225,662	223,878	225,500	176,915	225,500
36211 Investment Interest	5,416	12,667	12,212	2,500	3,973	5,000
36250 Refunds/Reimbursements	-	-	-	-	-	-
37230 Penalties	-	-	-	-	-	-
63255 Miscellaneous	25,795	-	-	-	-	-
39101 Sale of Assets	3,000	-	-	-	-	-
Total Revenues	258,325	238,329	236,090	228,000	180,889	230,500
EXPENDITURES:						
101 Reg. FT Employees	33,684	35,657	42,136	18,778	15,821	22,460
102 On-Call Pay	14,858	15,114	15,053	11,900	9,864	17,000
121 PERA Contributions	2,821	3,046	3,287	2,071	1,667	2,762
122 FICA Contributions	4,094	4,074	4,110	2,347	2,076	3,019
131 Group Insurance	4,331	4,298	5,116	2,346	2,123	2,808
151 Worker's Comp.	3,380	3,278	3,955	2,080	788	2,586
Total Personnel Costs	63,168	65,467	73,657	39,522	32,340	50,635
201 General Supplies	-	-	-	-	-	-
212 Motor Fuels	301	258	450	275	305	500
227 Tools & Equipment	-	-	-	125	289	125
228 Misc. Repairs/Maint/Supply	1,115	(10)	-	250	-	250
301 Auditing	3,737	3,101	2,716	1,400	1,350	1,700
304 Engineering	-	-	7,711	250	1,022	250
308 Training/Conferences	-	540	580	550	-	550
315 Sewer Jetting	-	-	42	1,500	1,444	1,500
316 Sewer Televising	-	-	-	2,500	11,018	2,500
331 Travel Expenses	-	-	49	50	-	50
327 Other Services	8,546	6,214	8,541	5,000	547	5,000
361 General Liability	2,651	2,466	3,699	1,250	1,390	1,365
382 Water	70	90	62	-	29	50
387 Met Council Sewer Charges	99,151	110,239	100,641	130,000	105,954	130,000
391 Telephones/Pagers	280	366	459	150	179	250
402 City Truck Repair/Maint.	139	-	-	250	-	250
425 Clothing	1,386	1,414	1,460	750	652	800
442 Misc.	-	218	641	-	-	-
444 Contingency Funds	-	-	-	1,000	-	1,000
501 Depreciation	14,074	-	-	5,000	-	-
540 Machinery & Equipment	-	-	-	-	-	-
554 System Repairs (I/I)	-	-	-	-	-	23,475
General Operating Costs	131,450	124,896	127,051	150,300	124,177	169,615
Total Expenses	194,618	190,363	200,708	189,822	156,517	220,250
Fund Gain/Loss	63,707	47,966	35,382	38,178	24,372	10,250
39200 Transfers In	-	-	-	-	-	-
710 Transfers Out	-	-	235,195	-	-	-
Ending Fund Balance	286,326	334,291	134,478	172,656	158,850	169,100

Storm Sewer Enterprise Fund 602

DEPT. 49100		2005	2006	2007	2008	2008	2009
		Actual	Actual	Actual	Adopted	As of Oct. 31	Proposed
BEGINNING BALANCE		-	-	-	20,000	43,030	68,787
REVENUES:							
37300	Storm Sewer Fee	50,364	47,919	-	47,000	33,006	47,000
36211	Investment Interest	3,316	6,578	-	500	344	500
39999	Other	-	-	-	-	-	-
Total Revenue		53,680	54,497	-	47,500	33,349	47,500
EXPENDITURES:							
101	Reg. FT Employees	28,030	25,602	-	17,996	9,893	20,119
102	On-Call Pay	-	-	-	1,215	3,139	2,000
121	PERA Contributions	1,572	1,536	-	1,377	1,111	1,548
122	FICA Contributions	2,273	2,044	-	1,377	1,385	1,692
131	Group Insurance	3,041	2,223	-	2,070	1,444	2,520
151	Workers Compensation	-	-	-	1,185	788	1,399
Total Personnel Costs		34,917	31,406	-	25,220	17,760	29,278
201	General Supplies	-	-	-	-	-	-
212	Motor Fuels	-	-	-	275	305	500
227	Tools & Equipment	-	-	-	125	51	125
228	Misc. Repairs/Maint/Supply	-	-	-	250	-	250
301	Auditing	-	-	-	1,400	1,350	1,700
304	Engineering	-	-	-	250	-	250
308	Training/Conferences	-	-	-	550	-	500
327	Other Services	-	-	-	5,000	5,531	5,000
361	General Liability	-	-	-	1,250	1,390	1,365
391	Telephones/Pagers	-	-	-	150	179	250
402	City Truck Repair/Maint.	-	-	-	250	-	250
425	Clothing	-	-	-	750	652	800
438	Dues & Subscriptions	-	-	-	-	375	-
442	Misc. (Public Education)	-	-	-	-	-	5,000
444	Contingency Funds	-	-	-	1,000	-	1,000
501	Depreciation	-	-	-	5,000	-	-
540	Machinery & Equipment	-	-	-	-	-	-
554	Storm System Repairs	-	-	-	3,000	-	3,000
Other General Costs		-	-	-	19,250	9,832	19,990
Total Expenditures		34,917	31,406	-	44,470	27,592	49,268
Fund Balance Gain/Loss		18,763	23,091	-	3,030	5,757	(1,768)
39200	Transfers In	-	-	-	20,000	20,000	-
710	Transfers Out	-	-	-	-	-	-
Ending Fund Balance		18,763	23,091	-	43,030	68,787	67,019

2009 Wage and Benefits Summary

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

The information below illustrates the allocation of personnel dollars.

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

General Fund Chart of Accounts Details

Fund 101 GENERAL FUND REVENUES

PROPERTY TAXES

101	31010	CURRENT AD VALOREM	\$456,538
101	31020	DELINQUENT AD VALOREM	\$0
101	31030	FORFEITED TAX SALE	\$0
101	31040	FISCAL DISPARITIES - 2007: \$80,594.71; 2007: \$96,437	\$101,843

LICENSES & PERMITS

101	32110	3.2 ALCOHOL LICENSE - Super USA has the only license	\$65
101	32120	CIGARETTE LICENSE - Super USA % BP-Croix Oil (\$100 per license)	\$200
101	32130	GARBAGE HAULERS LICENSE - \$65/per truck fee based on 5 vendors	\$650
101	32140	HEATING/AC LICENSE - \$35 per license	\$525
101	32150	TREE COMPANY LICENSE - \$40 per license	\$160
101	32160	GAS STATION PERMIT - BP-Croix Oil: \$20 1st pump, \$10/ add. pump	\$55
101	32210	BUILDING PERMITS - 2006: \$11,777.83; 2007: \$9,645.96	\$5,000
101	32211	ZONING PERMIT APPLICATIONS - Fences, driveways, and sidewalks	\$100
101	34102	PLAN REVIEW FEE - Plan reviews required by the Building Code	\$1,000
101	32230	PLUMBING PERMITS	\$200
101	32240	ANIMAL LICENSES - \$10 per license	\$200
101	32270	HEATING A/C PERMITS	\$500
101	32280	STREET EXCAVATION PERMIT	\$0

INTERGOVERNMENTAL REVENUE

101	33400	STATE GRANTS AND AID	\$0
101	33401	LOCAL GOVERNMENT AID - 2009 certified amount	\$595,441
101	36253	PERA AID - State reimbursement since 1998 offsets employer increases	\$1,198
101	36253	OTHER STATE AID - Market Value Homestead Credit (MVHC)	\$0

GENERAL GOVERNMENT

101	34101	CITY HALL RENTAL	\$2,000
101	34103	ADMINISTRATIVE FEE- This \$25 fee applied to fire inspection bills.	\$200
101	34105	SALE OF PUBLICATIONS	\$0
101	34107	ASSESSMENT SEARCHES	\$0
101	34109	COPIES -	\$15

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

PUBLIC SAFETY

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

OTHER REVENUE

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

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

Fund 101 GENERAL FUND EXPENDITURES

DEPT 41100 LEGISLATIVE

Obj 103 PART TIME EMPLOYEES

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

	Mayor -	\$3,600/yr.	
	Council Members - \$2,400/yr. x 4 =	<u>\$9,600/yr.</u>	
			\$13,200
Obj 122	FICA		\$1,010
Obj 151	WORKERS COMP		\$79
Obj 308	TRAINING\CONFERENCES		\$500
Obj 331	TRAVEL EXPENSE - travel & parking for meetings and training		\$100
Obj 361	GENERAL LIABILITY – including open meeting law insurance		\$4,650
	Divided: 40% 101-41100-361 – Legislative		
	35% 101-41200-361 - Administration		
	12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund		
	12.5% 602-49100-361 - Storm Sewer Enterprise Fund		
Obj 438	DUES & SUBSCRIPTIONS – Ramsey County League of Local Government, Suburban Rate Authority, League of Minnesota Cities etc.		\$2,700
Obj 439	SPECIAL EVENTS		\$100
Obj 440	MEETING EXPENSES		\$200
Obj 442	MISCELLANEOUS EXPENSE		\$0

DEPT 41200 ADMINISTRATIVE

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

DEPT 41500 ELECTION

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

DEPT 42100 PUBLIC SAFETY

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

DEPT 43000 PUBLIC WORKS

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

Obj 402	CITY TRUCK REPAIR/MAINTENANCE	\$2,000
	Divided: 80% 101-43000-402 – Public Works	
	10% 601-49000-402 - Sanitary Sewer Enterprise Fund	
	10% 602-49100-402 - Storm Sewer Enterprise Fund	
Obj 426	MACHINERY RENTAL - For equipment needed to carry out City business.	\$0
Obj 442	MISC	\$300

DEPT 43400 PLANNING, ZONING & INSPECTIONS

Obj 101	FULL TIME EMPLOYEES REGULAR	\$20,834
Obj 121	PERA CONTRIBUTIONS (.0675 X salary)	\$1,458
Obj 122	FICA CONTRIBUTIONS (.0765 X salary) = .0620 for SS and .0145 for Medicare	\$1,594
Obj 131	GROUP INSURANCE - City will contribute \$600/month per employee in 2009.	\$2,808
Obj 151	WORKERS COMP	\$277
Obj 201	GENERAL SUPPLIES -	\$75
Obj 202	PERMANENT SUPPLIES	\$100
Obj 203	POSTAGE – Nuisance and inspection letters; certified letters.	\$250
Obj 306	CONSULTING	\$0
Obj 308	TRAINING\CONFERENCES - Planning seminars; building official classes	\$500
Obj 310	PLUMBING INSPECTOR - Service provided by the City Building Inspector	\$0
Obj 312	BUILDING OFFICIAL – Fee to the commercial building inspector	\$2,000
Obj 327	OTHER SERVICES – Including surveying	\$2,000
Obj 331	TRAVEL EXPENSES	\$100
Obj 355	MISC. PRINTING	\$175
Obj 386	GOPHER STATE ONE CALL	\$500
Obj 442	MISCELLANEOUS EXPENSES	
Obj 443	SURCHARGE REPORT - Fees paid via construction permits; remitted to state.	\$200

DEPT 45200 PARK MAINTENANCE

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

DEPT 48100 DEVELOPMENT

Obj 306	CONSULTING FEES – Larpenteur Avenue consulting (Ehlers & Associates)	\$3,000
Obj 442	MISCELLANEOUS EXPENSES	\$0

DEPT 45300 CONTINGENCY

Obj 444	CONTINGENCY FUNDS – Funds to cover emergencies or unplanned costs	\$15,000
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DEPT 45400 TRANSFERS OUT

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

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

Special & Enterprise Fund Chart of Accounts Details

FUND 201 COMMUNITY EVENTS

REVENUE:

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

EXPENDITURES:

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

FUND 202 COMMUNICATIONS

REVENUE

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

EXPENDITURES

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

FUND 203 RECYCLING

REVENUE

36100	SPECIAL ASSESSMENTS- Fee assessed to property taxes for recycling services. Rate remained unchanged at \$29.40 per year. \$29.40 x 1,178 units =	\$33,000
33622	COUNTY GRANTS - SCORE GRANT - 2003: \$4,079 2004: \$4,525 2005: \$4,467 2006: \$4,378 2007: \$4,378 2008: \$4,758	\$4,866
36211	INVESTMENT INTEREST	\$500
36255	MISC. REVENUE	
39200	INTERFUND OPERATING TRANSFERS	

EXPENDITURES

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

FUND 302 2000 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

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

REVENUE

36100	SPECIAL ASSESSMENTS – from the 2000 project plus 1/3 of the 2001 project the City paid for without bonding (See table below).	\$30,826
36211	INVESTMENT INTEREST	\$5,000
39200	TRANSFERS – The projected 2009 year-end balance is approximately \$60,000. The City will need to levy for debt service in 2010 to cover the 2010 bond payment or transfer in funds.	\$31,000

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

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

EXPENDITURES

47100-

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

FUND 303 2002 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

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

REVENUE

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

36211 INVESTMENT INTEREST **\$7,000**

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

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

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

EXPENDITURES

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

FUND 304 2003 STREET AND UTILITY IMPROVEMENTS DEBT SERVICE

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

REVENUE

36100	SPECIAL ASSESSMENTS - from the 2003 project plus 1/3 of the 2001 project the City paid for without bonding (See table below).	\$34,981
36211	INVESTMENT INTEREST	\$7,000
39200	TRANSFERS – The projected 2009 year-end balance is approximately \$100,000. The City will need to levy for debt service in 2010 to cover the 2010 bond payment or transfer in funds.	

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

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

EXPENDITURES

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

FUND 401 CAPITAL IMPROVEMENT - STREETS

REVENUE

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

EXPENDITURES

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

FUND 402 GENERAL CAPITAL IMPROVEMENTS

REVENUE

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

EXPENDITURES

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

HISTORY OF RECENT EXPENDITURES:

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

FUND 403 CAPITAL IMPROVEMENTS - STORM SEWER

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

REVENUE

36211 INVESTMENT INTEREST \$8,000

EXPENDITURES

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

FUND 404 PARK IMPROVEMENTS

REVENUE

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

EXPENDITURES

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

FUND 405 TIF PROJECTS

REVENUE

36211	INVESTMENT INTEREST	\$10,000
31050	TAX INCREMENT	\$135,000
31051	DELINQUENT TAX INCREMENT	\$0
39200	TRANSFERS	\$0

EXPENDITURES

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

FUND 407 SEWER IMPROVEMENTS

REVENUE

36211	INVESTMENT INTEREST	\$4,000
39200	INTERFUND OPERATING TRANSFERS	\$0

EXPENDITURES

48407-		
710	INTERFUND OPERATING TRANSFERS	\$0

FUND 601 SANITARY SEWER ENTERPRISE

REVENUE

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

EXPENDITURES

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

35% 101-41200-361 - Administration
 12.5% 601-49000-361 - Sanitary Sewer Enterprise Fund
 12.5% 602-49100-361 - Storm Sewer Enterprise Fund

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

FUND 602 STORM SEWER ENTERPRISE

*This fund was created at the beginning of 2008.

REVENUE

37300 STORM SEWER FEE \$47,000

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

Additional Accounts:

Rosehill Townhomes: \$8.91/qtr. x 42 accounts = \$1,496.88/year

Commercial, Non-Profit, Land, & Multi-Family: 50 accounts range from \$2.50 to \$598.75 per qtr.

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

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

EXPENDITURES

49000 -

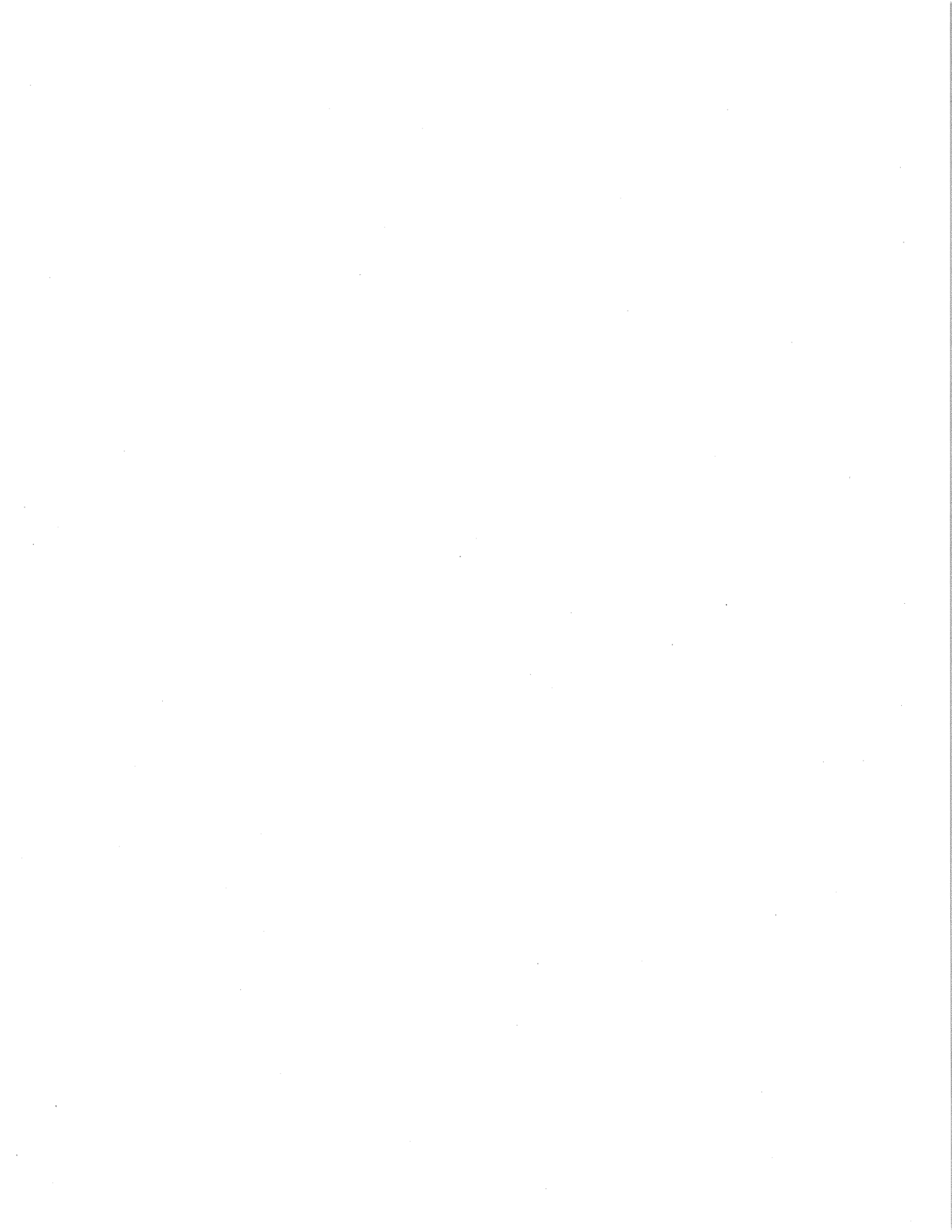
101	REGULAR FULL TIME EMPLOYEES	\$20,119
102	ON-CALL PAY	\$2,000
121	PERA CONTRIBUTION	\$1,548
122	FICA CONTRIBUTIONS	\$1,692
131	GROUP INSURANCE	\$2,520
151	WORKER'S COMP PREMIUM	\$1,399
201	GENERAL SUPPLIES	\$0
212	MOTOR FUELS & LUBRICANTS	\$500

Divided: 70% 101-43000-212 – Public Works
15% 601-49000-212 - Sanitary Sewer Enterprise Fund
15% 602-49100-212 - Storm Sewer Enterprise Fund

227	TOOLS & EQUIPMENT – Safety clothing: gloves, boots, glasses, & helmets	\$125
228	MISC. REPAIRS MAINT SUPPLIES	\$250
301	AUDITING	\$1,700

Divided: 80% 101-41200-301 – Administration
10% 601-49000-301 - Sanitary Sewer Enterprise Fund 10% 602-
49100-301 - Storm Sewer Enterprise Fund

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



ACTION REQUESTED	LAUDERDALE COUNCIL
Consent _____	MEETING DATE <u>December 9, 2008</u>
Special _____	ITEM NUMBER <u>City Code Amendment for Retaining Walls</u>
Public Hearing <u>X</u>	STAFF INITIAL <u>Jim</u>
Report _____	APPROVED BY ADMINISTRATOR _____
Discussion/Action <u>X</u>	
Resolution <u>X</u>	
Work session _____	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the October 28 meeting, staff informed the council of a resident that constructed a retaining wall partially in the alley ROW. The council decided not to proceed with a survey of the alley ROW and possible enforcement in this case. However, they agreed with staff's recommendation to require permits and setbacks for retaining walls by amending the city code.

A draft of the city code amendments are attached, as is a resolution for adoption.

OPTIONS:

- 1) Adopt Resolution.
- 2) Do not adopt Resolution.

STAFF RECOMMENDATION:

ADOPT RESOLUTION NO. 120908C AUTHORIZING PUBLICATION OF ORDINANCE NO. 08-02 BY TITLE AND SUMMARY

COUNCIL ACTION:

CITY OF LAUDERDALE

ORDINANCE NO. 08-02

An Ordinance Amending Title 9, Chapter 7 and Title 10, Chapter 8 of the Code of Ordinances Regarding Fences and Retaining Walls.

The city council of the city of Lauderdale ordains as follows:

SECTION I. Title 9, Chapter 7 of the Lauderdale City Code is amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

CHAPTER 7

FENCES AND RETAINING WALLS

SECTION:

- 9-7-1: Definitions
- 9-7-2: Scope
- 9-7-3: Building Permits Required
- 9-7-4: Regulations
- 9-7-5: Variance
- 9-7-6: Penalty

9-7-1: DEFINITIONS:

For the purpose of this Chapter, the term "fence" means any structure, intended for protection, enclosure or privacy, which is constructed of wood, iron or other material and including backstops but excluding parts of buildings. (~~Ord. 82, 7-17-1984~~)

For the purpose of this Chapter, the term "retaining wall" means a structure constructed to hold back or support an earthen bank.

9-7-2: SCOPE:

The provisions of this Chapter are intended to supplement the provisions of Title 10 of this Code relating to fences. (~~Ord. 82, 7-17-1984~~) and retaining walls.

9-7-3: BUILDING PERMITS REQUIRED:

The construction of all fences over six feet above grade shall require a building permit ~~in addition to any other required~~

permits. (~~Ord. 82, 7-17-1984~~) The construction of all fences six feet above grade or less shall require a fence permit.

The construction of all retaining walls over four feet above grade shall require a building permit. The construction of all retaining walls four feet above grade or less shall require a retaining wall permit.

9-7-4: REGULATIONS:

A. Maintenance: All fences and retaining walls shall be regularly maintained and kept in good repair, Painted, Vegetation surrounding the fence or retaining wall shall be trimmed and well maintained.

B. Setback: In the event a front yard fence or retaining wall is adjacent to and parallel with the front lot line (or side lot line on the street side of a corner lot), such fence or retaining wall shall be set back at least one foot (~~1'~~) from the street right of way or property line. In the event a fence or retaining wall is adjacent to and parallel with a platted alley, such fence or retaining wall shall be set back at least two feet from the alley right of way or property line.

C. Solid Walls Fences: Solid walls fences in excess of six feet (~~6'~~) above adjacent ground grades shall be prohibited.

D. Face of Fences: That side of the fence considered to be the face (finished side as opposed to structural supports) shall face abutting property.

E. Public Rights Of Way: No fences or retaining walls shall be permitted on public rights of way without approval of the City Council.

F. Abutment To Property Lines: Fences and retaining walls may be permitted along property lines subject to the following:

1. Physical Damages: Fences and retaining walls may abut property lines provided no physical damages of any kind results to abutting property.

2. Commercial And Industrial Districts: Fences in commercial and industrial districts may be erected abutting the lot line to a height of six feet (~~6'~~) plus two feet (~~2'~~) for a security (barbed wire or other) arm.

3. Certificate Of Survey: Where the property line is not clearly defined, a certificate of survey may be required by the Building Official or Zoning Administrator to establish the property line.

4. Height of Fences: Fences located within the side and rear yard setback areas beginning at the rear building line and fences located within the buildable area of a lot shall not exceed seven feet ~~(7')~~ in height from finished grade.

5. Front Setback Area: No fence or retaining wall along or within the front setback area shall be permitted without the approval of the City Council. ~~(Ord. 82, 7-17-1984)~~

9-7-5: VARIANCE:

Any person wishing to erect or construct a fence or retaining wall in a manner contrary to this Chapter or Title 10 of this Code shall first obtain a variance from the City Council for that purpose. ~~(Ord. 82, 7-17-1984)~~

9-7-6: PENALTY:

The violation of this Chapter shall constitute a misdemeanor subject to penalty as provided in Section 1-4-1 of this Code. ~~(Ord. 82, 7-17-1984; 1996 Code)~~ The City may also take enforcement action it finds appropriate, as described in Section 10-3-6-B of this Code.

SECTION II. Title 10, Chapter 8 of the Lauderdale City Code is amended by adding the underlined material as follows:

CHAPTER 8

LOT AND YARD REQUIREMENTS

SECTION:

- 10-8-1: Minimum Requirements
- 10-8-2: Corner Lots
- 10-8-3: Projections
- 10-8-4: Nonconforming Lot
- 10-8-5: Nonresidential
- 10-8-6: Nonconforming Setback
- 10-8-7: Measurement
- 10-8-8: Table

10-8-1: MINIMUM REQUIREMENTS:

The minimum lot area, minimum width of lot, minimum depth of front yard, rear yard, and minimum width of each side yard for each district shall be as shown in the table in Section 10-8-8 of this Chapter. For zoning purposes, setback requirements are not in effect for the common property line for those parcels of land that have been consolidated according to the requirements of Title 11, Chapter 2 of the City Code. ~~(Zoning Ord. as amd.)~~

10-8-2: CORNER LOTS:

Corner lots which abut on more than one street shall provide the required front yards along each street. Regardless of which street a building on the lot fronts, the rear yard is opposite the short street frontage, and the side yard is opposite the long street frontage. ~~(Zoning Ord. as amd.)~~

10-8-3: PROJECTIONS:

All structures, whether attached to the principal structure or not, and whether open or enclosed, including porches carports, balconies, roof overhangs, or platforms above normal grade level, shall not project into any minimum front, side, or rear yard of any lot. ~~(Zoning Ord. as amd.)~~

10-8-4: NONCONFORMING LOT:

Any lot of record existing on the effective date of the Ordinance codified in this Title may be used for the erection of a building or structure conforming to the use regulations of the district in which it is located, even though its area and width are less than the minimum requirements of this Chapter.

This requirement is in not effect for those parcels of land which have been consolidated according to the requirements of Title 11, chapter 2 of the City Code. ~~(Zoning Ord. as amd.)~~

10-8-5: NONRESIDENTIAL:

Nonresidential buildings, structures or uses shall not be located or conducted closer to any lot line of any other lot in any residential district than the distance specified in the following schedule:

Minimum Side Or Rear
Yard Abutting Any Lot
In Any Residential District

Use

20 feet

Off-street parking spaces and access drives for nonresidential uses.

40 feet

Churches, schools and public or semi-public structures.

60 feet

Recreation facilities, entertainment facilities, all business uses, and all industrial uses.

~~{Zoning Ord. as amd.}~~

10-8-6: NONCONFORMING SETBACK:

Where adjacent structures existing on the effective date of the Ordinance codified in this Title have front yard setback different from those required by Section 10-8-8 of this Chapter; the minimum front yard setback shall be the average of these existing structures. ~~{Zoning Ord. as amd.}~~

10-8-7: MEASUREMENT:

All front and side yards fronting a street shall be measured from the front or side property line beginning at the edge of the public right of way. ~~{Zoning Ord. as amd.}~~

10-8-8: TABLE:

LAND AND YARD REQUIREMENTS TABLE								
District	Lot Size		Yard Setback (feet)			Site Area Per Dwelling (sq. ft.)	Maximum Coverage* (%)	Usable Open Space (%)
	Area (sq. ft.)	Width (ft.)	Front	Rear	Side			
<u>R-1 Suburban Residential</u>								
Single Family Dwellings	7,500	60	30	20	5	7,500	**30	-
Two Family Dwellings	10,000	80	30	20	5	5,000	***30	-
Other Uses	10,000	80	30	20	5	-	-	-
<u>R-2 Urban Residential</u>								
Single Family Dwellings	5,000	40	25	20	5	5,000	**30	-
Two Family Dwellings	7,500	60	25	20	5	3,750	***30	-
Townhouses	2,500	20	25	20	-	5,000	20	52
Multi Family Dwellings	7,500	60	25	20	10	1,875	28	44
Other Uses	10,000	75	25	20	10	-	-	-
<u>R-3 Multiple Residential</u>								
Single Family Dwellings	5,000	40	20	20	10	5,000	**30	-
Two Family Dwellings	7,500	60	20	20	-	3,750	***30	-
Townhouses	2,500	20	20	20	-	5,000	20	52
Multi Family Dwellings	25,000	100	20	20	15	870	30	40
Other Uses	5,000	50	20	20	10	-	-	-
<u>B-1 Community Business</u>								
Multi Family Dwellings	5,000	50	-	15	-	1,675	28	44
Other Uses	5,000	50	-	15	-	-	-	-
<u>I-1 Light Industrial</u>								
All Uses	1 acre	150	30	30	20	-	-	-
<u>C-1 Conservation</u>								
All Uses	2 acres	300	50	30	30	-	-	-
<u>All Districts</u> All Uses		A 50-foot setback is required from the ordinary high water level of DNR protected waterbodies (Walsh Lake, #214W).						
* Maximum coverage shall be the percentage of lot area enclosed by the exterior faces of the exterior walls.								
** Figure includes assumed garage coverage of 576 sq. ft.								
*** Figure includes assumed garage coverage of 1,252 sq. ft.								

(Zon. Ord. as amended)

SETBACK REQUIREMENTS IN R-1

TYPE OF SETBACK	REQUIREMENT	NOTES ***
Front Yard:		
Principal building	30 feet	See exception in 10-8-6 *
Attached garage	30 feet	See exception in 10-8-6 *
Detached garage	30 feet	See exception in 10-8-6 *
Setback between detached garage/principal building	6 feet	
Corner lot	30 feet	For yard defined as "Front Yard"; also see exception in 10-8-6 *
<u>Fences and retaining walls</u>	<u>1 foot</u>	
Rear Yard:		
Principal building	20 feet	
Principal building on corner lot	20 feet	
Attached garage	20 feet	
Detached garage facing platted alley	8 feet	
Detached garage parallel to platted alley	3 feet	
Detached garage entered from street with no platted alley	3 feet	
Accessory building **	3 feet	
Setback between detached garage/principal building	6 feet	
Setback between accessory/principal building	6 feet	
<u>Fences and retaining walls</u> on platted alley	2 feet	
<u>Fences and retaining walls</u> not on platted alley	0 feet	
Side Yard:		
Principal building	5 feet	
Attached garage	5 feet	
Detached garage entered from street with no platted alley	5 feet	
Detached garage on platted alley	5 feet	
Accessory building **	3 feet	
Setback between detached garage/principal building	6 feet	
Setback between accessory/principal building	6 feet	
If corner lot, building side facing street	5 feet	For yard defined as "Side Yard"; requirement is for all buildings on corner lots.
<u>Fences and retaining walls</u>	0 feet	
Driveway	0 feet	

* 10-8-6: Where adjacent structures existing on the effective date of the Ordinance codified in this Title have a front yard setback different from those required by this Title, the minimum front yard setback shall be the average of these existing structures.

** For zoning purposes, accessory building is defined as any building which is not the principal building or garage

*** The following notes apply to all buildings:

- a). For all buildings, the setback is measured from the building foundation.
- b). In all cases, no part of the construction (including footings) can encroach onto neighboring properties.
- c). For all buildings, the overhang shall follow Uniform Building Code (UBC) Section 503.2.1(1), which states that projections shall not extend beyond "a point one third the distance to the property line from an assumed vertical plane located where fire-resistive protection of openings is first required due to location on property".
- d). No building may be built in an easement area.

HEIGHT REQUIREMENTS IN R-1

TYPE OF HEIGHT REQUIREMENT	REQUIREMENT	NOTES
All Structures	25 feet or 2 stories, whichever is higher	
Rear & side yard fence	7 feet	Zoning Permit required for fences 6 feet and under; Building Permit required for fences over 6 feet in height
Screens on decks	Screens on decks can be up to 7 feet in height measured from the deck floor, not to exceed the roofline.	Building Permit required for screens over 6 feet in height
Fences at conflicting zoning districts	Up to 8 feet in height	Building Permit required for fences over 6 feet

SECTION III. This ordinance shall be effective upon its adoption and publication.

Adopted by the city council of the City of Lauderdale this _____ day of _____, 2008.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator-Clerk

Published in the _____ this _____ day of _____, 2008.

RESOLUTION NO. 120908C

CITY OF LAUDERDALE
COUNTY OF RAMSEY
STATE OF MINNESOTA

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE NO. 08-02 BY TITLE AND
SUMMARY

WHEREAS, the City Council of the City of Lauderdale has adopted Ordinance No. 08-02 Amending Title 9, Chapter 7 and Title 10, Chapter 8 of the Code of Ordinances Regarding Fences and Retaining Walls; and

WHEREAS, Ordinance No. 08-02 is approximately 8 pages in length and includes charts; and

WHEREAS, Minnesota Statutes 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and the effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lauderdale that the City Administrator shall cause the following summary of Ordinance No. 08-02 of the City Code to be published in the official newspaper in lieu of the entire Ordinance.

PUBLIC NOTICE

The City Council of the City of Lauderdale has adopted Ordinance No. 08-02 Amending Title 9, Chapter 7 and Title 10, Chapter 8 of the Code of Ordinances Regarding Fences and Retaining Walls. The Ordinance requires permits and setbacks for retaining walls. It also requires fence permits for fences six feet above grade or less. All of the City's requirements for retaining wall placement, construction and maintenance are set forth in this Ordinance.

Heather Butkowski, City Administrator

BE IT FURTHER RESOLVED, by the City Council of the City of Lauderdale that the City Administrator keep a copy of the Ordinance at City Hall for public inspection.

Dated this 9th day of December, 2008.

SEAL:

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date December 9, 2008

ITEM NUMBER 9C - TH280 Signal Res.

STAFF INITIAL AAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Previously, the Council voted on brown signal poles for the new bridge because Mn/DOT asked if the Council preferred that color over the standard green and yellow. After that request moved to the next Mn/DOT department, I received an email stating Mn/DOT does not recommend painting signal poles. You can imagine my surprise. When I questioned this, Mn/DOT staff realized they weren't on the same page since they changed the type of poles used. The new pole design can be painted but does not hold paint well and would need ongoing maintenance. Additionally, the City would be charged \$5,000 for the painted poles. If the Council would like to reconsider the request for brown poles, that would have to be voted on to reverse the previous vote.

Mn/DOT also sent over the traffic control agreement for the new bridge signals. It explains the City is obligated to pay \$6,480.00 toward the emergency light system. To approve, the Council must adopt resolution 120908D.

OPTIONS:

STAFF RECOMMENDATION:

Motion to change TH280 signal poles from architectural brown to galvanized steel / anodized aluminum.

Motion to adopt Resolution 120908D Approving the Traffic Control Signal Agreement between the City of Lauderdale, the Minnesota Department of Transportation, and Ramsey County.

COUNCIL ACTION:

MINNESOTA TRANSPORTATION DEPARTMENT

TRAFFIC CONTROL SIGNAL

AGREEMENT NO. 93699R

BETWEEN

THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION

AND

THE COUNTY OF RAMSEY

AND

THE CITY OF LAUDERDALE

TO

Remove the existing temporary Traffic Control Signals and Install new Traffic Control Signals with Street Lights, Emergency Vehicle Pre-emption, Interconnect and Signing on Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp, and at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp, in the City of Lauderdale, Ramsey County, Minnesota.

S.P. 6241-51 (T.H. 280=280)

S.A.P. 62-630-53

Prepared by Metropolitan District Traffic Engineering

ESTIMATED AMOUNT RECEIVABLE

AMOUNT ENCUMBERED

County of Ramsey \$184,302.00

City of Lauderdale \$6,480.00

None

Otherwise Covered

PARTIES

This Agreement is entered into by the State of Minnesota acting through its Commissioner of Transportation, (State), and the County of Ramsey, (County), and the City of Lauderdale, (City).

RECITALS

Minnesota Statutes Section 161.20 authorizes the Commissioner of Transportation to enter into agreements with any governmental authority for the purposes of constructing, maintaining and improving the Trunk Highway system.

The State has determined that there is justification and it is in the public's best interest to remove the existing temporary traffic control signals and install new traffic control signals including street lights, interconnect and signing (Traffic Control Signal(s)) on Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp (System "A"), and at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp (System "B"), in accordance with State plans, specifications and special provisions designated as State Project No. 6241-51 (T.H. 280=280) and State Aid Project No. 62-630-53.

The City requests and the State agrees to the installation of Emergency Vehicle Pre-emption Systems (EVP System(s)) as a part of the new Traffic Control Signal installations.

It is considered in the public's best interest for the State to provide a master controller and two new cabinets and control equipment (State-furnished materials) to operate the new Traffic Control Signals.

The County, City and the State will participate in the cost, maintenance and operation of the new Traffic Control Signals and EVP Systems.

CONTRACT

1. The State will prepare the necessary plan, specifications and proposal (Preliminary Engineering).

2. The State, with its own resources or by contract, will remove the existing temporary traffic control signals and install new Traffic Control Signals and EVP Systems on Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp (System "A"), and at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp (System "B"), pursuant to State Project No. 6241-51 (T.H. 280=280) and State Aid Project No. 62-630-53.

3. The State will perform all construction engineering and inspection functions (Construction Engineering) in connection with the contract construction and perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.

4. The cost of construction (Construction Cost) consists of the contract cost of the work and State-furnished materials, or, if the work is not contracted, the actual cost of all labor, materials, State-furnished materials and equipment rental required to complete the work. Construction Cost does not include the cost of providing the power supply to the service poles or pads. A Preliminary SCHEDULE "I" is attached and incorporated into this Agreement. The Preliminary SCHEDULE "I" includes all County and City Construction Costs, and is based on engineer's estimated unit prices and State-furnished materials lump sum amounts. The County and City will participate in the following construction at the percentage indicated:

- a. Construction Costs for the Traffic Control Signal on T.H. No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp (System "A").

The County's Construction Cost share is 50 Percent.

- b. Construction Costs for the Traffic Control Signal on T.H. Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp (System "B").

The County's Construction Cost share is 50 Percent.

- c. Construction Costs for the EVP System on T.H. No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp (System "A").

The City's Construction Cost share is 50 Percent.

- e. Construction Costs for the EVP System on T.H. No. 280 at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp (System "B").

The City's Construction Cost share is 50 Percent.

- f. The County and City will pay a Construction Engineering charge in an amount equal to 8 percent of the total County and City Construction Cost, respectively, covered under this Agreement.

5. The County's and the City's estimated total Construction Cost share, lump sum State-furnished materials costs and Construction Engineering costs are \$184,302.00 for the County and \$6,480.00 for the City, as shown in the attached Preliminary SCHEDULE "I." The State will prepare a Revised SCHEDULE "I" based on construction contract unit prices and lump sum State-furnished materials cost. Upon execution of this Agreement, award of the Construction Contract, and receipt of the State's written request, the County and the City will advance to the State their total estimated Construction Cost share, lump sum State-furnished materials cost and Construction Engineering costs.

6. Upon completion and acceptance of the contract construction and upon computation of the final amount due the State's contractor, the State will prepare a Final SCHEDULE "I" and submit a copy to the County and City. The Final SCHEDULE "I" will be based on final quantities, and include all County and City Construction Cost, lump sum State-furnished materials costs and Construction Engineering covered under this Agreement. If the final cost of a party's participation covered under this Agreement exceeds the amount of funds advanced by that party, the party will, upon receipt of a request from the State, promptly pay the difference to the State without interest. If the final cost of a party's participation covered under this Agreement is less than the amount of funds advanced by that party, the State will promptly return the balance to the party without interest. Pursuant to Minnesota Statutes Section 15.415, the State waives claim for any amounts less than \$5.00 over the amount of the County and City funds previously advanced to the State, and the County and City waive claim for the return of any amounts less than \$5.00 of those funds advanced by either party.

7. The County, for Systems "A" and "B", will be responsible for the cost and application to secure an adequate power supply to the service pads or poles. Upon completion of this project, the County will thereafter pay all monthly electrical service expenses necessary to operate the Traffic Control Signals and EVP Systems.

8. Upon completion of this project, for Systems "A" and "B", the County will, at its cost and expense: (1) maintain the luminaires and all its components, including replacing the luminaire when necessary; (2) relamp the new traffic control signals and street lights; (3) clean the controller and service cabinets; and (4) clean the new traffic control signals and luminaire mast arm extensions. The State will, at its cost and expense, maintain the interconnect and signing, and perform all other traffic control signal and street light maintenance.

9. The EVP Systems will be installed, operated, maintained, or removed in accordance with the following conditions and requirements:

- a. All maintenance of the EVP Systems must be done by State forces.
- b. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes Section 169.01, Subdivision 5. Authorized emergency vehicles may use emitter units only when responding to an emergency. The City will provide the State's District Engineer or his designated representative a list of all vehicles with emitter units, if requested by the State.
- c. Malfunction of the EVP Systems must be reported to the State immediately.

- d. In the event the EVP Systems or its components are, in the opinion of the State, being misused or the conditions set forth in Paragraph b above are violated, and such misuse or violation continues after the City receives written notice from the State, the State may remove the EVP Systems. Upon removal of the EVP Systems pursuant to this Paragraph, all of its parts and components become the property of the State.
- e. All timing of the EVP Systems will be determined by the State.

12. Each party will be solely responsible for its own acts and omissions and the results thereof, to the extent authorized by law. Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, governs the State's liability. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County and the City. Each party will be solely responsible for its own employees for any Workers' Compensation claims.

13. All timing of the new Traffic Control Signals will be determined by the State, and no changes may be made except with the approval of the State.

14. By signing this agreement, the County and City authorize the State to enter upon the County and City public right of way to install and maintain the new Traffic Control Signals and EVP Systems.

15. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

16. If any party fails to enforce any provisions of this Agreement, that failure does not waive the provision or its right to enforce it.

17. This Agreement contains all negotiations and agreements between the parties. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

18. Minnesota law governs this contract. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

19. This Agreement is effective on the date the State obtains all required signatures under Minnesota Statutes 16C.05, Subdivision 2, and will remain in effect until terminated by written agreement of the parties.

20. The State's obligation to perform any work, or to let a Contract for the performance of the work, on the State Project referenced above, is subject to the availability of funding from the Minnesota Legislature or other funding source.

21. Authorized Agents

- a. The District's Authorized Agent for the purpose of the administration of this Agreement is Allan Espinoza, Metropolitan Traffic Design Services, or his successor. His current address and phone number are 1500 West County Rd. B2, Roseville, MN 55113, (651)234-7812.
- b. The County's Authorized Agent for the purpose of the administration of this Agreement is Mr. Arron Laberee, Ramsey County Traffic Engineer, or his successor. His current address and phone number are 1425 Paul Kirkwood Drive, Arden Hills, MN 55112, (651) 266-7105.
- c. The City's Authorized Agent for the purpose of the administration of this Agreement is Heather Butkowski, City of Lauderdale Administrator or her successor. Her current address and phone number are 1891 Walnut Street, Lauderdale, MN 55113, (651) 792-7657.

THIS SPACE INTENTIONALLY LEFT BLANK

IN TESTIMONY WHEREOF the parties have executed this Agreement by their authorized officers.

COUNTY OF RAMSEY

RECOMMENDED FOR APPROVAL:

By: _____
Kenneth Haider, Director,
Ramsey County Public Works
Department

By: _____
Chairperson Board of
County Commissioners

Approved as to Form:

Attest:
By: _____
Chief Clerk - County
Board

Assistant County Attorney

Date: _____

Date: _____

Ramsey County Budgeting and
Accounting

Date: _____

CITY OF LAUDERDALE

By _____
Mayor

Date _____

By _____

Title _____

Date _____

DEPARTMENT OF TRANSPORTATION

Recommended for approval:

By _____
District Engineer

Approved:

By _____
State Design Engineer

Date _____

Approved as to form and execution:

By _____
Contract Management

Date _____

COMMISSIONER OF ADMINISTRATION

As delegated to Materials Management
Division

By _____

Date _____

RESOLUTION NO. 120908D

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

RESOLUTION

IT IS RESOLVED that the City of Lauderdale enter into Mn/DOT Agreement No. 93699R with the State of Minnesota, Department of Transportation for the following purposes:

To remove the existing temporary Traffic Control Signals and Install new Traffic Control Signals with Street Lights, Emergency Vehicle Pre-emption, Interconnect and Signing on Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp, and at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp, under State Project No. 6241-51 (T.H. 280=280) and State Aid Project No. 62-630-53, within the corporate City limits.

IT IS FURTHER RESOLVED that the Mayor and the _____ are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Lauderdale at an authorized meeting held on the 9th day of December, 2008, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this _____ day of _____, 200_

Notary Public _____

My Commission Expires _____

*NOTARY
STAMP*

(Signature)

(Type or Print Name)

(Title)

COUNTY OF RAMSEY

RESOLUTION

IT IS RESOLVED that the County of Ramsey enter into Mn/DOT Agreement No. 93699R with the State of Minnesota, Department of Transportation for the following purposes:

To remove the existing temporary Traffic Control Signals and Install new Traffic Control Signals with Street Lights, Emergency Vehicle Pre-emption, Interconnect and Signing on Trunk Highway No. 280 at County State Aid Highway 30 (Larpenteur Avenue) East Ramp, and at County State Aid Highway 30 (Larpenteur Avenue/Hennepin Avenue) West Ramp, under State Project No. 6241-51 (T.H. 280=280) and State Aid Project No. 62-630-53, within the corporate City limits of Lauderdale.

IT IS FURTHER RESOLVED that the _____ and the _____ are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of the County of Ramsey at an authorized meeting held on the _____ day of _____, 200_, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this _____ day of _____, 200_
Notary Public _____
My Commission Expires _____
NOTARY STAMP

(Signature)
(Type or Print Name)
(Title)

PRELIMINARY SCHEDULE "I"

Agreement No. 93699R

County of Ramsey and City of Lauderdale

S.P. 6241-51 (T.H. 280=280) and S.A.P. No. 62-630-53

State Funds

Preliminary: November 25, 2008

Traffic control signal construction to start approximately April 15, 2009 under

State Contract No. _____ with _____

located on Trunk Highway No. 280 East and West Ramps at County State Aid Highway No. 30(Larpenteur Avenue/Hennepin Avenue), Lauderdale, MN

RAMSEY COUNTY TRAFFIC SIGNAL COST PARTICIPATION

	Signal Cost	State Furnished Materials	County Participation Rate	County Cost	Total County Cost
Signal System "A" East Ramp	\$135,000.00	\$32,000.00	50.0%	83,500.00	83,500.00
Signal System "B" West Ramp	\$135,000.00	\$32,000.00	50.0%	83,500.00	83,500.00
Master Controller		\$7,300.00	50.0%	3,650.00	3,650.00
Construction and State-Furnished Materials Subtotals				\$170,650.00	\$170,650.00
Construction Engineering (8%)				13,652.00	13,652.00
Totals (Construction Costs+ State-Furnished Materials+ Construction Engineering)				(1) \$184,302.00	(1) \$184,302.00

CITY OF LAUDERDALE TRAFFIC SIGNAL COST PARTICIPATION

	EVP Cost	State Furnished Materials	City Participation Rate	City Cost	Total City Cost
EVP System Construction-Signal System "A"	\$6,000.00		50.0%	3,000.00	3,000.00
EVP System Construction-Signal System "B"	\$6,000.00		50.0%	3,000.00	3,000.00
Construction Subtotals				\$6,000.00	\$6,000.00
Construction Engineering (8%)				480.00	480.00
Totals (Construction Costs+ Construction Engineering)				(1) \$6,480.00	(1) \$6,480.00

(1) Amount of advance payment as described in Paragraph No. 5 of the Agreement (Estimated amount)

LAUDERDALE COUNCIL ACTION FORM

Action Requested

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

Meeting Date December 9, 2008

ITEM NUMBER 9D - 60th Anniversary

STAFF INITIAL HAB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

During the last meeting, the Council began discussing ways to celebrate Lauderdale's 60th year as a city. The Council wanted to continue discussing that tonight. In the interim, staff thought of additional small or inexpensive ways to note the special year.

- List fun facts, history tidbit etc on the CTV screens
- City website
- Newsletter articles
- Have the *Roseville Review* and the *Bugle* run stories about Lauderdale's 60 years
- Note it on city letterhead and envelopes
- Through city events - maybe a banner that is hung at city events

Staff can start working on some of the ideas noted above and continue looking for other ways to note the anniversary. If you would like, the PCIC could also brainstorm some ideas.

OPTIONS:

STAFF RECOMMENDATION:

Provide staff direction on the types of things you would like us to do to prepare.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED

Consent _____
Public Hearing _____
Discussion _____ **X** _____
Action _____
Resolution _____
Work session _____

Meeting Date: December 9, 2008

ITEM NUMBER 9E—Recreation Programs

STAFF INITIAL CC

APPROVED BY ADMINISTRATOR

DESCRIPTION OF CURRENT PRACTICES AND POSSIBLE EXPANSION:

Summer recreation programs have been a part of the City of Lauderdale's past. In an effort to promote healthy lifestyles and choices staff have been discussing potential ideas with our neighboring cities who have the resources and capacity for implementation.

The attached memo is an example and outlines programs which Roseville is able to coordinate. This includes a puppet wagon, tennis lessons and a summer park program for youth. Some of these programs are free and others are fee-based. Roseville is requesting assistance with overhead costs associated with any free programs however this is an item which can be negotiated.

If the council chooses to pursue discussions further to collaborate with outside or inter-government agencies (i.e.: neighboring city recreation programs, 623 community education, the YMCA, library, and 4H youth development) for enrichment programs this could be contingent on locating grants or other funding resources.

OPTIONS:

- 1) Nothing.
- 2) Determine a) level of interest; and b) staff time to investigate—details, budget implications and resources for council consideration.

STAFF RECOMMENDATION:

COUNCIL ACTION:



November 18, 2008

To: Colleen Callahan, City of Lauderdale
Fr: Jill Anfang, Roseville Parks and Recreation
Re: Possible Recreation Collaboration

Thank you for inquiring into possible future collaborations and partnerships. I have some preliminary information I would like to share with you for discussion and feedback.

As a starting point, we can definitely coordinate a system where Lauderdale residents pay the same Roseville resident fees for programs and facilities with the City of Lauderdale being billed for the cumulative non-resident fee annually.

I am still waiting on pricing for a page in the brochure; hopefully I will hear something soon and be able to forward you a quote. This is something we can coordinate for the spring summer brochure which comes out in late March and covers activities between April and August.

In regards to programming, I have talked to the staff members who manage the different programs and they are interested in exploring how we might bring some recreation experiences to Lauderdale Community Park starting in the summer.

I believe in starting with a core group of experiences that will gauge interest and help us establish a following that can be built upon. With that said; I would recommend offering;

- Puppet Wagon stop – Wednesdays @ 11:30am (mid June through early August) Non-fee based program and would require a subsidy from Lauderdale to support staffing and contribute towards supply. Approximate cost would be \$100/week ~ 3 staff – 2.5 hours/week at \$12/hour/person. \$10/week materials.
- Youth Sports Combo Class – 2 days per week, one day t-ball the other day soccer. 2 age group classes per day (4 and 5 year olds, 6-9 year olds). This would be a skill development program with a focus on fun. Fee based program
- Tennis Lessons – 2 classes back-to-back, to make it most cost efficient for staff. Lessons could be for youth only, one youth class, one adult class or one parent-child class. Fee based program
- Summer in the Park Playground Program – Monday-Thursday afternoons (1-4pm). Three week program for kids in grades K-6. Weekly themes guide activities. Non-fee based program and would require a subsidy from Lauderdale, approximate cost to be determined using specific program information.

I am excited by the opportunity to work with you and the staff in Lauderdale to bring additional recreation experiences to the community.

I realize this is brief and vague, but it is a starting point and look forward to spending more time with you to hammer out more of the details.

Thank you.

Jill Anfang
Assistant Director, Parks and Recreation

ACTION REQUESTED	LAUDERDALE COUNCIL
Consent _____	MEETING DATE <u>December 9, 2008</u>
Special _____	ITEM NUMBER <u>Lot Sizes</u>
Public Hearing _____	STAFF INITIAL <u>Jim</u>
Report _____	APPROVED BY ADMINISTRATOR _____
Discussion/Action _____	
Resolution _____	
Work session <u> X </u>	

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the last meeting, the Mayor requested a discussion on lot sizes due to approval of a final plat with variances for Rysgaard Estates which allowed lot sizes smaller than the minimum.

The City Code regulates the size of “new” lots for single family dwellings in the R-1 District to a minimum 60-foot width and 7,500 square feet. The only way a “new” lot could be less than the minimum lot size is with the approval of a variance.

Until 1997, residents only had the option of replatting to combine or divide lots, ensuring that lot divisions would meet the minimum lot size mentioned above, unless a variance was approved. To make the process of combining or dividing lots easier and less expensive for the resident, the council approved a new ordinance for lot consolidation/division in 1997. Adjacent lots could then be combined under one Property Identification Number (PIN) with adoption of a resolution (instead of replatting) or divided into the original lots by the same process unless non-conforming structures would be created.

In the Rysgaard case, two adjacent lots had previously been combined under one Property Identification Number (PIN) and not replatted. The lot division application was denied because the request would have created a non-conforming structure. The only option left was to replat through the subdivision process, which also needed variances to the lot size requirements.

The attached memo from 1997 provides additional background on subdivisions and lot consolidations/divisions.

Minimum lot sizes for single family dwellings/R-1 District/Other Cities (total square feet, lot width)

Falcon Heights: 10,000 sq. ft. & 75 ft. interior lot, 10,000 sq. ft. & 90 ft. corner lot

St. Anthony: 9,000 sq. ft. & 75 ft. interior lot, 11,000 sq. ft. & 90 ft. corner lot

Columbia Heights: 8,400 sq. ft. & 70 ft. interior and corner lot

Roseville: 11,000 sq. ft. & 85 ft. interior, 12,500 sq. ft. & 100 ft. corner lot

OPTIONS:

STAFF RECOMMENDATION:

COUNCIL ACTION:

10-8-8: TABLE:

LAND AND YARD REQUIREMENTS TABLE								
District	Lot Size		Yard Setback (feet)			Site Area Per Dwelling (sq. ft.)	Maximum Coverage* (%)	Usable Open Space (%)
	Area (sq. ft.)	Width (ft.)	Front	Rear	Side			
<u>R-1 Suburban Residential</u>								
Single Family Dwellings	7,500	60	30	20	5	7,500	**30	-
Two Family Dwellings	10,000	80	30	20	5	5,000	***30	-
Other Uses	10,000	80	30	20	5	-	-	-
<u>R-2 Urban Residential</u>								
Single Family Dwellings	5,000	40	25	20	5	5,000	**30	-
Two Family Dwellings	7,500	60	25	20	5	3,750	***30	-
Townhouses	2,500	20	25	20	-	5,000	20	52
Multi Family Dwellings	7,500	60	25	20	10	1,875	28	44
Other Uses	10,000	75	25	20	10	-	-	-
<u>R-3 Multiple Residential</u>								
Single Family Dwellings	5,000	40	20	20	10	5,000	**30	-
Two Family Dwellings	7,500	60	20	20	-	3,750	***30	-
Townhouses	2,500	20	20	20	-	5,000	20	52
Multi Family Dwellings	25,000	100	20	20	15	870	30	40
Other Uses	5,000	50	20	20	10	-	-	-
<u>B-1 Community Business</u>								
Multi Family Dwellings	5,000	50	-	15	-	1,675	28	44
Other Uses	5,000	50	-	15	-	-	-	-
<u>I-1 Light Industrial</u>								
All Uses	1 acre	150	30	30	20	-	-	-
<u>C-1 Conservation</u>								
All Uses	2 acres	300	50	30	30	-	-	-
<u>All Districts</u>								
All Uses	A 50-foot setback is required from the ordinary high water level of DNR protected waterbodies (Walsh Lake, #214W).							
* Maximum coverage shall be the percentage of lot area enclosed by the exterior faces of the exterior walls.								
** Figure includes assumed garage coverage of 576 sq. ft.								
*** Figure includes assumed garage coverage of 1,252 sq. ft.								

(Zon. Ord. as amended)

ITEM G-2

CITY OF LAUDERDALE

MEMORANDUM

TO: PLANNING COMMISSION MEMBERS

FROM: DAN OLSON, ZONING ADMINISTRATOR

RE: REVISION TO THE LOT CONSOLIDATION REQUIREMENTS

DATE: JUNE 17, 1997

=====

PURPOSE

The purpose of this agenda item is to discuss the possible revision of the City's Subdivision Regulations and Zoning Ordinance to include simpler procedures for consolidating lots. The revision of these requirements is prompted by a recent inquiry from a resident asking that these requirements be made less cumbersome.

At the February 18, 1997 Planning Commission meeting, the Commission gave preliminary approval to new lot consolidation requirements. However, staff would like to review this issue again and attempt to simplify and clarify these requirements even further. At the May 27, 1997 City Council meeting, the Council directed the Commission to develop a new ordinance in order to make it easier for Lauderdale property owners to consolidate adjacent properties.

CURRENT CITY CODE REQUIREMENTS

Currently, if a property owner in Lauderdale would like to consolidate two adjacent properties they would have to go through a re-platting process. These requirements are found in the Subdivision Regulations, Title 11, chapter 1 of the City Code (a copy of these requirements are attached for your review). These procedures can be very expensive because a preliminary and final plat needs to be created, as well as a new legal description. The benefit of re-platting is that the name of the subdivision is changed permanently and there is a new single legal description for the consolidated property. For example, if John Johnson replatted lots 7 and 8, Block 1 of Sather's Addition to consolidate them, they would become lot 1, Block 2 of Johnson's Addition. Another benefit of replatting would be that any easements on the property would be automatically vacated.

Re-platting therefore creates one "new" lot, which ensures that if the lots are ever divided again, they would have to meet the minimum lot size requirement (in Lauderdale, this is a 60 by 125 foot lot). It is important for the City to ensure that if consolidated lots are ever divided again that this does not create non-conforming structures. However, staff feels that this objective could be achieved without requiring re-platting.

COMPREHENSIVE PLAN GOALS

The proposed comprehensive plan states as a goal to "create alternatives for simplifying lot combinations". Several land use issues revolve around the size of existing lots. These issues include lot coverage, setback requirements, easements, and access by safety equipment. The large variety of lot sizes makes it difficult to create a Zoning Ordinance that will accommodate all the different situations. Therefore, the Comprehensive Plan goal of simplifying lot combinations will encourage residents to consolidate their lots where this is feasible. Staff feels that this goal is difficult to achieve with the current requirements because of the high cost to residents of re-platting their lots.

POSSIBLE ORDINANCE REQUIREMENTS

In establishing a lot consolidation ordinance, we have consulted the State Statute and the Ramsey County Surveyor's Office. Neither of these two have strict requirements as to what cities should require for lot consolidations. It is pretty much left up to the City. Our main goal as a City is to ensure that if the property is ever again divided, that non-conforming structures are not created. Therefore, we need to have some safeguards in place so that property owners cannot create such situations. The following should be included in a new ordinance:

- 1). Require that a survey be completed showing lot lines, existing legal descriptions for both lots, and a proposed legal description for the consolidated lot. Requiring

that a survey be done is cheaper in most cases than a plat and we also will receive a new legal description for the consolidated lot.

- 2). The applicant should merge the Property Identification Numbers (PIN) into one number. This is a simple procedure. The property owner fills out a form at Ramsey County (a copy of this form is attached for your review). If the property owner ever applies to have two PIN numbers again, the County requires that the property owner receive City permission to do this.
- 3). The applicant provides proof of ownership of both properties.
- 4). The consolidation could take place through a City Council resolution.
- 5). Procedures should be adopted to regulate the division of previously consolidated properties.

PROPOSED ORDINANCE REVISIONS

Attached are the proposed City Code revisions for these new lot consolidation requirements. These requirements include a revision of City Code section 10-8-4 (found in the Zoning Ordinance) and the addition of Title 11, Chapter 2 (Subdivision Regulations).

COMMENTS FROM CITY ATTORNEY

Our City Attorney, Ron Batty, has reviewed the proposed ordinance and his comments have been implemented into the new ordinance.

PLANNING COMMISSION ACTION REQUESTED

Staff requests that the Planning Commission recommend approval of new lot consolidation requirements to the City Council. A Public Hearing on this proposed ordinance is scheduled to take place at the regular City Council meeting on June 24, 1997.

