

LAUDERDALE CITY COUNCIL MEETING AGENDA
7:30 P.M. TUESDAY, DECEMBER 8, 2015
LAUDERDALE CITY HALL, 1891 WALNUT STREET

The City Council is meeting as a legislative body to conduct the business of the City according to Robert's Rules of Order and the Standing Rules of Order and Business of the City Council. Unless so ordered by the Mayor, citizen participation is limited to the times indicated and always within the prescribed rules of conduct for public input at meetings.

1. **CALL THE MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVALS**
 - a. Agenda
 - b. Minutes of the November 24, 2015 City Council Meeting
 - c. Claims Totaling \$88,594.14
4. **CONSENT**
 - a. Publication by Summary of CenturyLink Cable Franchise Ordinance
 - b. 2016 Council Meeting Schedule
 - c. Accounts Payable Authorization for Year-End
 - d. Resolution 120815C Adoption of 2016 Fee Schedule
 - e. Approve Replacement Public Works Truck Purchase
 - f. Public Works Maintenance Step Increase
5. **SPECIAL ORDER OF BUSINESS/RECOGNITIONS/PROCLAMATIONS**
6. **INFORMATIONAL PRESENTATIONS / REPORTS**
7. **PUBLIC HEARINGS**

Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings all affected residents will be given an opportunity to speak pursuant to the Robert's Rules of Order and the standing rules of order and business of the City Council.

- a. Opportunity to Address the City Council Regarding the 2016 Budget and Levy
8. **DISCUSSION / ACTION ITEMS**
 - a. Resolution 120815A Adopting the 2016 Final Property Tax Levy
 - b. Resolution 120815B Adopting the 2016 Final Budget and Establish Fund Appropriations
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
 - a. Minnesota Commercial Rail Request for Support
 - b. November Financial Report
 - c. Investment Report
 - d. Investment Policy

- e. Designating Official Depository and Investment Institutions
- f. Tobacco and Alcohol Licenses
- g. Committee Appointments and Assignments

12. WORK SESSION

- a. Opportunity for the Public to Address the City Council

Any member of the public may speak at this time on any item not on the agenda. In consideration for the public attending the meeting, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address, and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter any discussion without permission of the presiding officer.

Your participation, as prescribed by the Robert's Rules of Order and the standing rules of order and business of the City Council, is welcomed and your cooperation is greatly appreciated.

- b. Community Development Update

13. ADJOURNMENT

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

Page 1 of 3

November 24, 2015

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

Councilors present: Mayor Jeff Dains, Mary Gaasch, and Denise Hawkinson.

Councilors absent: Roxanne Grove and Lara Mac Lean.

Staff present: Heather Butkowski, City Administrator; Jim Bownik, Assistant City Administrator; and Terry Berg, Deputy City Clerk.

Others present: Gina Fiorini of Kennedy and Graven.

Approvals

Mayor Dains asked for changes to the meeting agenda. Mayor Dains requested the topic of proposed tax statements be added. Motion was made by Councilor Hawkinson to approve the agenda with the proposed tax statements topic added under Additional Items, seconded by Councilor Gaasch and carried unanimously.

Councilor Gaasch moved to approve the City Council meeting minutes of November 10, 2015. Councilor Hawkinson seconded the motion and carried unanimously.

Councilor Hawkinson moved and seconded by Councilor Gaasch to approve the claims totaling \$28,201.08. Motion carried unanimously.

Consent

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. City Administrator Butkowski noted that the Publication by Summary requires a 4/5 vote, so the item would need to be removed. Councilor Gaasch moved and seconded by Councilor Hawkinson to approve the amended Consent Agenda thereby approving the Hiring of Seasonal Skating Rink/Warming House Staff, Final Pay Request for Larpenteur Avenue Project, and October Financial Report. Motion carried unanimously.

Public Hearings

A. Benedictine Health Systems Conduit Financing – Resolution 112415A

Mayor Dains introduced the conduit financing for Benedictine Health Systems.

Gina Fiorini of Kennedy and Graven addressed the city council regarding the public hearing for conduit financing for Benedictine Health System. Conduit financing does not create a liability or exposure for the City but allows the Borrower to issue tax exempt debt. Ms. Fiorini noted that the revenue notes were intended to be issued before the end of calendar year 2015 but the closing has been rescheduled to January 2016 in order for the Borrower to resolve certain land sale issues. Once these issues have been resolved, the City Council will need to grant final approval for the documents.

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

Page 2 of 3

November 24, 2015

Kevin Rymanowski, Chief Financial Officer for Benedictine Health System, and Eric Lunde, Managing Director of Piper Jaffray and Company, were in attendance to answer any questions.

Mayor Dains opened the public hearing at 7:38 p.m.

There being no public comment, Mayor Dains closed the public hearing at 7:39 p.m.

Motion was made by Councilor Hawkinson and seconded by Councilor Gaasch to adopt Resolution 112415A Regarding the Issuance of Revenue Notes for the Benefit of Benedictine Health System and its Affiliates. Motion carried unanimously on a roll call vote.

Discussion / Action Items

A. Resolution 112415B Establishing 2016 Rates for Sanitary Sewer, Storm Water and Recycling
City Administrator Butkowski highlighted the discussion from the November 10 council meeting for increasing the utility rates for 2016.

Motion was made by Councilor Gaasch and seconded by Councilor Hawkinson to adopt Resolution 112415B Establishing 2016 Rates for Sanitary Sewer, Storm Water and Recycling as presented. Motion carried unanimously on a roll call vote.

B. Minnesota Commercial Rail Request for Support

City Administrator Butkowski reviewed a previous meeting with the City of St Paul, Minnesota Commercial Rail, and Minnesota Department of Transportation (MnDOT) regarding the Como Avenue bridge condition. A loan was provided to Minnesota Commercial Rail by MnDOT to make the necessary repairs. The owner, John Gohmann, of Minnesota Commercial Rail has made a request for support to have their MnDOT loan forgiven.

Discussion ensued with points being what Lauderdale businesses are served, the threat of litigation, and question of bridge ownership. Council directed the city administrator to contact the League of Minnesota Cities.

Additional Items

A. Proposed 2016 Tax Statements

Mayor Dains began the discussion by noting that proposed property tax increases range from 1% to 16% for 2016. Administrator Butkowski reported that the City had contacted Ramsey County's residential assessor, who will research and provide information for the Truth in Taxation discussion for the December 8 council meeting.

City administrator noted the next meeting may include the 2016 Budget and Levy, Minnesota Commercial Rail Request for Support, and Publication by Summary of CenturyLink Cable Franchise Ordinance.

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

Page 3 of 3

November 24, 2015

Work Session

A. Public Comment.

None.

B. Community Update

Ehlers has contacted the realtor for the Chinese Christian Church on several occasions with no response.

Brandychase has hired the City's contractor for snow removal so the sidewalk will be in better condition this winter.

Administrator Butkowski informed the Council that the fitness center will not open January 1 as originally planned.

Councilor Hawkinson inquired as to the Halloween volunteerism discussion from the last council meeting. Council discussed having task forces for specific events such as Day in the Park and Halloween. The task force would be for a specific purpose and duration of service. The Council will meeting jointly with the Park and Community Involvement Committee in February.

Lastly, the administrator reviewed the former Rapid Printing building and its intended reuse.

Closed Session

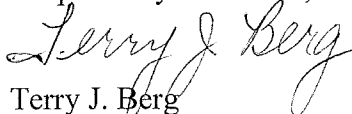
A. 1821 Eustis Street

Mayor Dains called the closed session of the City Council at 8:24 p.m. The purpose of the closed session was to review confidential data and consider strategies for purchase of real property at 1821 Eustis Street conducted pursuant to Minnesota Statutes Sections 13D.05, subdivision 3 and 13.44, subdivision 3.

Mayor Dains closed the session at 8:30 p.m.

There being no further business on the council agenda, motion was made by Councilor Hawkinson and seconded by Councilor Gaasch, carried unanimously, to adjourn the meeting at 8:31 p.m.

Respectfully submitted,



Terry J. Berg
Deputy City Clerk

CITY OF LAUDERDALE

CLAIMS FOR APPROVAL

December 8, 2015 City Council Meeting

Payroll

12/04/15 Payroll: Direct Deposit # 502132-502136	\$8,426.47
12/04/15 Payroll: Payroll Liabilities, e-payments 1054E-1056E	\$7,407.38

Vendor Claims

12/08/15 Claims: Check #'s 23087-23102	\$72,760.29
12/08/15 Claims: Check #'s 23103-23114	\$5,212.00

SUBTOTAL \$93,806.14

Total Claims for Approval

\$93,806.14

LAUDERDALE, MN

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Page 1

Payments

Current Period: DECEMBER 2015

Batch Name 120415 PR
 Payment Computer Dollar Amt \$7,407.38 Posted

Refer	5103 ICMA RETIREMENT TRUST - 457	Ck# 001054E 12/4/2015			
Cash Payment	G 101-21705 ICMA RETIREMENT	December 4 2015 Payroll			\$2,030.69
Invoice	102074857	12/4/2015			
Transaction Date	12/4/2015	Due 0	NORTH STAR CHE	10100	Total \$2,030.69
Refer	5104 NORTH STAR BANK, CHECKING S	Ck# 001055E 12/4/2015			
Cash Payment	G 101-21701 FEDERAL TAXES	December 4 2015 Payroll			\$1,347.88
Invoice		12/4/2015			
Cash Payment	G 101-21703 FICA WITHHOLDING.	December 4 2015 Payroll			\$2,198.42
Invoice		12/4/2015			
Transaction Date	12/4/2015	Due 0	NORTH STAR CHE	10100	Total \$3,546.30
Refer	5105 PERA	Ck# 001056E 12/4/2015			
Cash Payment	G 101-21704 PERA	December 4 2015 Payroll			\$1,830.39
Invoice		12/4/2015			
Transaction Date	12/4/2015	Due 0	NORTH STAR CHE	10100	Total \$1,830.39

Fund Summary

	10100 NORTH STAR CHECKING	
101 GENERAL		\$7,407.38
		<u>\$7,407.38</u>

Pre-Written Check	\$7,407.38
Checks to be Generated by the Computer	\$0.00
Total	\$7,407.38

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DECEMBER 2015

Check Amt Invoice Comment

10100 NORTH STAR CHECKING

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING					
Paid Chk# 023087	12/8/2015	WASTE MANAGEMENT			
E 101-43000-384		REFUSE DISPOSAL	\$160.74	7250139-0500-	1891 Walnut Street - Fourth Quarter
		Total WASTE MANAGEMENT	\$160.74		
Paid Chk# 023088 12/8/2015 RAMSEY COUNTY, PROP REC & REV					
E 101-42100-442		MISCELLANEOUS	\$6.24	EMCOM-0047	November Fleet Support
E 101-42100-318		911 DISPATCH	\$228.72	EMCOM-0047	November 911 Dispatch - CAD
E 101-42100-318		911 DISPATCH	\$1,116.41	EMCOM-0047	November 911 Dispatch
		Total RAMSEY COUNTY, PROP REC & REV	\$1,351.37		
Paid Chk# 023089 12/8/2015 NORTH STAR BANK, CHECKING STMT					
E 101-41200-203		POSTAGE	\$99.28		2016 Rental Housing License Renewals
E 101-41200-201		GENERAL SUPPLIES	\$82.00		Paper
		otal NORTH STAR BANK, CHECKING STMT	\$181.28		
Paid Chk# 023090 12/8/2015 MET COUNCIL ENVIRONMENTAL SERV					
E 601-49000-387		WATER TREATMENT SERVICE	\$11,602.32	1050154	January Wastewater Treatment
		otal MET COUNCIL ENVIRONMENTAL SERV	\$11,602.32		
Paid Chk# 023091 12/8/2015 MAMA					
E 101-41200-331		TRAVEL EXPENSE	\$20.00	1932	Luncheon Meeting 11/18/15 - HB
		Total MAMA	\$20.00		
Paid Chk# 023092 12/8/2015 LILLIE SUBURBAN NEWS					
E 101-41200-352		PUBLIC INFORMATION NOTICE	\$207.00	031298-00009	Warming Housing Employment
		Total LILLIE SUBURBAN NEWS	\$207.00		
Paid Chk# 023093 12/8/2015 KENNEDY & GRAVEN					
E 101-41500-305		LEGAL FEES - CIVIL	\$313.50	128857	General Matters
E 101-41500-305		LEGAL FEES - CIVIL	\$742.50	128857	Collection Boxes
E 101-41500-305		LEGAL FEES - CIVIL	\$1,237.50	128857	Dangerous Dogs Ordinance
E 101-41500-305		LEGAL FEES - CIVIL	\$1,518.00	128857	Parking Ordinance
		Total KENNEDY & GRAVEN	\$3,811.50		
Paid Chk# 023094 12/8/2015 ICMA					
E 101-41200-438		DUES & SUBSCRIPTIONS	\$738.27		Heather Butkowski Membership
		Total ICMA	\$738.27		
Paid Chk# 023095 12/8/2015 HOME DEPOT CRC					
E 101-43000-202		PERMANENT SUPPLIES	\$10.94	1102875	City Hall - Cleaning Supplies
E 201-45600-379		HALLOWEEN EVENT	\$9.98	3014049	Halloween - Outdoor Clip for Maze
E 101-43000-228		REPAIR SUPPLIES	\$57.28	4015783	Station - Trim Screws, Door Stop
E 201-45600-379		HALLOWEEN EVENT	\$15.84	6086912	Halloween - Pipe for Maze
E 101-43000-228		REPAIR SUPPLIES	\$12.02	7023408	Station - Door Stop, Crack Filler
		Total HOME DEPOT CRC	\$106.06		
Paid Chk# 023096 12/8/2015 GOPHER STATE ONE-CALL					
E 101-43400-386		GOPHER STATE ONE CALL	\$24.75	150365	November Locates

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DECEMBER 2015

		Check Amt	Invoice	Comment
Total GOPHER STATE ONE-CALL		\$24.75		
Paid Chk#	023097	12/8/2015	GLTC PREMIUM PAYMENTS	
G 101-21706	HEALTH INSURANCE	\$102.70	1619663	Long Term Care Insurance
Total GLTC PREMIUM PAYMENTS		\$102.70		
Paid Chk#	023098	12/8/2015	CROIX OIL	
E 101-43000-212	MOTOR FUELS	\$186.09	437893	October/November Fuel
E 601-49000-212	MOTOR FUELS	\$39.88	437893	October/November Fuel
E 602-49100-212	MOTOR FUELS	\$39.87	437893	October/November Fuel
Total CROIX OIL		\$265.84		
Paid Chk#	023099	12/8/2015	CITY OF ST ANTHONY	
E 101-42100-319	POLICE CONTRACT	\$52,865.50	3330	December Police Contract
Total CITY OF ST ANTHONY		\$52,865.50		
Paid Chk#	023100	12/8/2015	CITY OF ROSEVILLE	
E 101-41200-306	CONSULTING FEES	\$486.75	0220876	December IT Services
E 101-41200-391	TELEPHONE/PAGERS	\$104.45	0220918	December Telephone Services
Total CITY OF ROSEVILLE		\$591.20		
Paid Chk#	023101	12/8/2015	BUTKOWSKI, HEATHER	
E 101-43000-227	TOOLS & EQUIPMENT	\$86.76	514254	Metal Detector
Total BUTKOWSKI, HEATHER		\$86.76		
Paid Chk#	023102	12/8/2015	8TH DAY LANDSCAPING	
E 101-43000-313	SNOW & ICE REMOVAL	\$645.00	3926	November Snow Removal
Total 8TH DAY LANDSCAPING		\$645.00		
10100 NORTH STAR CHECKING		\$72,760.29		

Fund Summary

10100 NORTH STAR CHECKING	
101 GENERAL	\$61,052.40
201 COMMUNITY EVENTS	\$25.82
601 SEWER UTILITIES	\$11,642.20
602 STORM SEWER ENTERPRISE FUND	\$39.87
	\$72,760.29

LAUDERDALE, MN

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Page 1

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DECEMBER 2015

		Check Amt	Invoice	Comment
10100 NORTH STAR CHECKING				
Paid Chk#	023103	12/8/2015	CITY OF FALCON HEIGHTS	
E 201-45600-368	FUN RUN/WALK	\$140.89		5K Fun Run Cost Share
	Total CITY OF FALCON HEIGHTS	\$140.89		
Paid Chk#	023104	12/8/2015	CROIX OIL	
E 101-43000-212	MOTOR FUELS	\$90.27	438244	November Fuel
E 601-49000-212	MOTOR FUELS	\$19.34	438244	November Fuel
E 602-49100-212	MOTOR FUELS	\$19.34	438244	November Fuel
	Total CROIX OIL	\$128.95		
Paid Chk#	023105	12/8/2015	G & K SERVICES	
E 601-49000-425	CLOTHING	\$66.61	2277524-11	November Uniforms
E 602-49100-425	CLOTHING	\$66.61	2277524-11	November Uniforms
	Total G & K SERVICES	\$133.22		
Paid Chk#	023106	12/8/2015	HUGHES AND JOSEPH	
E 101-41500-300	LEGAL FEES - PROSECUTING	\$850.00	0047	November
	Total HUGHES AND JOSEPH	\$850.00		
Paid Chk#	023107	12/8/2015	LILLIE SUBURBAN NEWS	
E 101-41100-352	PUBLIC INFORMATION NOTICE	\$150.00		Ordinance No 15-08
E 101-41100-352	PUBLIC INFORMATION NOTICE	\$522.00		OrdinanceNo 15-07
	Total LILLIE SUBURBAN NEWS	\$672.00		
Paid Chk#	023108	12/8/2015	PREMIUM WATERS, INC	
E 101-41200-208	WATER DELIVERY	\$31.69	619861-11-15	November
	Total PREMIUM WATERS, INC	\$31.69		
Paid Chk#	023109	12/8/2015	RAMSEY COUNTY, PROP REC & REV	
E 101-41200-355	PRINTING SERVICES	\$25.00	RISK-001759	December Health Insurance
G 101-21706	HEALTH INSURANCE	\$428.29	RISK-001759	December Health Insurance
	Total RAMSEY COUNTY, PROP REC & REV	\$453.29		
Paid Chk#	023110	12/8/2015	STANTEC	
E 601-49000-304	ENGINEERING	\$555.00	983645	Inflow and Infiltration
E 405-48500-325	LARPENTEUR AVE IMPROVEM	\$1,554.00	983646	Larpenteur Avenue Streetscape
	Total STANTEC	\$2,109.00		
Paid Chk#	023111	12/8/2015	WASTE MANAGEMENT	
E 101-43000-384	REFUSE DISPOSAL	\$228.18	7272738-0500-	November - Public Works
	Total WASTE MANAGEMENT	\$228.18		
Paid Chk#	023112	12/8/2015	XCEL ENERGY, 2430 LARPENTEUR	
E 101-43000-381	ELECTRIC UTILITIÉS	\$40.24	481022712	2430 Larpenteur
	Total XCEL ENERGY, 2430 LARPENTEUR	\$40.24		
Paid Chk#	023113	12/8/2015	XCEL ENERGY, CITY HALL	
E 101-43000-381	ELECTRIC UTILITIES	\$170.21	480934252	City Hall

LAUDERDALE, MN

12/07/15 4:09 PM

Page 2

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DECEMBER 2015

	Check Amt	Invoice	Comment
E 101-43000-383 GAS UTILITIES	\$141.47	480934252	City Hall
Total XCEL ENERGY, CITY HALL	\$311.68		
<hr/>			
Paid Chk# 023114 12/8/2015 XCEL ENERGY, STREET LIGHTING			
E 101-43000-380 STREET LIGHTING	\$50.08	480994021	Lauderdale Bridge Lights
E 101-43000-380 STREET LIGHTING	\$62.78	481015079	Larpenteur Avenue
Total XCEL ENERGY, STREET LIGHTING	\$112.86		
10100 NORTH STAR CHECKING	\$5,212.00		

Fund Summary

10100 NORTH STAR CHECKING	
101 GENERAL	\$2,790.21
201 COMMUNITY EVENTS	\$140.89
405 TIF-PROJECTS	\$1,554.00
601 SEWER UTILITIES	\$640.95
602 STORM SEWER ENTERPRISE FUND	\$85.95
	\$5,212.00

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 8, 2015

ITEM NUMBER CenturyLink Ord.

STAFF INITIAL AB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

At the first meeting in November, the City Council adopted the ordinance granting CenturyLink a cable television franchise in the City of Lauderdale. As the ordinance is lengthy at 38 pages, it can be published by title and summary. As summary publication requires a 4/5 vote, and three councilors were in attendance at the last two meetings, staff prepared the summary publication request for this meeting.

OPTIONS:

STAFF RECOMMENDATION:

By approving the Consent Agenda, the Council approves publication by title and summary of Ordinance No. 15-09 CenturyLink Cable Franchise Ordinance.

ORDINANCE SUMMARY

ORDINANCE NO. 15-09

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

AN ORDINANCE GRANTING A FRANCHISE TO QWEST BROADBAND SERVICES, INC., D/B/A CENTURLINK, TO CONSTRUCT, OPERATE, AND MAINTAIN A CABLE COMMUNICATIONS SYSTEM IN THE CITY OF LAUDERDALE; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM AND THE PUBLIC RIGHTS-OF-WAY IN CONJUNCTION WITH THE CITY'S RIGHT-OF-WAY ORDINANCE, IF ANY, AND PRESCRIBING PENALTIES FOR THE VIOLATION OF THE PROVISIONS HEREIN.

On November 10, 2015, the Lauderdale City Council adopted Ordinance No. 15-09. The ordinance is approximately 39 pages in length. As Minnesota Statutes Section 412.191, subdivision 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or map, the Lauderdale City Council believes that the title clearly informs the public of the intent and the effect of the Ordinance. Publication by title and summary fulfills all legal publication requirements as completely as if the entire ordinance had been published. The full text of Ordinance No. 15-09 is available for inspection at Lauderdale City Hall during regular business hours.

Heather Butkowski, City Administrator
(Roseville Review: December 15, 2015)


**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 8, 2015

ITEM NUMBER Council Meeting Schedule

STAFF INITIAL TJ Berg 

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 2016.

COUNCIL ACTION:

2016 Lauderdale Schedule

City Council Meetings*

Holidays Observed

January 12

January 26

February 9

February 23

March 8

March 22

April 12

April 26

May 10

May 24

June 14

June 28

July 12

July 26

August 9

August 23

September 13

September 27

October 11

October 25

November 8

November 22

December 13

New Year's Day – Friday, January 1

M. L. King Day – Monday, January 18

Presidents Day – Monday, February 15

Memorial Day –Monday, May 30

Independence Day –Monday, July 4

Labor Day – Monday, September 5

Veterans Day – Friday, November 11

Thanksgiving Holiday–Thursday, November 24 &

Friday, November 25

Christmas Holiday – Friday, December 23 &

Monday, December 26

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

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 8, 2015

ITEM NUMBER Accounts Payable Authoriza-
tion for Year-end

STAFF INITIAL TJB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Due to one council meeting in December, staff is requesting authorization to process accounts payable in late December referencing the Purchasing and Contracting Policy adopted on June 30, 2015. The policy provides for expenditures that are included in the budget and under \$10,000 to be approved by the city administrator.

Additionally, Minnesota Statutes 471.425, subdivision 2 states that 35 days from receipt of claim payment must be made for governing boards that meet at least once per month. If claims, are not paid promptly, the government entity must pay interest on bills not paid in a time manner of 1.5% per month or part of a month.

The council does not meet until January 12, which means 35 days would be exceeded.

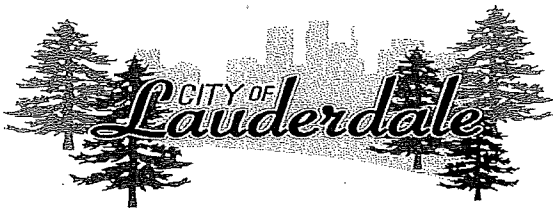
The listing of claims paid would be included on the January 12 council agenda.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve accounts payable processing for year-end per limits established in the Purchasing and Contracting Policy.

COUNCIL ACTION:



Policy: Purchasing and Contracting

Effective: June 30, 2015

Revised: June 30, 2015

Fiscal Policy

The City of Lauderdale requires that all expenditures be valid based upon the public purpose for which it is purchased or contracted and the specific or implied authority for the expenditure found in Minnesota State Statutes and as authorized as part of the City of Lauderdale's annual budget.

Purpose

This policy is to establish procedures for purchasing and contracting on behalf of the City, who declares its intention to purchase and contract competitively without prejudice and to seek the maximum value for every dollar expended.

A. Process

Purchases of less than \$1,000

The purchase may be made in the open market by an authorized purchaser. Authorized purchasers are strongly encouraged to seek quotations.

Purchases from \$1,000 to \$10,000

If the amount is estimated to exceed \$1,000 but not to exceed \$10,000, the purchase may be made after obtaining a minimum of two written quotes. The purchase shall be authorized by the City Administrator or designee if the item is identified in the current year's adopted budget. If not included in the current year's budget, the City Administrator shall bring the item to the City Council for approval. City staff may negotiate for more favorable pricing and terms among the vendors that provided quotes.

Purchases from \$10,000 but not exceeding \$50,000

If the purchase or contract is expected to exceed \$10,000 but not to exceed \$50,000, the City Council has the discretion to make the purchase or contract by obtaining quotes or it may buy the item on the open market. If the City Council chooses to obtain quotations, at least two written quotes will be forwarded to the City Council with a recommendation for selection and approval. City staff may negotiate for more favorable pricing and terms among the vendors that provided quotes.

Purchases from \$50,000 but not exceed \$100,000

If the purchase or contract is expected to exceed \$50,000 but not to exceed \$100,000, the City Council can choose to use either the competitive bidding process or make the purchase or contract by direct negotiation. If direct

negotiation is used, at least three written quotations will be forwarded to the City Council with a recommendation for selection and approval. City staff may negotiate for more favorable pricing and terms among the vendors that provided quotes.

Purchases exceeding \$100,000

The City will use competitive bidding process with the law applying to:

- Contracts for the sale, purchase or rental of supplies, materials or equipment.
- Contracts for the construction, alteration, repair or maintenance of real or personal property.

Bidding Procedures

Once the engineer or City staff has prepared the necessary specifications, the City Council will seek competitive bids if the law requires or the City Council believes they are desirable.

- Specifications – for the purchase of supplies or equipment or public improvements. The City cannot prepare specifications to exclude all but one type of supply or equipment.
- Bid Advertisement – the published notice should contain at least the following information.
 - A description of the project or purchase being sought.
 - The availability and location of specifications.
 - Bid requirements (such as sealed bids or security).
 - Where the bids must be submitted.
 - The deadline for submitting bids.
 - The time and place of the bid opening.
 - The City officers who will be present for the opening.
 - A statement indicating that the City may delay the award until certain events occur.
- Opening and Tabulation of Bids – bids should be kept unopened by the City Clerk until after the closing time for receiving them. At the time set by the City Council in the advertisement, the bids should be opened publicly in the presence of the officials named in the bid advertisement. All bids should be opened and tabulated at a public meeting by the City Council or in advance of the council meeting by designated officials.
- Award of Bids – contracts must generally go to the lowest responsible bidder. (Minnesota Statutes Section 412.311, subd. 1 and Minnesota Statutes Section 429.41, subd. 2.) Tabulation of quotations must be forwarded to the City Council with recommendation for selection and approval with all contracts approved by resolution.

Cooperative Purchasing

The City may increase savings from bulk discounts by making purchases jointly with one or more governmental units through joint powers agreement. Under these programs, several governmental units can enter into an agreement to authorize one party to solicit bids and provide for the purchase at the option of each participating governmental unit. Once the governmental units agree on the specifications of the item, one party may advertise for bids on behalf of all parties that participate in the agreement. Rather than specify a specific number of items, the advertising participant will advertise for a range of quantities estimated for the entire group. Each participating unit can make the final decision on whether to purchase the items from the successful bidder.

The City may also participate in other state and national cooperative purchasing ventures. For example, the City currently participates in the Cooperative Purchasing Venture (CPV) administered by the Minnesota State Board of Administration and U.S. Communities Government Purchasing Alliance. The City may participate in any cooperative purchasing venture so long as the pricing was competitively bid by another government entity.

Exemptions

A number of City contracts, purchases, or related agreements are not subject to the competitive bidding laws. Common exemptions, exceptions, or alternatives:

- Non-contracts. An agreement that does not meet the definition of a contract under the competitive bidding law is exempt, such as refuse hauling, janitorial services, tree trimming and removal, street sweeping, etc.
- Electronic purchases through reverse auctions. Vendors compete to provide the requested supplies, materials, or equipment at the lowest selling price in an open and interactive electronic environment.
- Electronic sales of surplus supplies, materials, and equipment. The City may, regardless of value, sell surplus, obsolete or unused supplies, materials, and equipment using an electronic process in which purchasers compete to offer the highest purchase price in an open and interactive environment.
- Best value contracting. Under certain circumstances, the City may use best value contracting for construction projects. The City is allowed to consider performance criteria in addition to price in the selection process.
- Intergovernmental contracts.
- Real estate contracts. The purchase or sale of real property is not required to be competitively bid.
- Professional service contracts. The City is not required to following competitive bidding process when contracting for professional services such as those provided by engineers, lawyers, architects, accountants, as

well as other services requiring technical, scientific or professional training.

- Insurance contracts. The City is not required to follow competitive bidding requirements for insurance contracts. Once City employment of 25 or more employees is met, the City must solicit through a request for proposal.
- Emergency contracts. The Emergency Management Act provides for the City to declare an emergency for a limited period of time. During an emergency or disaster per Minnesota Statutes Section 12.37, the City is not required to use mandated contracting procedures for performance of public work, contracting, employing temporary workers, renting equipment and purchasing supplies and materials.
- Sewer Emergencies: City staff is authorized to contract for services to address the sewer emergency and provide for any immediate clean up necessary to meet the City's obligations under the law without prior City Council approval. Staff is also authorized to contract with any outside company to address the source of the problem without prior City Council approval.
- Some intergovernmental construction contracts. Competitive bidding is not required for a cooperative agreement to construct a project with the state or another political subdivision of the state when the other unit does the construction. This applies only where there is an agreement prior to the initial advertising for bids on the project.
- Public improvements made by a developer. The construction and installation of public improvements made by a developer or a developer's contractor do not need to comply with competitive bidding requirements.

General Provisions

City staff should not be burdened with, nor encourage visits from supplier's representatives except where it is to obtain a quotation on goods or services.

City staff shall keep themselves free of obligation to any of the City's vendors.

City staff are not to split orders to attempt to circumvent any provisions of the State law or any policy established by the City regarding purchasing.

Any willful violation of this policy will be reported promptly to the City Administrator and City Council and could be subject to disciplinary action.

Signed: _____

Mayor Jeffrey E. Dains

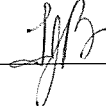
Date: _____

9/30/15

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

Consent X
Public Hearing
Discussion
Action
Resolution
Work Session

Meeting Date December 8, 2015
ITEM NUMBER Fee Schedule for 2016
STAFF INITIAL TJB 
APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The fee schedule has been reformatted and contains several changes or additions for 2016:

City Property Rental has been included on the schedule. The City purchased a metal detector, which has been added as property rental.

Non-sufficient check fee was increased from \$25.00 to \$30.00.

Recycling carts has been updated to reflect the program change in May.

OPTIONS:

STAFF RECOMMENDATION:

Motion to approve Resolution 120815C Adoption of Fee Schedule for 2016.

COUNCIL ACTION:

RESOLUTION 120815C

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

ADOPTION OF FEE SCHEDULE FOR 2016

WHEREAS, Chapter 1, License and Permit Fees, Section 3-1-1 of the Lauderdale City Code requires the City of Lauderdale to establish permit and license fees; and

WHEREAS, Resolution 011315B last established permit or license fees as authorized in the City of Lauderdale Code.

NOW, THEREFORE BE IT RESOLVED, that the City Council sets the fees and charges as listed in Exhibit A shall be effective January 1, 2016.

AND BE IT ALSO RESOLVED, that whenever any provision of this resolution is in conflict with the City of Lauderdale Code, it is the intent of the City Council that the Code shall prevail.

BE IT ALSO RESOLVED, that this resolution shall supersede Resolution 011315B or any previous measures of the City Council that sets, establishes or fixes a specific amount for such fees, licenses or charges.

Adopted this 8th day of December, 2015.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

EXHIBIT A

ADMINISTRATIVE FEE

Each Occurrence \$25.00

ANIMALS

License \$10.00

Duplicate License \$3.00

Non-Domestic Animal \$10.00

BINGO OR RAFFLE

\$100.00

BUILDING PERMITS

Valuation

\$1.00 - \$500.00 \$23.00

\$501.00 to \$600.00 \$26.55

\$601.00 to \$700.00 \$29.60

\$701.00 to \$800.00 \$32.65

\$801.00 to \$900.00 \$35.70

\$901.00 to \$1,000.00 \$38.75

\$1,001.00 to \$1,100.00 \$41.80

\$1,101.00 to \$1,200.00 \$44.85

\$1,201.00 to \$1,300.00 \$47.90

\$1,301.00 to \$1,400.00 \$50.95

\$1,401.00 to \$1,500.00 \$54.00

\$1,501.00 to \$1,600.00 \$57.05

\$1,601.00 to \$1,700.00 \$60.10

\$1,701.00 to \$1,800.00 \$63.15

\$1,801.00 to \$1,900.00 \$66.20

\$1,901.00 to \$2,000.00 \$69.25

\$2,001.00 to \$3,000.00 \$83.25

\$3,001.00 to \$4,000.00 \$97.25

\$4,001.00 to \$5,000.00 \$111.25

\$5,001.00 to \$6,000.00 \$125.25

\$6,001.00 to \$7,000.00 \$139.25

\$7,001.00 to \$8,000.00 \$153.25

\$8,001.00 to \$9,000.00 \$167.25

\$9,001.00 to \$10,000.00 \$181.25

\$10,001.00 to \$11,000.00 \$195.25

\$11,001.00 to \$12,000.00 \$209.25

\$12,001.00 to \$13,000.00 \$223.25

\$13,001.00 to \$14,000.00 \$237.25

\$14,001.00 to \$15,000.00 \$251.25

\$15,001.00 to \$16,000.00 \$265.25

\$16,001.00 to \$17,000.00 \$279.25

\$17,001.00 to \$18,000.00 \$293.25

\$18,001.00 to \$19,000.00 \$307.25

\$19,001.00 to \$20,000.00 \$321.25

\$20,001.00 to \$21,000.00 \$335.25

\$21,001.00 to \$22,000.00 \$349.25

\$22,001.00 to \$23,000.00 \$363.25

\$23,001.00 to \$24,000.00 \$377.25

\$24,001.00 to \$25,000.00 \$391.25

\$25,001.00 to \$26,000.00 \$401.35

\$26,001.00 to \$27,000.00 \$411.45

\$27,001.00 to \$28,000.00 \$421.55

\$28,001.00 to \$29,000.00 \$431.65

\$29,001.00 to \$30,000.00 \$441.75

\$30,001.00 to \$50,000.00 \$441.75 for the first \$30,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00

BUILDING PERMITS - Continued

\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,000.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof
Plan Review Fee Valuation	65% of the permit fee
Surcharge Fee Valuation	\$0.0005 x valuation
Investigation Fee	Same as permit fee
Other Inspections Inspection Outside Normal Business Hours	\$60.00/hour with 2 hour minimum
BUSINESS ASSISTANCE	Escrow with minimum of \$10,000.00
CANDIDATE FILING FEE	\$2.00
CERTIFIED COPIES	\$1.00/page plus sales tax
CIGARETTES/TOBACCO LICENSE	\$200.00/year
CITY COUNCIL	
Requested Special Meeting	\$100.00
CITY PROPERTY RENTAL	
Banquet Table Rent	\$4.00/table
Banquet Table Deposit	\$100.00/table
Metal Detector Rent	\$5.00/day
Metal Detector Deposit	\$100.00
Metal Folding Chair Rent	\$0.75/chair
Metal Folding Chair Deposit	\$20.00/chair
COMMUNITY ROOM RENTAL	
Resident Use Only	\$50.00/5 hour block
Deposit - Key	\$100.00
Deposit - Damage	\$100.00
Excess Trash Fee	\$10.00/bag
Cancellation Fee (5 business days prior to reservation)	\$20.00
Cancellation Fee (less than 5 business days prior to reservation)	Reservation fee
CONDITIONAL USE PERMIT APPLICATION	\$200.00
COUNCIL MEETING DVD	\$50.00 plus sales tax

FACSIMILE	\$0.50/page	
FALSE ALARMS		
Fire		
Each Offense	Cost plus administrative fee	
Security		
1st Offense	\$85.00 plus administrative fee	
2nd or More Offenses	\$90.00 plus administrative fee	
FIRE CALL		
Charge Back	Cost of Fire Services plus administrative fee	
FIRE INSPECTION		
Annual	\$35.00/hour	
HOME OCCUPATION		
Application	\$100.00	
LIQUOR, 3.2 Percent		
Off-Sale	\$150.00	
On-Sale	\$300.00	
Temporary	\$50.00	
LOT CONSOLIDATION/DIVISION		
Application	\$100.00	
MECHANICAL CONTRACTOR LICENSE	\$50.00/year	
MECHANICAL PERMITS		
Permit	\$40.00	
Each Supplemental Permit	\$4.50	
Minnesota Surcharge	\$1.00	
Uniform Mechanical Code - Each Unit Fee Schedule	Exhibit B	
Other Inspections		
Inspections Outside Normal Business Hours	\$60.00/hour with 2 hour minimum	
Investigative Fee (no permit)	Same as permit fee	
MERCHANDISE SALES		
Historical Video	\$8.00	(\$7.47 + \$.53 sales tax)
History Book	\$25.00	(\$23.34 + 1.66 sales tax)
T-shirts	\$11.00	
MILEAGE REIMBURSEMENT		
Per IRS	\$.575/mile	
NON-SUFFICIENT CHECK	\$30.00	
NUISANCE VIOLATIONS		
Weed/Grass Mowing	Actual Costs	
Refuse	Actual Costs	
Junk Vehicles	Actual Costs of Towing & Disposal	
Nuisance Violation Appeal	\$200.00	

PARK RESERVATION RENTALS

Resident	No Fee
Non-resident	\$20.00 plus sales tax/4 hour block \$35.00 plus sales tax/day rental
Deposit - Damage for Non-resident	\$50.00

PHOTOCOPY

\$0.25/page

PLANNED DEVELOPMENT APPLICATION FEE

\$500 plus \$1,000 escrow *

PLANNING AND ZONING CERTIFICATIONS

No Charge

PLUMBING

Surcharge	\$1.00
Investigative Fee - Failure to Apply	Same as permit fee
Permit	\$40.00
Each Fixture	\$8.00
Inspections Outside Normal Business Hours	\$60.00/hour with 2 hour minimum

RECYCLING CARTS

32 Gallon	\$33.00
64 Gallon	\$41.25
96 Gallon	\$48.00

REFUSE HAULERS

Annual	\$75.00/truck
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RENTAL HOUSING

License	
Single Unit	\$30.00
2 Units Plus	\$30.00 plus \$2.50/unit

Inspection - Initial	\$34.00
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Re-inspection fees	
First re-inspection	\$0.00
Second re-inspection	\$34.00
Any additional re-inspection	\$34.00

Administrative Penalty	
Late Application	\$25.00/day
License Violations	Up to \$1,000.00/day

SALES TAX

Sale of goods	7.125%
City Purchases	6.875%

SANITARY SEWER AND WATER DEVELOPMENT

Residential	
Sewer Availability Charge	\$2,485/access
Water Availability Charge	No Fee

SPECIAL ASSESSMENTS, Interest Rate

Delinquent Utility Bills, Accounts Receivable	8% or \$25.00, whichever is greater
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SPECIAL EVENTS PERMIT, Administrative Fee

\$25.00

STREET	
Excavations	\$100.00
Obstruction	\$100.00
TEMPORARY RIGHT OF WAY PERMIT	\$10.00/event
TREE CONTRACTOR LICENSE	\$50.00/year
VACATIONS (Streets, Alleys, etc.)	\$500.00 plus \$700 escrow *
VARIANCE FROM ZONING ORDINANCE	\$150.00
ZONING	
Subdivision Application	\$500.00 plus \$1,000 escrow *
Zoning Amendment	\$500.00 plus \$1,000 escrow *
ZONING PERMIT	
Driveway or Parking Pad	\$50.00
Fence	\$50.00
Retaining Wall	\$50.00
Sidewalk	\$50.00

* Applicants will be responsible for submitting the escrow payment in addition to assuming all other city accrued costs on the application review.

Exhibit B: Mechanical / HVAC Permit Fees - Uniform Mechanical Code

City of Lauderdale
 1891 Walnut Street Lauderdale MN 55113
 Telephone 651-792-7650 Fax 651-631-2066

Description	Fee
1 Base Permit Fee*	\$40.00
2 Each Supplemental Permit	\$4.50

Each Unit Fee Schedule

1 Residential/Commercial: Installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance	\$10.00
2 Installation or relocation of each floor furnace, including vent	\$9.00
3 Installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.	\$9.00
4 Installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$4.50
5 Repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling absorption, or evaporative cooling system, including installation of controls regulated by this code.	\$9.00
6 Residential: installation or relocation of each boiler or compressor to and including three horse power, or each absorption system to and including 100,000 Btu/h	\$9.00
7 Residential/Commercial: installation or relocation of each boiler or compressor over three horse power to and including 15 horsepower, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h	\$16.50
8 Commercial: Installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h.	\$22.50
9 Commercial: Installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h.	\$33.50
10 Commercial: Installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h	\$56.00
11 Each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto. NOTE: this fee shall not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.	\$6.50
12 For each air-handling unit over 10,000 cfm	\$11.00
13 For each evaporative cooler other than a portable type	\$6.50
14 For each ventilation fan connected to a single duct	\$4.50
15 For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$6.50
16 For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.	\$6.50
17 For the installation or relocating of each domestic-type incinerator.	\$11.00
18 For the installation or relocation of each commercial or industrial-type incinerator	\$45.00
19 Other: For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code.	\$6.50
20 When Chapter 22 is applicable (see Section 103), permit fees for fuel-gas piping shall be:	
For each gas-piping system of one to four outlets.	\$3.00
For each gas-piping system of five or more outlets, per outlet	\$0.75
21 When Chapter 24 is applicable (see Section 103), permit fees for process piping shall be:	
For each hazardous process piping system (HHP) of one to four outlets	\$5.00
For each piping system of five or more outlets, per outlet	\$1.00
For each nonhazardous process piping system (NPP) of one to four outlets	\$2.00
For each piping system of five or more outlets, per outlet	\$0.50

* Commercial Mechanical Permits require a plan review fees = to 1% of project valuation

LAUDERDALE COUNCIL ACTION FORM

Action Requested

Consent X
 Public Hearing
 Discussion
 Action
 Resolution
 Work Session

Meeting Date December 8, 2015

ITEM NUMBER Replacement Truck for Public Works per 2015 Budget

STAFF INITIAL TJB 

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The 2015 budget and capital improvement plan provides \$35,000 for the replacement of public works truck (2006 Ford F350). Staff has two quotes per the Purchasing Policy:

Midway Ford	\$24,756.70	
	<u>(2,500.00)</u>	Less Trade In
	\$23,116.70	
 Boyer Truck	 \$28,690.00	
	<u>(3,900.00)</u>	Less Trade In
	\$24,790.00	

The City will keep the plow, so only the components need to be installed on the new truck from Truck Utility for \$3,120.00.

Staff recommends purchasing from Midway Ford, who has the State contract for \$23,116.70 and installation of plow components from Truck Utility for \$3,120.00. Total cost of the truck would be \$26,236.70, which is under budget by \$8,763.30.

STAFF RECOMMENDATION:

Motion to approve the 2016 Ford F350 purchase from Midway Ford for \$23,116.70 and installation of plow components from Truck Utility for \$3,120.00 per the 2015 Budget.

COUNCIL ACTION:

Nov. 3. 2015 2:58PM
Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



RECEIVED 11/03/2015 16:05
 No. 0500 P. 1

Travis Swanson
 651-343-5212
tswanson@rosevillemidwayford.com

Fax # 651-604-2936

T79 Contract # 74463
2016 F350 4x4 Regular Cab 8' Box

Automatic Transmission
 Dual Front Air Bags
 AM/FM Radio
 Tow Hitch
 Tilt Wheel

40/20/40 Vinyl Front Seat
 Standard Base Upholstery
 4-Wheel ABS Brakes
 Air Conditioning
 LT245/75r17 E All Season Tires

Front Tow Hooks
 Rubber Floor Covering
 Black Bumpers w/Rear Step
 Matching Full Size Spare Tire
 6.2L V8 E85

Options	Code	Price	Select	Exterior Colors		Select	
Snow Plow Prep	473	\$77	x	Blue Jeans Metallic	N1	x	
Block Heater	41H	N/C	x	Race Red	PQ		
Power Equipment	90L	\$763	x	Green Gem Metallic	W6		
				Caribou Metallic	H5		
				Tuxedo Black Metallic	UH		
				Magnetic Metallic	J7		
				Ingot Silver Metallic	UX		
				Oxford White	YZ		
				Interior Colors			
				Steel only color for XL			
				Extended Service Contracts		Cost	Select
				5yr/100000m F250/350 Gas 4x2		885	
				5yr/100000m F250/350 Gas 4x4		1015	
				5yr/100000m F250/350 Diesel 4x2		935	
				5yr/100000m F250/350 Diesel 4x4		1080	
Option Total		\$840					

	Totals
Base Price	\$24,756.70
6.2L V8	
Options Price Totals	\$840.00
Trade In	-\$2,500.00
Transit Impr Excise Tax	\$20.00
Tax Exempt Lic	
Other	
Document fee	
Sub total per vehicle	\$23,116.70
Number of Vehicles	1
Grand Total for all units	\$23,116.70

More time and mileage options available
 You must have a active FIN code to participate in this purchase contract : FIN code #
Purchase Order required prior to order placement
 Payment due upon agreed vehicle acceptance

PO # _____
 Acceptance Signature _____

Name of Organization _____
 Address _____
 City, State, Zip _____
 Contact Person/ Phone # _____
 Fax 651-631-2066
 Contact's e-mail address and fax # _____

Print Name and Title _____ Date _____

Midway Ford Acceptance Signature _____ Date _____

CNGP530

VEHICLE ORDER CONFIRMATION

11/03/15 13:51:38

==>

Dealer: F58900

2016 F-SERIES SD

Page: 1 of 1

Order No: 8888 Priority: M2 Ord FIN: QS031 Order Type: 5B Price Level: 635
Ord PEP: 610A Cust/Flt Name: LAUDERDALE PO Number:

RETAIL

F3B F350 4X4SDR/CSR \$36080
137" WHEELBASE
N1 BLUE JEANS MET
A VNYL 40/20/40
S STEEL
610A PREF EQUIP PKG
.XL TRIM
.TRAILER TOW PKG
572 .AIR CONDITIONER NC
.AM/FM STER/CLK
996 .6.2L EFI V8 ENG NC
44P 6-SPD AUTOMATIC NC
TBK .LT245 BSW AS 17
X37 3.73 REG AXLE NC
90L PWR EQUIP GROUP 895

RETAIL

JOB #1 BUILD
10400# GVWR PKG
41H ENG BLK HEATER NC
473 SNOW PLOW PKG 85
512 SPARE TIRE/WHL2 NC
TELE TT MIR-PWR
59H HI MNT STOP LMP NC
JACK
SP FLT ACCT CR
FUEL CHARGE
DEST AND DELIV 1195
TOTAL BASE AND OPTIONS 38255
TOTAL 38255
THIS IS NOT AN INVOICE



JOSH TENNEY
Commercial Sales & Leasing

2425 Broadway St. NE
Minneapolis, MN 55413
jtenney2@boyertrucks.com
Cell 651-270-9257

Main 612-378-6000
Direct 612-627-5514
Fax 612-676-6358
800-791-4948

www.boyertrucks.com

City of Lauderdale

Pickup Quote: \$28,690⁰⁰

Less: Trade-In: (\$7,000⁰⁰)
with plow
Plus: 8' Leo Plow! + \$5,800⁰⁰

\$28,690⁰⁰

Trade in (3900)
we keep plow
\$24,790⁰⁰

Bid Quote: \$27,490⁰⁰ Total

Plus Tax, Title, License

*IF City keeps Plow Blade from old truck,

our trade value drops by \$3,100 to \$3,900⁰⁰

Truck Utility

2015 LEO
HEAVY DUTY SNOWPLOWS for Trucks:

<u>MODEL</u>	<u>WIDTH</u>	<u>INSTALLED</u>
TU-80	8'	5800.00
TU-90	9'	6525.00 (SUB-FRAME REQUIRED ON PICKUPS)
TU-10	10'	7250.00

Aluminum toolbox for pump enclosure, add 450.00

OPTIONS:

Subframe	950.00
Tilt hood	580.00
Joystick controls	175.00
* Furnish and install all components on truck only	3120.00
Pedestal for controls	85.00
Removable pedestal for controls	140.00
Custom paint on new plow	525.00
Back Drag Blade	470.00
Hoop & undercarriage only, BLACK	1400.00
Hoop & undercarriage only, CUSTOM COLOR	1625.00
End caps	715.00

this is all we need

PLOW ONLY (with turn cylinders):

8'	3100.00
9'	3200.00
10'	3350.00

**LAUDERDALE COUNCIL
ACTION FORM**

ACTION REQUESTED

Consent X
Public Hearing
Discussion
Action
Resolution
Work session

Meeting Date: December 8, 2015

ITEM NUMBER Beck - Probation and Wage

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Gordy began working for the City on June 11, 2015. That means his six-month probationary period ends on December 10. Gordy began at step one of the wage scale and now moves to step two or \$23.07/per hour.

OPTIONS:

STAFF RECOMMENDATION:

By approving the consent agenda, the City Council approves Gordy Beck's step increase effective December 10, 2015.

COUNCIL ACTION:

**LAUDERDALE COUNCIL
ACTION FORM**

Action Requested

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

Meeting Date December 8, 2014

ITEM NUMBER 2015 Levy & Budget

STAFF INITIAL HB

APPROVED BY ADMINISTRATOR

DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

Before adopting the budget and levy, the public must be provided an opportunity to address the City Council. State law doesn't define it as a public hearing but by putting it on the agenda that way it will hopefully stand out to residents. Staff will provide a presentation prior to the public comment period.

As discussed at the last meeting, property tax notices were sent by the County a couple of weeks ago. Staff spoke with Ramsey County's residential assessor again and didn't learn anything more about why there is such a difference in property value increases throughout the City. The increases couldn't be clearly tied to any particular home characteristics. In spite of the sizable property tax increases being seen by some, staff have not received any calls regarding the notices from residents.

Attached is the final proposed levy, budget, and CIP. The Council may lower the levy at this point but not raise it. If there are no changes recommended by the Council, the Council can make one motion to approve both the budget and levy. Thereafter, staff will send a copy of the resolution to Ramsey County. If the Council would like to discuss the budget and levy further, another meeting may be scheduled.

STAFF RECOMMENDATION:

Motion to adopt Resolution 120815A—Adopting the 2016 Final Property Tax Levy and Resolution 120815B - Adopting the 2016 Final Budget and Establishing Fund Appropriations.

RESOLUTION 120815A

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

ADOPTING THE 2016 FINAL PROPERTY TAX LEVY

WHEREAS, the City annually adopts an operating levy for the coming year in accordance with Minnesota Statutes; and

WHEREAS, Minnesota Statutes 275.065, Subdivision 1 requires cities to certify the final property tax levy to the county auditor on or before five working days after December 20.

NOW, THEREFORE BE IT RESOLVED, that the final 2016 levy to be certified to the Ramsey County Auditor of \$676,561, inclusive of anticipated fiscal disparities revenue, is hereby established as the maximum possible levy for property tax payable in 2016.

Adopted by the City of Lauderdale this 8th day of December, 2015.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator

RESOLUTION 120815B

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

**ADOPTING THE 2016 FINAL BUDGET AND
ESTABLISHING FUND APPROPRIATIONS**

WHEREAS, the City Council has met specifically for the purpose of discussion on the 2016 budget; and

WHEREAS, estimated December 31, 2015, fund balances are sufficient to meet approved expenditures for fiscal year 2015.

NOW, THEREFORE BE IT RESOLVED,

Section 1. That the City of Lauderdale 2016 budget is hereby approved in accordance with State Statute as follows:

General	\$1,301,611
Special Revenue	\$ 71,513

Section 2. That the following financial plan for fiscal year 2016 is hereby approved for expenditures in each of the funds as follows:

Capital Projects	\$ 448,000
Enterprise	\$ 615,395

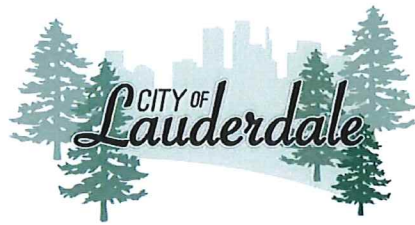
Section 3. Maximum appropriations may be increased if and when additional revenues are anticipated or received.

Adopted by the City of Lauderdale this 8th day of December, 2015.

Jeffrey Dains, Mayor

ATTEST:

Heather Butkowski, City Administrator



CITY OF LAUDERDALE

BUDGET

2016

December 8, 2015

CITY OF LAUDERDALE
ANNUAL BUDGET
FOR FISCAL YEAR BEGINNING
JANUARY 1, 2016

DIRECTORY OF OFFICIALS

Jeffrey Dains	Mayor
Mary Gaasch	Councilmember
Roxanne Grove	Councilmember
Denise Hawkinson	Councilmember
Lara Mac Lean	Councilmember

Heather Butkowski, City Administrator

Jim Bownik, Assistant to the City Administrator

Terry J. Berg, Deputy City Clerk

David Hinrichs, Public Works Coordinator

Gordy Beck, Public Works Maintenance

GENERAL FUND

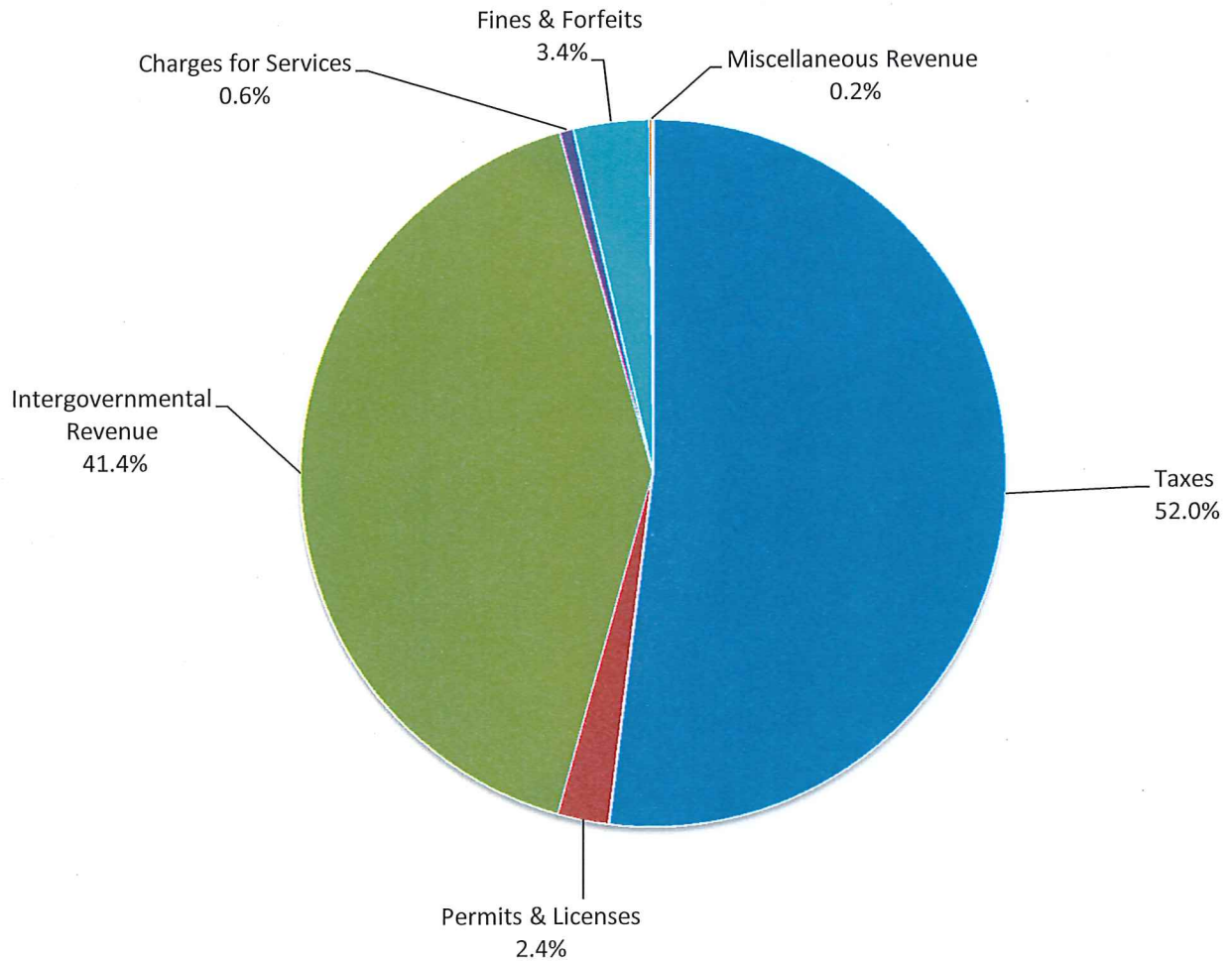
The GENERAL FUND accounts for all revenues and expenditures of a governmental unit which are not accounted for in other funds. It is usually the largest and most important accounting activity for state and local governments, normally receiving a greater variety and number of taxes and revenues than any other fund. Specifically, it receives such revenues as general property taxes, licenses and permits, fines and penalties, rents, charges for current services, state grants and aids, and interest earnings. In turn, the GENERAL FUND also finances a larger range of activities than any other fund.

CITY OF LAUDERDALE
GENERAL FUND REVENUES
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-31010	CURRENT AD VALOREM TAXES	\$ 483,115	\$ 487,860	\$ 495,281	\$ 560,404
101-31020	DELINQUENT AD VALOREM TAXES	\$ 16,930	\$ (4,052)	\$ -	\$ -
101-31030	FORFEITED TAX SALES	\$ -	\$ -	\$ -	\$ -
101-31040	FISCAL DISPARITIES	\$ 125,362	\$ 118,461	\$ 129,076	\$ 116,157
101-31055	EXCESS TAX INCREMENT	\$ -	\$ -	\$ -	\$ -
101-31910	PENALTIES AND INTEREST TAXES	\$ -	\$ -	\$ -	\$ -
	TAXES	\$ 625,406	\$ 602,269	\$ 624,357	\$ 676,561
101-32110	3.2 ALCHOLIC LICENSES	\$ -	\$ 300	\$ 150	\$ 150
101-32120	CIGARETTE LICENSES	\$ -	\$ 800	\$ 400	\$ 400
101-32130	GARBAGE HAULERS LICENSES	\$ 1,408	\$ 1,500	\$ 1,300	\$ 1,400
101-32140	HVAC LICENSES	\$ 850	\$ 1,300	\$ 600	\$ 600
101-32150	TREE COMPANY LICENSES	\$ 500	\$ 750	\$ 400	\$ 400
101-32180	RENTAL HOUSING LICENSES	\$ 6,020	\$ 6,539	\$ 5,000	\$ 6,000
101-32210	BUILDING PERMITS	\$ 14,375	\$ 17,296	\$ 12,500	\$ 13,500
101-32211	ZONING PERMIT APPLICATIONS	\$ 1,450	\$ 1,650	\$ 500	\$ 1,000
101-32225	PLAN REVIEW FEES - CITY STAFF	\$ 2,264	\$ 5,223	\$ 2,500	\$ 1,500
101-32225	PLAN REVIEW FEES - CONSULTANT	\$ -	\$ -	\$ -	\$ 2,000
101-32230	PLUMBING PERMITS	\$ 1,248	\$ 832	\$ 1,000	\$ 2,000
101-32240	ANIMAL LICENSES	\$ 380	\$ 250	\$ 150	\$ 150
101-32270	HVAC PERMITS	\$ 1,941	\$ 1,699	\$ 1,500	\$ 1,500
101-32280	STREET EXCAVATION PERMITS	\$ -	\$ -	\$ -	\$ -
	PERMITS & LICENSES	\$ 30,435	\$ 38,139	\$ 26,000	\$ 30,600
101-33401	LOCAL GOVERNMENT AID	\$ 516,153	\$ 535,093	\$ 536,736	\$ 537,502
101-33405	PERA RATE INCREASE	\$ 1,198	\$ 1,198	\$ 1,198	\$ 1,198
101-33406	MARKET VALUE HOMESTEAD CREDIT	\$ -	\$ -	\$ -	\$ -
101-33623	MET COUNCIL GRANT	\$ -	\$ -	\$ -	\$ -
	INTERGOVERNMENTAL REVENUE	\$ 517,351	\$ 536,291	\$ 537,934	\$ 538,700
101-34101	CITY HALL/PARK RENTAL	\$ 8,057	\$ 8,772	\$ 7,500	\$ 7,500
101-34103	ADMINISTRATIVE FEES	\$ 75	\$ 383	\$ -	\$ -
101-34105	SALE OF PUBLICATIONS	\$ 140	\$ -	\$ -	\$ -
101-34107	ASSESSMENT SEARCHES	\$ 150	\$ -	\$ -	\$ -
101-34109	COPIES	\$ -	\$ 57	\$ 100	\$ 50
101-34110	VARIANCE FEES	\$ -	\$ -	\$ -	\$ -
101-34111	LEGAL FEES	\$ -	\$ -	\$ -	\$ -
101-34112	CONDITIONAL USE PERMITS	\$ -	\$ -	\$ -	\$ -
101-34113	ZONING AMENDMENT	\$ -	\$ -	\$ -	\$ -
101-34114	ADVERTISING SALES	\$ -	\$ -	\$ -	\$ -
101-34116	ENGINEERING FEES	\$ -	\$ -	\$ -	\$ -
101-34201	FALSE SECURITY ALARM - POLICE	\$ -	\$ -	\$ -	\$ -
101-34202	FALSE FIRE ALARM - FIRE	\$ -	\$ -	\$ 500	\$ -
101-34203	FIRE INSPECTION FEE	\$ 650	\$ 575	\$ 500	\$ 600
101-34205	FIRE CALL REIMBURSEMENT	\$ -	\$ -	\$ -	\$ -
	CHARGES FOR SERVICES	\$ 9,072	\$ 9,787	\$ 8,600	\$ 8,150

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-35101	COURT FINES	\$ 46,571	\$ 38,417	\$ 45,000	\$ 45,000
101-35104	OTHER FINES	\$ 1,883	\$ -	\$ -	\$ -
	FINES & FORFEITS	\$ 48,454	\$ 38,417	\$ 45,000	\$ 45,000
101-36101	SPECIAL ASSESSMENTS	\$ (92)	\$ -	\$ -	\$ -
101-36102	PENALTIES AND INTEREST ASSESSMENTS	\$ 972	\$ -	\$ -	\$ -
101-36103	TREE REMOVAL	\$ -	\$ -	\$ -	\$ -
101-36200	MISCELLANEOUS REVENUE	\$ -	\$ (131)	\$ -	\$ -
101-36211	INVESTMENT INTEREST	\$ 1,195	\$ 2,023	\$ 1,400	\$ 2,100
101-36230	CONTRIBUTIONS & DONATIONS	\$ 1,500	\$ 1,500	\$ -	\$ -
101-36231	DOG PARK DONATIONS	\$ -	\$ -	\$ -	\$ -
101-36240	SURCHARGES COLLECTED	\$ 751	\$ 871	\$ 500	\$ 500
101-36250	REFUNDS & REIMBURSEMENTS	\$ 1,677	\$ (30)	\$ -	\$ -
101-36252	LMC INSURANCE REFUND	\$ 4,977	\$ 2,891	\$ -	\$ -
	MISCELLANEOUS REVENUE	\$ 10,980	\$ 7,124	\$ 1,900	\$ 2,600
101-39101	SALE OF CAPITAL ASSETS	\$ -	\$ -	\$ -	\$ -
101-39200	TRANSFER IN	\$ -	\$ -	\$ 20,461	\$ -
	OTHER SOURCES	\$ -	\$ -	\$ 20,461	\$ -
	TOTAL GENERAL FUND REVENUE	\$ 1,241,699	\$ 1,232,027	\$ 1,264,252	\$ 1,301,611
	REVENUES OVER/UNDER EXPENDITURES	\$ 25,974	\$ 20,247	\$ -	\$ -
	FUND BALANCE - January 1	\$ 712,330	\$ 738,304	\$ 758,551	\$ 758,551
	FUND BALANCE - December 31	<u>\$ 738,304</u>	<u>\$ 758,551</u>	<u>\$ 758,551</u>	<u>\$ 758,551</u>
	FUND BALANCE - Nonspendable	\$ -	\$ 1,752	\$ 1,752	
	FUND BALANCE - Restricted	\$ -			
	FUND BALANCE - Committed	\$ -			
	FUND BALANCE - Assigned	\$ -			
	FUND BALANCE - Unassigned	\$ 738,304	\$ 756,799	\$ 756,799	

CITY OF LAUDERDALE PROPOSED 2016 BUDGET REVENUES



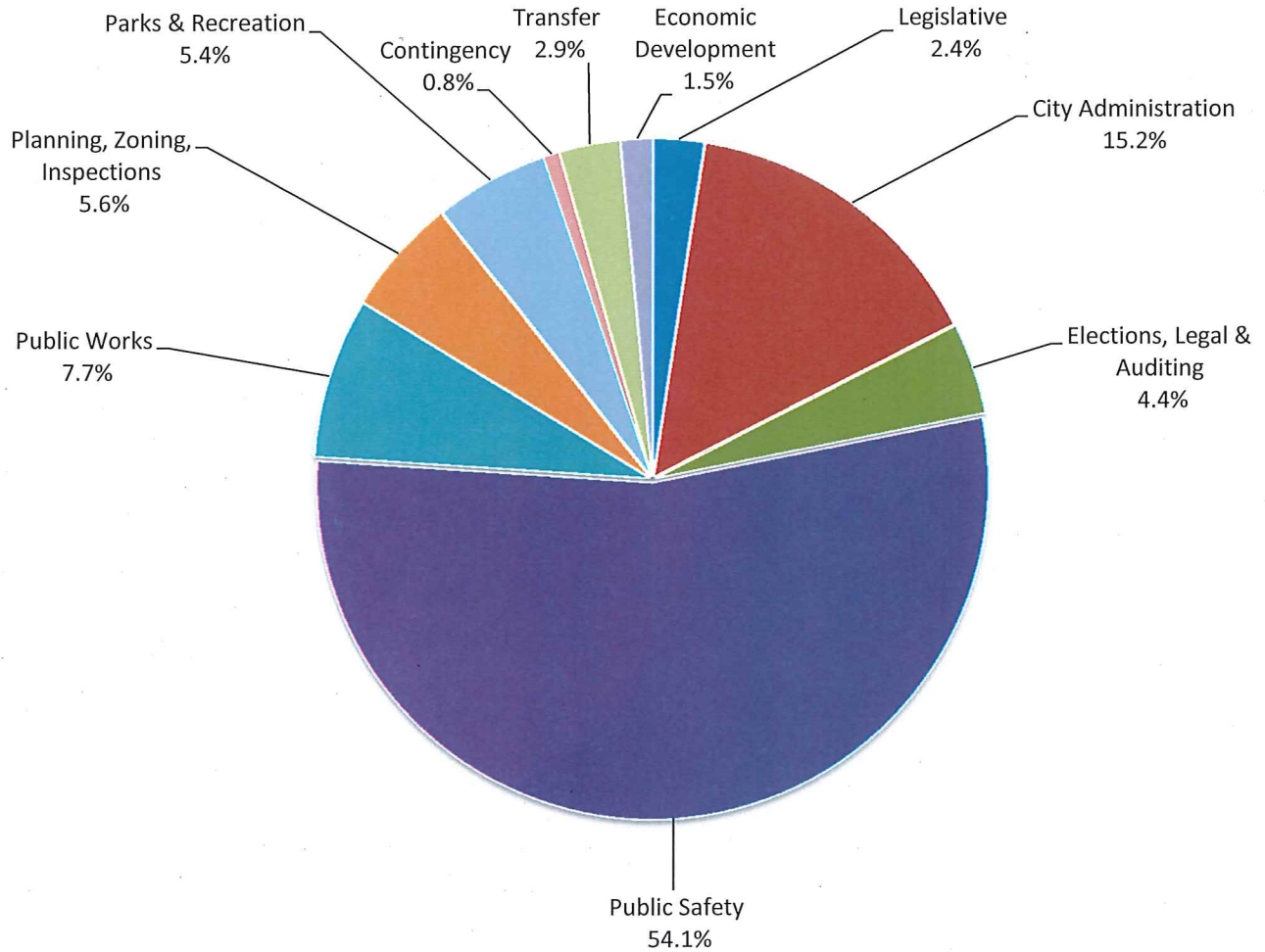
Revenues

Taxes	\$ 676,561
Permits & Licenses	\$ 30,600
Intergovernmental Revenue	\$ 538,700
Charges for Services	\$ 8,150
Fines & Forfeits	\$ 45,000
Miscellaneous Revenue	\$ 2,600

CITY OF LAUDERDALE
GENERAL FUND EXPENSE SUMMARY
2016

Department Number	Title	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
41100	LEGISLATIVE	\$ 28,600	\$ 28,412	\$ 30,203	\$ 31,353
41200	CITY ADMINISTRATION	\$ 171,972	\$ 181,223	\$ 188,378	\$ 197,088
41500	ELECTIONS, LEGAL & AUDITING	\$ 44,210	\$ 47,530	\$ 51,660	\$ 56,680
	GENERAL GOVERNMENT	\$ 244,782	\$ 257,165	\$ 270,241	\$ 285,121
42100	PUBLIC SAFETY	\$ 643,517	\$ 667,292	\$ 685,919	\$ 704,910
	PUBLIC SAFETY	\$ 643,517	\$ 667,292	\$ 685,919	\$ 704,910
43000	PUBLIC WORKS	\$ 109,104	\$ 90,467	\$ 102,913	\$ 99,714
43400	PLANNING, ZONING & INSPECTION	\$ 51,090	\$ 53,773	\$ 54,428	\$ 73,113
	PUBLIC WORKS	\$ 160,194	\$ 144,240	\$ 157,341	\$ 172,827
45200	PARKS & RECREATION	\$ 67,727	\$ 72,245	\$ 72,751	\$ 70,753
45300	CONTINGENCY	\$ -	\$ -	\$ 20,000	\$ 10,000
45400	TRANSFER	\$ 86,986	\$ 69,315	\$ 38,000	\$ 38,000
	OTHER	\$ 154,713	\$ 141,560	\$ 130,751	\$ 118,753
48100	ECONOMIC DEVELOPMENT	\$ 12,520	\$ 1,786	\$ 20,000	\$ 20,000
	ECONOMIC DEVELOPMENT	\$ 12,520	\$ 1,786	\$ 20,000	\$ 20,000
TOTAL EXPENDITURES		\$ 1,215,726	\$ 1,212,043	\$ 1,264,252	\$ 1,301,611

CITY OF LAUDERDALE PROPOSED 2016 BUDGET EXPENDITURES



Expenditures

Legislative	\$ 31,653
City Administration	\$ 197,088
Elections, Legal & Auditing	\$ 56,680
Public Safety	\$ 704,910
Public Works	\$ 99,714
Planning, Zoning, Inspections	\$ 73,113
Parks & Recreation	\$ 70,753
Contingency	\$ 10,000
Transfer	\$ 38,000
Economic Development	\$ 20,000

CITY OF LAUDERDALE
 LEGISLATIVE
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-41100-103	PART TIME EMPLOYEES	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500
101-41100-122	FICA/MC CONTRIBUTIONS	\$ 1,262	\$ 1,263	\$ 1,262	\$ 1,262
101-41100-151	WORKERS COMPENSATION INSURANCE	\$ 32	\$ 42	\$ 41	\$ 41
	PERSONNEL	\$ 17,794	\$ 17,805	\$ 17,803	\$ 17,803
101-41100-201	GENERAL SUPPLIES	\$ -	\$ -	\$ -	\$ -
101-41100-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -	\$ -
101-41100-308	TRAINING & EDUCATION	\$ 490	\$ 139	\$ 1,500	\$ 1,500
101-41100-331	TRAVEL EXPENSE	\$ -	\$ 5	\$ 500	\$ 1,000
101-41100-352	LEGAL NOTICES & PUBLISHING	\$ 1,165	\$ 700	\$ 800	\$ 800
101-41100-361	INSURANCE & BONDS	\$ 6,194	\$ 6,702	\$ 6,300	\$ 6,500
101-41100-438	DUES & SUBSCRIPTIONS	\$ 2,957	\$ 3,061	\$ 3,300	\$ 3,750
101-41100-439	SPECIAL EVENTS	\$ -	\$ -	\$ -	\$ -
101-41100-440	MEETING EXPENSES	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 10,806	\$ 10,607	\$ 12,400	\$ 13,550
101-41100-530	FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 28,600	\$ 28,412	\$ 30,203	\$ 31,353

NOTES:

Dues include Metro Cities, League of Minnesota Cities, Mayor's Association and Suburban Rate Authority

CITY OF LAUDERDALE
CITY ADMINISTRATION
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-41200-101	FULL TIME EMPLOYEES	\$ 103,481	\$ 111,427	\$ 116,043	\$ 121,029
101-41200-102	OVERTIME	\$ -	\$ -	\$ -	\$ -
101-41200-104	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -	\$ -
101-41200-121	PERA CONTRIBUTIONS	\$ 7,502	\$ 8,079	\$ 8,703	\$ 9,077
101-41200-122	FICA/MC CONTRIBUTIONS	\$ 8,174	\$ 8,805	\$ 8,877	\$ 9,259
101-41200-126	ICMA RETIREMENT	\$ -	\$ -	\$ -	\$ -
101-41200-131	HEALTH INSURANCE	\$ 14,160	\$ 16,320	\$ 17,280	\$ 18,240
101-41200-142	UNEMPLOYMENT	\$ -	\$ -	\$ -	\$ -
101-41200-151	WORKERS COMPENSATION INSURANCE	\$ 629	\$ 879	\$ 928	\$ 963
	PERSONNEL	\$ 133,946	\$ 145,509	\$ 151,831	\$ 158,568
101-41200-201	GENERAL SUPPLIES	\$ 1,499	\$ 1,652	\$ 1,500	\$ 1,800
101-41200-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
101-41200-203	POSTAGE	\$ 3,631	\$ 2,099	\$ 3,000	\$ 3,000
101-41200-208	WATER DELIVERY	\$ 426	\$ 626	\$ 450	\$ 450
101-41200-227	TOOLS & EQUIPMENT	\$ -	\$ -	\$ -	\$ 1,000
	SUPPLIES	\$ 5,556	\$ 4,377	\$ 4,950	\$ 6,250
101-41200-306	CONSULTING FEES	\$ 9,056	\$ 7,628	\$ 6,547	\$ 6,920
101-41200-307	COMPUTER SERVICES	\$ 1,612	\$ 1,590	\$ 1,700	\$ 3,000
101-41200-308	TRAINING & EDUCATION	\$ 2,017	\$ 614	\$ 2,500	\$ 2,500
101-41200-309	DELIVERY	\$ -	\$ -	\$ -	\$ -
101-41200-327	OTHER SERVICES	\$ 324	\$ 324	\$ 400	\$ 400
101-41200-331	TRAVEL EXPENSE	\$ 1,557	\$ 973	\$ 1,200	\$ 1,200
101-41200-352	PUBLIC INFO NOTICES	\$ 855	\$ 950	\$ 1,100	\$ 1,100
101-41200-353	NEWSLETTER PRINTING	\$ 2,683	\$ 2,952	\$ 2,800	\$ 2,800
101-41200-355	PRINTING SERVICES	\$ 300	\$ 275	\$ 300	\$ 300
101-41200-361	INSURANCE & BONDS	\$ 5,644	\$ 6,054	\$ 5,800	\$ 5,800
101-41200-391	TELEPHONE/PAGERS	\$ 1,686	\$ 1,575	\$ 1,250	\$ 1,250
101-41200-401	COPIER CONTRACT	\$ 2,907	\$ 2,839	\$ 3,000	\$ 3,000
101-41200-404	COMPUTER REPAIR/MAINTENANCE	\$ -	\$ -	\$ -	\$ -
101-41200-409	OTHER EQUIPMENT REPAIR/MAINT	\$ -	\$ -	\$ -	\$ -
101-41200-420	RENTALS	\$ -	\$ -	\$ -	\$ -
101-41200-438	DUES & SUBSCRIPTIONS	\$ 2,565	\$ 2,588	\$ 3,400	\$ 3,400
101-41200-439	SPECIAL EVENTS	\$ -	\$ -	\$ -	\$ -
101-41200-440	MEETING EXPENSES	\$ 75	\$ 51	\$ 100	\$ 100
101-41200-442	MISCELLANEOUS	\$ 574	\$ 486	\$ 500	\$ 500
	OTHER SERVICES & CHARGES	\$ 31,855	\$ 28,900	\$ 30,597	\$ 32,270
101-41200-530	FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
101-41200-531	OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -
101-41200-534	OFFICE FURNITURE	\$ -	\$ -	\$ -	\$ -
101-41200-538	COMPUTER SOFTWARE & EQUIPMENT	\$ 615	\$ 2,438	\$ 1,000	\$ -
	CAPITAL OUTLAY	\$ 615	\$ 2,438	\$ 1,000	\$ -
TOTAL EXPENDITURES		\$ 171,972	\$ 181,223	\$ 188,378	\$ 197,088

NOTES

Dues include MCFOA, MAMA, MN GFOA, IMCA, MN City/County Management Association, Pioneer Press, Notary

CITY OF LAUDERDALE
ELECTIONS, LEGAL AND AUDITING
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-41500-101	FULL TIME EMPLOYEES	\$ 8,154	\$ 9,366	\$ 9,953	\$ 10,553
101-41500-103	PART TIME EMPLOYEES	\$ -	\$ -	\$ -	\$ -
101-41500-104	TEMPORARY EMPLOYEES	\$ -	\$ 2,207	\$ -	\$ 3,000
101-41500-121	PERA CONTRIBUTIONS	\$ 591	\$ 679	\$ 746	\$ 791
101-41500-122	FICA/MC CONTRIBUTIONS	\$ 624	\$ 717	\$ 761	\$ 807
101-41500-131	HEALTH INSURANCE	\$ 1,200	\$ 1,530	\$ 1,620	\$ 1,710
101-41500-133	LIFE INSURANCE	\$ -	\$ -	\$ -	\$ -
101-41500-151	WORKERS COMPENSATION INSURANCE	\$ 49	\$ 85	\$ 80	\$ 101
	PERSONNEL	\$ 10,618	\$ 14,584	\$ 13,160	\$ 16,962
101-41500-201	GENERAL SUPPLIES	\$ -	\$ 429	\$ -	\$ 600
101-41500-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ 429	\$ -	\$ 600
101-41500-300	LEGAL FEES - PROSECUTING	\$ 10,200	\$ 9,350	\$ 11,500	\$ 11,100
101-41500-301	AUDITING	\$ 13,688	\$ 13,688	\$ 14,500	\$ 14,500
101-41500-305	LEGAL FEES - CIVIL	\$ 9,278	\$ 8,692	\$ 12,000	\$ 11,000
101-41500-327	OTHER SERVICES	\$ 426	\$ 426	\$ 500	\$ 568
101-41500-331	TRAVEL EXPENSE	\$ -	\$ -	\$ -	\$ -
101-41500-352	PUBLIC INFORMATION NOTICES	\$ -	\$ 310	\$ -	\$ 300
101-41500-355	PRINTING SERVICES	\$ -	\$ -	\$ -	\$ -
101-41500-409	OTHER EQUIPMENT REPAIR/MAINT	\$ -	\$ -	\$ -	\$ -
101-41500-440	MEETING EXPENSES	\$ -	\$ -	\$ -	\$ -
101-41500-442	MISCELLANEOUS	\$ -	\$ 52	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 33,592	\$ 32,518	\$ 38,500	\$ 37,468
101-41500-530	FURNITURE & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
101-41500-539	VOTING MACHINE	\$ -	\$ -	\$ -	\$ 1,650
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 1,650
TOTAL EXPENDITURES		\$ 44,210	\$ 47,530	\$ 51,660	\$ 56,680

CITY OF LAUDERDALE
PUBLIC SAFETY
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-42100-202	PERMANENT SUPPLIES SUPPLIES	\$ - \$ -	\$ 1,069 \$ 1,069	\$ - \$ -	\$ - \$ -
101-42100-318	DISPATCH	\$ 13,172	\$ 14,075	\$ 16,433	\$ 17,174
101-42100-319	POLICE CONTRACT	\$ 602,030	\$ 617,081	\$ 634,386	\$ 653,061
101-42100-320	FIRE CONTRACT	\$ 15,890	\$ 14,903	\$ 18,000	\$ 18,000
101-42100-321	FIRE CALLS	\$ 12,357	\$ 17,370	\$ 16,000	\$ 16,000
101-42100-322	FIRE FALSE ALARMS	\$ -	\$ -	\$ 500	\$ -
101-42100-323	FIRE INSPECTION	\$ -	\$ 450	\$ 500	\$ 600
101-42100-355	PRINTING SERVICES	\$ 31	\$ 37	\$ -	\$ -
101-42100-360	INSURANCE	\$ -	\$ -	\$ -	\$ -
101-42100-391	TELEPHONE/PAGERS	\$ -	\$ -	\$ -	\$ -
101-42100-442	MISCELLANEOUS OTHER SERVICES & CHARGES	\$ 37 \$ 643,517	\$ 2,306 \$ 666,223	\$ 100 \$ 685,919	\$ 75 \$ 704,910
101-42100-530	FURNITURE & EQUIPMENT CAPITAL OUTLAY	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
TOTAL EXPENDITURES		\$ 643,517	\$ 667,292	\$ 685,919	\$ 704,910

CITY OF LAUDERDALE
PUBLIC WORKS
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-43000-101	FULL TIME EMPLOYEES	\$ 31,040	\$ 33,150	\$ 30,079	\$ 30,415
101-43000-102	OVERTIME	\$ 1,311	\$ 2,014	\$ 3,000	\$ 3,000
101-43000-104	TEMPORARY EMPLOYEES	\$ -	\$ -	\$ -	\$ -
101-43000-121	PERA CONTRIBUTIONS	\$ 2,345	\$ 2,467	\$ 2,481	\$ 2,506
101-43000-122	FICA/MC CONTRIBUTIONS	\$ 2,608	\$ 2,929	\$ 2,531	\$ 2,556
101-43000-126	ICMA RETIREMENT	\$ -	\$ -	\$ -	\$ -
101-43000-131	HEALTH INSURANCE	\$ 4,673	\$ 4,971	\$ 5,400	\$ 5,700
101-43000-142	UNEMPLOYMENT	\$ -	\$ -	\$ -	\$ -
101-43000-151	WORKERS COMPENSATION INSURANCE	\$ 1,104	\$ 1,523	\$ 1,522	\$ 1,537
	PERSONNEL	\$ 43,081	\$ 47,054	\$ 45,013	\$ 45,714
101-43000-212	MOTOR FUELS	\$ 2,970	\$ 3,378	\$ 3,100	\$ 3,300
101-43000-213	LUBRICANTS & OTHER FLUIDS	\$ -	\$ -	\$ -	\$ -
101-43000-225	LANDSCAPING MATERIALS	\$ -	\$ -	\$ -	\$ -
101-43000-226	SIGNS	\$ 130	\$ -	\$ -	\$ -
101-43000-227	TOOLS & EQUIPMENT	\$ -	\$ -	\$ -	\$ 1,000
101-43000-228	REPAIR SUPPLIES	\$ 1,050	\$ 1,915	\$ 1,500	\$ 1,500
	SUPPLIES	\$ 4,150	\$ 5,293	\$ 4,600	\$ 5,800
101-43000-304	ENGINEERING	\$ -	\$ -	\$ 1,000	\$ 1,000
101-43000-308	TRAINING & EDUCATION	\$ -	\$ -	\$ -	\$ -
101-43000-313	SNOW & ICE REMOVAL	\$ 18,201	\$ 13,638	\$ 19,000	\$ 19,000
101-43000-314	STREET SWEEPING	\$ 3,080	\$ -	\$ -	\$ -
101-43000-317	TREE SERVICE	\$ 17,718	\$ 6,000	\$ 8,000	\$ 7,000
101-43000-324	ALLEY REPAIR	\$ -	\$ -	\$ -	\$ -
101-43000-327	OTHER SERVICES	\$ 4,602	\$ 410	\$ 500	\$ 500
101-43000-328	STREET REPAIR	\$ -	\$ -	\$ -	\$ -
101-43000-333	CLEANING CONTRACT	\$ -	\$ -	\$ 4,500	\$ 1,000
101-43000-380	STREET LIGHTING	\$ 7,101	\$ 6,546	\$ 7,000	\$ 7,000
101-43000-381	ELECTRIC UTILITIES	\$ 2,859	\$ 2,777	\$ 3,000	\$ 3,200
101-43000-382	WATER UTILITIES	\$ 160	\$ 264	\$ 200	\$ 200
101-43000-383	GAS UTILITIES	\$ 2,994	\$ 3,999	\$ 3,500	\$ 3,500
101-43000-384	REFUSE DISPOSAL	\$ 2,735	\$ 3,375	\$ 3,000	\$ 3,200
101-43000-391	TELEPHONE/PAGERS	\$ 530	\$ 386	\$ 500	\$ 500
101-43000-402	CITY TRUCK REPAIR	\$ 1,734	\$ 583	\$ 3,000	\$ 2,000
101-43000-426	MACHINERY REPAIR	\$ -	\$ -	\$ -	\$ -
101-43000-442	MISCELLANEOUS	\$ 159	\$ 142	\$ 100	\$ 100
	OTHER SERVICES & CHARGES	\$ 61,873	\$ 38,121	\$ 53,300	\$ 48,200
101-43000-530	FURNITURE & OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 109,104	\$ 90,467	\$ 102,913	\$ 99,714

CITY OF LAUDERDALE
 PLANNING, ZONING & INSPECTIONS
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-43400-101	FULL TIME EMPLOYEES	\$ 33,941	\$ 36,413	\$ 37,875	\$ 39,463
101-43400-104	TEMPORARY EMPLOYEES	\$ 1,316	\$ -	\$ -	\$ -
101-43400-121	PERA CONTRIBUTIONS	\$ 2,461	\$ 2,640	\$ 2,841	\$ 2,960
101-43400-122	FICA/MC CONTRIBUTIONS	\$ 2,920	\$ 3,022	\$ 2,897	\$ 3,019
101-43400-126	ICMA RETIREMENT	\$ -	\$ -	\$ -	\$ -
101-43400-131	HEALTH INSURANCE	\$ 5,242	\$ 5,893	\$ 6,480	\$ 6,840
101-43400-133	LIFE INSURANCE	\$ -	\$ -	\$ -	\$ -
101-43400-151	WORKERS COMPENSATION INSURANCE	\$ 1,025	\$ 1,419	\$ 1,435	\$ 1,481
	PERSONNEL	\$ 46,905	\$ 49,386	\$ 51,528	\$ 53,763
101-43000-201	GENERAL SUPPLIES	\$ -	\$ -	\$ -	\$ -
101-43400-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
101-43400-203	POSTAGE	\$ 230	\$ 245	\$ 300	\$ 300
	SUPPLIES	\$ 230	\$ 245	\$ 300	\$ 300
101-43400-306	CONSULTING FEES	\$ 2,203	\$ 148	\$ -	\$ 15,000
101-43400-308	TRAINING & EDUCATION	\$ 500	\$ 705	\$ 500	\$ 1,000
101-43400-310	PLUMBING INSPECTIONS	\$ -	\$ -	\$ -	\$ -
101-43400-311	HEATING INSPECTIONS	\$ -	\$ -	\$ -	\$ -
101-43400-312	BUILDING INSPECTIONS	\$ 150	\$ 1,970	\$ 1,000	\$ 2,000
101-43400-327	OTHER SERVICES	\$ 30	\$ -	\$ -	\$ -
101-43400-331	TRAVEL EXPENSES	\$ -	\$ -	\$ -	\$ -
101-43400-355	PRINTING SERVICES	\$ -	\$ 46	\$ -	\$ -
101-43400-386	GOPHER STATE LOCATES	\$ 439	\$ 677	\$ 500	\$ 500
101-43400-388	SAC UNIT CHARGES	\$ -	\$ -	\$ -	\$ -
101-43400-437	SALES TAX	\$ -	\$ -	\$ -	\$ -
101-43400-442	MISCELLANEOUS	\$ -	\$ 119	\$ 100	\$ 50
101-43400-443	SURCHARGE REPORT	\$ 633	\$ 477	\$ 500	\$ 500
	OTHER SERVICES & CHARGES	\$ 3,955	\$ 4,142	\$ 2,600	\$ 19,050
101-43000-510	COMPUTER SOFTWARE & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 51,090	\$ 53,773	\$ 54,428	\$ 73,113

CITY OF LAUDERDALE
PARKS & RECREATION
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-45200-101	FULL TIME EMPLOYEES	\$ 40,375	\$ 44,005	\$ 43,853	\$ 44,675
101-45200-103	PART TIME EMPLOYEES	\$ -	\$ -	\$ -	\$ -
101-45200-104	TEMPORARY EMPLOYEES	\$ 5,767	\$ 5,558	\$ 6,000	\$ 6,000
101-45200-121	PERA CONTRIBUTIONS	\$ 2,917	\$ 3,075	\$ 3,289	\$ 3,351
101-45200-122	FICA/MC CONTRIBUTIONS	\$ 3,698	\$ 4,086	\$ 3,814	\$ 3,877
101-45200-131	HEALTH INSURANCE	\$ 6,236	\$ 6,932	\$ 8,100	\$ 8,550
101-45200-133	LIFE INSURANCE	\$ -	\$ -	\$ -	\$ -
101-45200-142	UNEMPLOYMENT BENEFIT	\$ -	\$ -	\$ -	\$ -
101-45200-151	WORKERS COMPENSATION INSURANCE	\$ 973	\$ 1,341	\$ 1,345	\$ 1,350
	PERSONNEL	\$ 59,966	\$ 64,996	\$ 66,401	\$ 67,803
101-45200-201	GENERAL SUPPLIES	\$ -	\$ 472	\$ 200	\$ 250
101-45200-202	PERMANENT SUPPLIES	\$ 129	\$ -	\$ -	\$ 200
101-45200-212	MOTOR FUELS	\$ -	\$ -	\$ -	\$ -
101-45200-225	LANDSCAPING MATERIALS	\$ -	\$ 975	\$ -	\$ 1,000
101-45200-228	REPAIR SUPPLIES	\$ 971	\$ 103	\$ 500	\$ 500
	SUPPLIES	\$ 1,100	\$ 1,550	\$ 700	\$ 1,950
101-45200-317	TREE SERVICE	\$ -	\$ -	\$ -	\$ -
101-45200-370	PARK & RECREATION EXPENSES	\$ 700	\$ 760	\$ 700	\$ 700
101-45200-371	NON-RESIDENT REIMBURSEMENT	\$ 1,284	\$ 1,744	\$ 1,500	\$ 1,700
101-45200-381	ELECTRIC UTILITIES	\$ 491	\$ 465	\$ 500	\$ 500
101-45200-382	WATER UTILITIES	\$ 290	\$ 352	\$ 200	\$ 250
101-45200-383	GAS UTILITIES	\$ 820	\$ 624	\$ 700	\$ 700
101-45200-384	REFUSE DISPOSAL	\$ -	\$ -	\$ -	\$ -
101-45200-391	TELEPHONE/PAGERS	\$ 22	\$ 63	\$ 50	\$ 50
101-45200-403	TRACTOR/MOWER REPAIR/MAINT	\$ -	\$ 709	\$ 1,000	\$ 1,000
101-45200-412	WARMING HOUSE REPAIR/MAINT	\$ -	\$ -	\$ -	\$ -
101-45200-427	PORTA POTTY RENTAL	\$ 1,072	\$ 983	\$ 1,000	\$ 1,000
101-45200-442	MISCELLANEOUS	\$ 1,982	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 6,661	\$ 5,700	\$ 5,650	\$ 5,900
101-45200-540	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES		\$ 67,727	\$ 72,245	\$ 72,751	\$ 70,753

CITY OF LAUDERDALE
 CONTINGENCY
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-45300-444	CONTINGENCY FUNDS	\$ -	\$ -	\$ 20,000	\$ 10,000
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ 20,000	\$ 10,000
TOTAL EXPENDITURES		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 10,000</u>

CITY OF LAUDERDALE
 TRANSFERS
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-45400-710	OPERATING TRANSFER	\$ -	\$ 38,000	\$ 38,000	\$ 38,000
101-45400-721	OPERATING TRANSFER TO 201	\$ -	\$ -	\$ -	\$ -
101-45400-731	OPERATING TRANSFER TO 301	\$ -	\$ -	\$ -	\$ -
101-45400-732	OPERATING TRANSFER TO 302	\$ -	\$ -	\$ -	\$ -
101-45400-733	OPERATING TRANSFER TO 303	\$ -	\$ -	\$ -	\$ -
101-45400-734	OPERATING TRANSFER TO 304	\$ -	\$ 6,297	\$ -	\$ -
101-45400-741	OPERATING TRANSFER TO 401	\$ 6,993	\$ -	\$ -	\$ -
101-45400-742	OPERATING TRANSFER TO 402	\$ 79,993	\$ 25,018	\$ -	\$ -
101-45400-743	OPERATING TRANSFER TO 403	\$ -	\$ -	\$ -	\$ -
101-45400-744	OPERATING TRANSFER TO 404	\$ -	\$ -	\$ -	\$ -
101-45400-745	OPERATING TRANSFER TO 405	\$ -	\$ -	\$ -	\$ -
101-45400-747	OPERATING TRANSFER TO 407	\$ -	\$ -	\$ -	\$ -
101-45400-749	OPERATING TRANSFER TO 409	\$ -	\$ -	\$ -	\$ -
	TRANSFERS	\$ 86,986	\$ 69,315	\$ 38,000	\$ 38,000
TOTAL EXPENDITURES		\$ 86,986	\$ 69,315	\$ 38,000	\$ 38,000

CITY OF LAUDERDALE
 ECONOMIC DEVELOPMENT
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
101-48100-306	CONSULTING FEES	\$ 12,296	\$ 1,786	\$ 20,000	\$ 20,000
101-48100-442	MISCELLANEOUS	\$ 224	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 12,520	\$ 1,786	\$ 20,000	\$ 20,000
TOTAL EXPENDITURES		<u>\$ 12,520</u>	<u>\$ 1,786</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

SPECIAL REVENUE FUND

The Special Revenue is established to account for specific revenues or other sources that are designated for financing particular functions or activities as required by federal regulations, state statute, local ordinances, or specific grant agreements. Most of the special revenue funds in Lauderdale's budget are related to specific programs or grants for specific activities.

CITY OF LAUDERDALE
SPECIAL REVENUE FUNDS
2016

Fund	Fund Title	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
201	COMMUNITY EVENTS	\$ 5,021	\$ 5,175	\$ 3,000	\$ 3,600
202	COMMUNICATIONS	\$ 20,868	\$ 21,094	\$ 20,025	\$ 20,025
203	RECYCLING	\$ 40,375	\$ 41,131	\$ 41,769	\$ 41,377
	TOTAL REVENUES	\$ 66,264	\$ 67,400	\$ 64,794	\$ 65,002
201	COMMUNITY EVENTS	\$ 3,825	\$ 4,252	\$ 3,325	\$ 3,425
202	COMMUNICATIONS	\$ 33,044	\$ 24,647	\$ 23,152	\$ 16,747
203	RECYCLING	\$ 36,129	\$ 44,545	\$ 46,493	\$ 51,341
	TOTAL EXPENDITURES	\$ 72,998	\$ 73,444	\$ 72,970	\$ 71,513

CITY OF LAUDERDALE
COMMUNITY EVENTS
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
201-34787	GARAGE SALE	\$ 75	\$ 75	\$ 75	\$ 75
201-34788	DAY IN THE PARK	\$ 1,409	\$ 2,205	\$ 1,000	\$ 2,000
201-34789	MUSIC UNDER THE TREES	\$ 760	\$ 400	\$ 400	\$ -
201-34792	T-SHIRT SALES	\$ 112	\$ 343	\$ 100	\$ 100
201-34793	FUN RUN / WALK	\$ 1,695	\$ 1,243	\$ 400	\$ 400
201-34794	NIGHT TO UNITE	\$ -	\$ -	\$ -	\$ -
201-34795	HALLOWEEN EVENT	\$ 854	\$ 866	\$ 1,000	\$ 1,000
201-36211	INVESTMENT INTEREST	\$ 23	\$ 43	\$ 25	\$ 25
201-36255	MISCELLANEOUS REVENUE	\$ 93	\$ -	\$ -	\$ -
201-39200	TRANSFER IN	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 5,021	\$ 5,175	\$ 3,000	\$ 3,600
201-45600-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
	SUPPLIES	\$ -	\$ -	\$ -	\$ -
201-46500-368	FUN RUN / WALK	\$ 500	\$ 698	\$ 500	\$ 500
201-46500-369	MUSIC UNDER THE TREES	\$ 400	\$ 400	\$ 400	\$ 400
201-46500-373	T-SHIRT MERCHANDISE	\$ 500	\$ 525	\$ -	\$ -
201-46500-376	GARAGE SALE	\$ 75	\$ 75	\$ 75	\$ 75
201-46500-377	DAY IN THE PARK	\$ 1,300	\$ 1,586	\$ 1,300	\$ 1,400
201-46500-378	NIGHT TO UNITE	\$ 150	\$ 135	\$ 150	\$ 150
201-46500-379	HALLOWEEN EVENT	\$ 700	\$ 679	\$ 700	\$ 700
201-46500-440	MEETING EXPENSES	\$ 200	\$ 154	\$ 200	\$ 200
	OTHER SERVICES & CHARGES	\$ 3,825	\$ 4,252	\$ 3,325	\$ 3,425
	TOTAL EXPENDITURES	\$ 3,825	\$ 4,252	\$ 3,325	\$ 3,425
	REVENUES OVER/UNDER EXPENDITURES	\$ 1,196	\$ 923	\$ (325)	\$ 175

CITY OF LAUDERDALE
COMMUNICATIONS
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
202-33600	GRANTS	\$ -	\$ -	\$ -	\$ -
202-36211	INVESTMENT INTEREST	\$ 52	\$ 15	\$ 25	\$ 25
202-36253	CABLE FRANCHISE FEES	\$ 20,816	\$ 21,079	\$ 20,000	\$ 20,000
	TOTAL REVENUES	\$ 20,868	\$ 21,094	\$ 20,025	\$ 20,025
202-49500-101	FULL TIME EMPLOYEES	\$ 16,935	\$ 12,353	\$ 10,377	\$ 6,087
202-49500-121	PERA CONTRIBUTIONS	\$ 1,228	\$ 896	\$ 778	\$ 456
202-49500-122	FICA/MC CONTRIBUTIONS	\$ 1,392	\$ 1,001	\$ 794	\$ 466
202-49500-131	HEALTH INSURANCE	\$ 2,640	\$ 2,005	\$ 1,620	\$ 1,140
202-49500-133	LIFE INSURANCE	\$ -	\$ -	\$ -	\$ -
202-49500-151	WORKERS COMPENSATION INSURANCE	\$ 103	\$ 78	\$ 83	\$ 48
	PERSONNEL	\$ 22,298	\$ 16,333	\$ 13,652	\$ 8,197
202-49500-307	COMPUTER SERVICES	\$ 500	\$ 500	\$ 500	\$ 550
202-49500-327	OTHER SERVICES	\$ 2,862	\$ 2,950	\$ 3,000	\$ 3,000
202-49500-329	CABLE FRANCHISE FEE	\$ 4,686	\$ 4,808	\$ 5,000	\$ 5,000
202-49500-409	OTHER EQUIPMENT REPAIRS	\$ 40	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 8,088	\$ 8,258	\$ 8,500	\$ 8,550
202-49500-530	FURNITURE & EQUIPMENT	\$ 2,658	\$ 56	\$ 1,000	\$ -
	CAPITAL OUTLAY	\$ 2,658	\$ 56	\$ 1,000	\$ -
	TOTAL EXPENDITURES	\$ 33,044	\$ 24,647	\$ 23,152	\$ 16,747
	REVENUES OVER/UNDER EXPENDITURES	\$ (12,176)	\$ (3,553)	\$ (3,127)	\$ 3,278

CITY OF LAUDERDALE
 RECYCLING
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
203-33622	COUNTY GRANTS	\$ 4,975	\$ 4,975	\$ 6,369	\$ 5,977
203-36100	SPECIAL ASSESSMENTS	\$ 35,000	\$ 35,528	\$ 35,000	\$ 35,000
203-36102	PENALTIES & INTEREST	\$ -	\$ 126	\$ -	\$ -
203-36211	INVESTMENT INTEREST	\$ 400	\$ 502	\$ 400	\$ 400
	TOTAL REVENUES	\$ 40,375	\$ 41,131	\$ 41,769	\$ 41,377
203-50000-101	FULL TIME EMPLOYEES	\$ 5,853	\$ 12,089	\$ 15,044	\$ 15,646
203-50000-121	PERA CONTRIBUTIONS	\$ 424	\$ 877	\$ 1,128	\$ 1,173
203-50000-122	FICA/MC CONTRIBUTIONS	\$ 512	\$ 1,044	\$ 1,151	\$ 1,197
203-50000-131	HEALTH INSURANCE	\$ 960	\$ 2,075	\$ 2,700	\$ 2,850
203-50000-133	LIFE INSURANCE	\$ -	\$ -	\$ -	\$ -
203-50000-151	WORKERS COMPENSATION INSURANCE	\$ 36	\$ 115	\$ 120	\$ 125
	PERSONNEL	\$ 7,785	\$ 16,200	\$ 20,143	\$ 20,991
203-50000-202	PERMANENT SUPPLIES	\$ -	\$ -	\$ -	\$ -
203-50000-327	OTHER SERVICES	\$ 332	\$ 331	\$ 350	\$ 350
203-50000-389	RECYCLING CONTRACTOR	\$ 28,012	\$ 28,014	\$ 26,000	\$ 30,000
203-50000-440	MEETING EXPENSES	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 28,344	\$ 28,345	\$ 26,350	\$ 30,350
	TOTAL EXPENDITURES	\$ 36,129	\$ 44,545	\$ 46,493	\$ 51,341
	REVENUES OVER/UNDER EXPENDITURES	\$ 4,246	\$ (3,414)	\$ (4,724)	\$ (9,964)

CAPITAL PROJECT FUNDS

The following Capital Project Funds are established to account for the resources used for the acquisition of capital facilities and infrastructure for the City with the exception of those financed by the Enterprise Funds.

CAPITAL IMPROVEMENT - STREETS

Established to account for expenditures resulting from street improvement projects.

GENERAL CAPITAL IMPROVEMENTS

Established to account for transactions relating to capital improvements to municipal buildings and equipment.

CAPITAL IMPROVEMENTS – STORM WATER

Established to account for depreciation from the storm water enterprise to fund future storm water improvement projects.

CAPITAL IMPROVEMENTS - PARK IMPROVEMENTS

Established to account for the expenditures on public park acquisition and improvements.

DISTRICT TAX INCREMENTS

Established to account for revenues and expenditures in the various tax increment districts. Separate accounting is necessary to meet the statutory reporting to the Office of the State Auditor.

CAPITAL IMPROVEMENTS – SANITARY SEWER

Established to account for depreciation from the sanitary sewer enterprise to fund future sanitary sewer infrastructure improvements.

DEVELOPMENT FUND

Established to accrue funds to assist with economic development and redevelopment projects.

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT FUNDS
 2016

Fund	Fund Title	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
401	STREET CAPITAL IMPROVEMENTS	\$ 8,885	\$ 2,598	\$ 2,000	\$ 2,000
402	GENERAL CAPITAL IMPROVEMENTS	\$ 80,332	\$ 25,276	\$ 400	\$ -
403	STORM SEWER CAPITAL IMPROVEMENTS	\$ 580	\$ 814	\$ 600	\$ -
404	PARK CAPITAL IMPROVEMENTS	\$ 918	\$ 1,300	\$ 1,000	\$ 1,000
405	TAX INCREMENT PROJECTS	\$ 202,033	\$ 1,681	\$ -	\$ -
407	SANITARY SEWER CAPITAL IMPROVEMENTS	\$ 1,398	\$ 89,783	\$ 36,500	\$ 286,500
414	DEVELOPMENT FUND	\$ -	\$ 121,841	\$ 38,000	\$ 38,000
	TOTAL REVENUES	\$ 294,146	\$ 243,293	\$ 78,500	\$ 327,500
401	STREET CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ 170,000	\$ 150,000
402	GENERAL CAPITAL IMPROVEMENTS	\$ 6,836	\$ -	\$ 48,000	\$ 48,000
403	STORM SEWER CAPITAL IMPROVEMENTS	\$ 80,000	\$ -	\$ -	\$ -
404	PARK CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ 25,000	\$ -
405	TAX INCREMENT PROJECTS	\$ 234,283	\$ 389,616	\$ -	\$ -
407	SANITARY SEWER CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -	\$ 250,000
414	DEVELOPMENT FUND	\$ -	\$ -	\$ 20,461	\$ -
	TOTAL EXPENDITURES	\$ 321,119	\$ 389,616	\$ 263,461	\$ 448,000

CITY OF LAUDERDALE
STREET CAPITAL IMPROVEMENT
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
401-36100	SPECIAL ASSESSMENTS	\$ -	\$ 4	\$ -	\$ -
401-36200	MISCELLANEOUS REVENUE	\$ 82	\$ -	\$ -	\$ -
401-36211	INVESTMENT INTEREST	\$ 1,810	\$ 2,594	\$ 2,000	\$ 2,000
401-39201	TRANSFER IN	\$ 6,993	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 8,885</u>	<u>\$ 2,598</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>
401-48401-304	ENGINEERING	\$ -	\$ -	\$ -	\$ -
401-48401-328	STREET REPAIR	\$ -	\$ -	\$ 170,000	\$ 150,000
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ 170,000	\$ 150,000
401-48401-710	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 170,000</u>	<u>\$ 150,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 8,885	\$ 2,598	\$ (168,000)	\$ (148,000)

CITY OF LAUDERDALE
GENERAL CAPITAL IMPROVEMENT
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
402-36211	INVESTMENT INTEREST	\$ 339	\$ 258	\$ 400	\$ -
402-36250	REFUNDS & REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ -
402-39101	SALE OF FIXED ASSETS	\$ -	\$ -	\$ -	\$ -
402-39201	TRANSFER IN	\$ 79,993	\$ 25,018	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 80,332</u>	<u>\$ 25,276</u>	<u>\$ 400</u>	<u>\$ -</u>
402-48000-510	LAND	\$ 4,245	\$ -	\$ -	\$ -
402-48000-520	BUILDINGS	\$ -	\$ -	\$ 13,000	\$ 13,000
402-48000-530	FURNITURE & EQUIPMENT	\$ 2,591	\$ -	\$ -	\$ -
402-48000-530	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ 35,000
402-48000-560	VEHICLE	\$ -	\$ -	\$ 35,000	\$ -
	CAPITAL OUTLAY	<u>\$ 6,836</u>	<u>\$ -</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>
	TOTAL EXPENDITURES	<u>\$ 6,836</u>	<u>\$ -</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 73,496	\$ 25,276	\$ (47,600)	\$ (48,000)

CITY OF LAUDERDALE
 STORM SEWER CAPITAL
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
403-36211	INVESTMENT INTEREST	\$ 580	\$ 814	\$ 600	\$ -
403-36250	REFUNDS & REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ -
403-39201	TRANSFER IN	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 580</u>	<u>\$ 814</u>	<u>\$ 600</u>	<u>\$ -</u>
403-48403-304	ENGINEERING	\$ -	\$ -	\$ -	\$ -
403-48403-327	OTHER SERVICES	\$ 80,000	\$ -	\$ -	\$ -
403-48403-328	STREET REPAIR	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
403-48403-710	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
	OTHER FINANCING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ (79,420)	\$ 814	\$ 600	\$ -

CITY OF LAUDERDALE
PARK CAPITAL
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
404-36211	INVESTMENT INTEREST	\$ 918	\$ 1,300	\$ 1,000	\$ 1,000
404-36230	DONATIONS	\$ -	\$ -	\$ -	\$ -
404-39201	TRANSFER IN	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 918</u>	<u>\$ 1,300</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>
404-48404-304	ENGINEERING	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -	\$ -
404-48404-501	LAND	\$ -	\$ -	\$ -	\$ -
404-48404-525	PLAYGROUND	\$ -	\$ -	\$ -	\$ -
404-48404-527	CAPITAL IMPROVEMENT	\$ -	\$ -	\$ 25,000	\$ -
	CAPITAL OUTLAY	\$ -	\$ -	\$ 25,000	\$ -
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 918	\$ 1,300	\$ (24,000)	\$ 1,000

CITY OF LAUDERDALE
TAX INCREMENT
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
405-31050	TAX INCREMENT	\$ 186,596	\$ -	\$ -	\$ -
405-31051	DELINQUENT TAX INCREMENT	\$ 3,833	\$ -	\$ -	\$ -
405-36211	INVESTMENT INTEREST	\$ 1,604	\$ 1,681	\$ -	\$ -
405-39200	TRANSFER IN	\$ 10,000	\$ -	\$ -	\$ -
	TOTAL REVENUES	\$ 202,033	\$ 1,681	\$ -	\$ -
405-48500-304	ENGINEERING	\$ 24,000	\$ -	\$ -	\$ -
405-48500-305	LEGAL - CIVIL	\$ -	\$ 578	\$ -	\$ -
405-48500-325	LARPENTEUR AVENUE IMPROVEMENTS	\$ 68,167	\$ 359,884	\$ -	\$ -
405-48500-327	OTHER SERVICES	\$ 140,616	\$ 29,154	\$ -	\$ -
405-48500-442	MISCELLANEOUS	\$ 1,500	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ 234,283	\$ 389,616	\$ -	\$ -
405-48500-710	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ -	\$ -
	TOTAL EXPENDITURES	\$ 234,283	\$ 389,616	\$ -	\$ -
	REVENUES OVER/UNDER EXPENDITURES	\$ (32,250)	\$ (387,935)	\$ -	\$ -

CITY OF LAUDERDALE
 SANITARY SEWER CAPITAL
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
407-36200	MISCELLANEOUS	\$ -	\$ 52,869	\$ -	\$ -
407-36211	INVESTMENT INTEREST	\$ 1,398	\$ 1,914	\$ 1,500	\$ 1,500
407-39201	TRANSFER IN	\$ -	\$ 35,000	\$ 35,000	\$ 285,000
	TOTAL REVENUES	<u>\$ 1,398</u>	<u>\$ 89,783</u>	<u>\$ 36,500</u>	<u>\$ 286,500</u>
407-48407-304	ENGINEERING	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	\$ -	\$ -	\$ -	\$ -
407-48407-500	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 250,000
	CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 250,000
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ 1,398	\$ 89,783	\$ 36,500	\$ 36,500

NOTES

2016 - Sewer Lining Project for Eustis Street and Como Avenue

CITY OF LAUDERDALE
DEVELOPMENT
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
414-36211	INVESTMENT INTEREST	\$ -	\$ 141	\$ -	\$ -
414-36255	MISCELLANEOUS	\$ -	\$ 83,700	\$ -	\$ -
414-39200	TRANSFER IN	\$ -	\$ 38,000	\$ 38,000	\$ 38,000
	TOTAL REVENUES	<u>\$ -</u>	<u>\$ 121,841</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>
414-48100-721	TRANSFER OUT	\$ -	\$ -	\$ 20,461	\$ -
	OTHER FINANCING	\$ -	\$ -	\$ 20,461	\$ -
	TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,461</u>	<u>\$ -</u>
	REVENUES OVER/UNDER EXPENDITURES	\$ -	\$ 121,841	\$ 17,539	\$ 38,000

ENTERPRISE FUND

The ENTERPRISE FUND was established to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public is financed or recovered primarily through user charges.

CITY OF LAUDERDALE
 ENTERPRISE FUNDS
 2016

Fund	Fund Title	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
601	SANITARY SEWER	\$ 246,800	\$ 477,669	\$ 252,925	\$ 263,082
602	STORM WATER	\$ 79,754	\$ 86,722	\$ 68,500	\$ 80,400
	TOTAL REVENUES	\$ 326,554	\$ 564,391	\$ 321,425	\$ 343,482
601	SANITARY SEWER	\$ 219,490	\$ 227,123	\$ 273,063	\$ 536,811
602	STORM WATER	\$ 57,305	\$ 71,416	\$ 72,514	\$ 78,584
	TOTAL EXPENDITURES	\$ 276,795	\$ 298,539	\$ 345,577	\$ 615,395

CITY OF LAUDERDALE
SANITARY SEWER
2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
601-36211	INVESTMENT INTEREST	\$ 1,800	\$ 2,077	\$ 1,800	\$ 1,800
601-37210	SEWER SALES	\$ 245,000	\$ 254,644	\$ 251,125	\$ 261,282
601-39202	TRANSFER IN	\$ -	\$ 220,948	\$ -	\$ -
	TOTAL REVENUES	\$ 246,800	\$ 477,669	\$ 252,925	\$ 263,082
601-49000-101	FULL TIME EMPLOYEES	\$ 28,512	\$ 28,949	\$ 30,279	\$ 47,577
601-49000-102	OVERTIME	\$ 10,324	\$ 10,774	\$ 12,000	\$ 12,000
601-49000-121	PERA CONTRIBUTIONS	\$ 2,798	\$ 2,193	\$ 3,171	\$ 3,568
601-49000-122	FICA/MC CONTRIBUTIONS	\$ 3,074	\$ 3,405	\$ 3,234	\$ 3,640
601-49000-131	HEALTH INSURANCE	\$ 5,455	\$ 5,877	\$ 5,184	\$ 6,042
601-49000-151	WORKERS COMPENSATION INSURANCE	\$ 2,132	\$ 2,916	\$ 2,895	\$ 2,956
	PERSONNEL	\$ 52,295	\$ 54,114	\$ 56,763	\$ 75,783
601-49000-201	GENERAL SUPPLIES	\$ 643	\$ -	\$ -	\$ -
601-49000-212	MOTOR FUELS	\$ 307	\$ 763	\$ 700	\$ 700
	SUPPLIES	\$ 950	\$ 763	\$ 700	\$ 700
601-49000-301	AUDITING	\$ 1,711	\$ 1,711	\$ 1,800	\$ 1,800
601-49000-304	ENGINEERING	\$ 399	\$ -	\$ 3,000	\$ 3,000
601-49000-308	TRAINING/CONFERENCES	\$ 900	\$ -	\$ 600	\$ 600
601-49000-316	SEWER JETTING	\$ -	\$ -	\$ 20,000	\$ 20,000
601-49000-327	OTHER SERVICES	\$ 6,759	\$ 9,309	\$ 7,000	\$ 7,000
601-49000-361	GENERAL LIABILITY	\$ 1,936	\$ 2,094	\$ 2,200	\$ 2,200
601-49000-362	PROPERTY INSURANCE	\$ 757	\$ -	\$ 1,000	\$ -
601-49000-382	WATER	\$ 50	\$ 57	\$ 100	\$ 100
601-49000-387	WATER TREATMENT SERVICE	\$ 118,311	\$ 123,376	\$ 133,000	\$ 139,228
601-49000-391	TELEPHONE/PAGERS	\$ 265	\$ 239	\$ 300	\$ 300
601-49000-402	TRUCK MAINTENANCE	\$ 217	\$ 69	\$ 400	\$ 400
601-49000-425	CLOTHING	\$ 648	\$ 643	\$ 700	\$ 700
	OTHER SERVICES & CHARGES	\$ 131,953	\$ 137,498	\$ 170,100	\$ 175,328
601-49000-501	DEPRECIATION	\$ 34,292	\$ 34,748	\$ 35,000	\$ 35,000
601-49000-540	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
601-49000-554	CATCH BASIN REPAIRS	\$ -	\$ -	\$ 10,500	\$ -
	CAPITAL OUTLAY	\$ 34,292	\$ 34,748	\$ 45,500	\$ 35,000
601-49000-710	TRANSFER OUT	\$ -	\$ -	\$ -	\$ 250,000
	OTHER FINANCING	\$ -	\$ -	\$ -	\$ 250,000
	TOTAL EXPENDITURES	\$ 219,490	\$ 227,123	\$ 273,063	\$ 536,811
	REVENUES OVER/UNDER EXPENDITURES	\$ 27,310	\$ 250,546	\$ (20,138)	\$ (273,729)

CITY OF LAUDERDALE
 STORM WATER
 2016

Account Number	Account Description	2013 Actual	2014 Actual	2015 Adopted	2016 Proposed
602-36211	INVESTMENT INTEREST	\$ 224	\$ 412	\$ 300	\$ 400
602-37300	STORM SEWER FEE	\$ 79,530	\$ 86,310	\$ 68,200	\$ 80,000
602-39200	TRANSFER IN	\$ -	\$ -	\$ -	\$ -
	TOTAL REVENUES	<u>\$ 79,754</u>	<u>\$ 86,722</u>	<u>\$ 68,500</u>	<u>\$ 80,400</u>
602-49100-101	FULL TIME EMPLOYEES	\$ 32,523	\$ 33,090	\$ 34,360	\$ 39,997
602-49100-102	OVERTIME	\$ 4,302	\$ 4,489	\$ 5,000	\$ 5,000
602-49100-121	PERA CONTRIBUTIONS	\$ 2,650	\$ 2,748	\$ 2,952	\$ 3,000
602-49100-122	FICA/MC CONTRIBUTIONS	\$ 2,906	\$ 3,174	\$ 3,011	\$ 3,060
602-49100-131	HEALTH INSURANCE	\$ 5,033	\$ 5,398	\$ 5,616	\$ 5,928
602-49100-151	WORKERS COMPENSATION INSURANCE	\$ 1,733	\$ 2,381	\$ 2,375	\$ 2,399
	PERSONNEL	<u>\$ 49,147</u>	<u>\$ 51,280</u>	<u>\$ 53,314</u>	<u>\$ 59,384</u>
602-49100-201	GENERAL SUPPLIES	\$ -	\$ -	\$ -	\$ -
602-49100-212	MOTOR FUELS	\$ 643	\$ 762	\$ 700	\$ 700
602-49100-227	TOOLS & EQUIPMENT	\$ 54	\$ -	\$ -	\$ -
602-49100-228	REPAIR SUPPLIES	\$ 309	\$ -	\$ -	\$ -
	SUPPLIES	<u>\$ 1,006</u>	<u>\$ 762</u>	<u>\$ 700</u>	<u>\$ 700</u>
602-49100-301	AUDITING	\$ 1,711	\$ 1,711	\$ 1,800	\$ 1,800
602-49100-304	ENGINEERING	\$ 1,036	\$ 5,569	\$ 3,000	\$ 3,000
602-49100-308	TRAINING/CONFERENCES	\$ -	\$ 170	\$ 500	\$ 500
602-49100-314	STREET SWEEPING	\$ -	\$ 5,350	\$ 5,500	\$ 5,500
602-49100-327	OTHER SERVICES	\$ 343	\$ 2,984	\$ 3,500	\$ 3,500
602-49100-352	PUBLIC INFORMATION NOTICES	\$ 86	\$ 45	\$ 100	\$ 100
602-49100-361	GENERAL LIABILITY	\$ 1,936	\$ 2,094	\$ 2,200	\$ 2,200
602-49100-391	TELEPHONE/PAGERS	\$ 265	\$ 239	\$ 300	\$ 300
602-49100-402	TRUCK MAINTENANCE	\$ 217	\$ 69	\$ 400	\$ 400
602-49100-425	CLOTHING	\$ 648	\$ 643	\$ 700	\$ 700
602-49100-438	DUES & SUBSCRIPTIONS	\$ 910	\$ 500	\$ 500	\$ 500
602-49100-442	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -
	OTHER SERVICES & CHARGES	<u>\$ 7,152</u>	<u>\$ 19,374</u>	<u>\$ 18,500</u>	<u>\$ 18,500</u>
602-49100-501	DEPRECIATION	\$ -	\$ -	\$ -	\$ -
602-49100-540	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -
602-49100-554	CATCH BASIN REPAIRS	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
602-49100-710	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -
	OTHER FINANCING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	TOTAL EXPENDITURES	<u>\$ 57,305</u>	<u>\$ 71,416</u>	<u>\$ 72,514</u>	<u>\$ 78,584</u>
	REVENUES OVER/UNDER EXPENDITURES	<u>\$ 22,449</u>	<u>\$ 15,306</u>	<u>\$ (4,014)</u>	<u>\$ 1,816</u>

SUPPORTING DATA

- Glossary of Terms
- Capital Improvement Plan

GLOSSARY OF TERMS

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

ACTIVITY

A cost center for recording charges for services delivered or functions performed. Each activity has an assigned manager who is responsible for planning and conducting the various approved objectives or workloads. For example, "Snow Removal" is an activity performed as part of the Street Maintenance Program.

AD VALOREM TAX

A tax levied on the assessed value of real and personal property. This tax is also known as property tax.

APPROPRIATIONS

An authorization made by the City Council, which permits the City to incur obligations and to make expenditures of resources.

BALANCED BUDGET

A budget in which planned funds available equal planned expenditures.

BONDS

A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date.

BUDGET

An annual financial plan that identifies revenues specifies the type and level of services to be provided and establishes the amount of money that can be spent.

BUDGET OVERVIEW

The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Administrator.

CAPITAL ASSETS

Assets (buildings, vehicles, land, infrastructure) with an expected life of more than two years and a unit cost of \$5,000 and greater.

CAPITAL CONTRIBUTIONS

Capital assets received from the general government should be reported as capital contributions rather than transfers. Contributions would include developer installed infrastructure, developer payments and general government paid expenses.

CAPITAL IMPROVEMENT PLAN (CIP)

The budgeted costs to provide needed infrastructure, park development, building construction or rehabilitation, equipment, vehicles and other related items. Funding is received from bonding and other various sources.

CAPITAL PROJECTS FUND

The Capital Improvement Fund established to account for resources and uses of capital projects financed by sources other than property owner assessments.

CAPITAL OUTLAY

A level of budgetary appropriation which includes expenses for the addition of capital assets such as land, building, machinery and equipment.

CHARGES FOR SERVICES

Consists of a wide variety of fees for services charged by City agencies, generally categorized under Parks, Public Safety, Animal Control, Public Works, and Zoning.

CONTINGENCY

An appropriation of funds to cover unforeseen events that occur during the fiscal year.

CURRENT TAXES

Taxes levied and becoming due during the current year, from the time the amount the tax levy becomes due until sixty days after the first of the next year.

DEBT SERVICE

The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

DEBT SERVICE FUND

The debt service fund is used to account for the accumulation of resources for and the payment of general long-term debt principal, interest, and related costs.

DELINQUENT TAXES

Taxes that remains unpaid on and after sixty days past the first of the year following the year in which they were due.

DEPARTMENT

An organizational unit for purposes of administration and cost accounting.

DIVISION

An organizational unit within a department for purposes of administration and cost accounting.

ENTERPRISE FUND

A self-supporting fund designed to account for activities supported by user charges; examples are water, storm water and sanitary sewer.

EXPENDITURE

Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service and capital outlay.

FINES AND FORFEITURES

Consists of a variety of fees, fines and forfeitures collected by the State Court System, including bail forfeitures, garnishments, legal defenders recoupment and juror/witness fees.

FISCAL DISPARITIES

Local units of government in the Twin Cities metropolitan area and on the iron range participate in property tax base sharing programs. Under these two programs, a portion of the growth in commercial and industrial property value of each city and township is contributed to a tax base sharing pool. Each city and township then receives a distribution of property value from the pool based on market value and population in each city.

FISCAL YEAR

Any period of 12 consecutive months designated as the budget year. The City's budget year begins January 1 and ends December 31.

FRANCHISE FEE

Fee imposed on local sales of public utility services, such as electricity, gas and cable television.

FUND

An independent fiscal and accounting entity with a self-balancing set of accounts for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations or restrictions. For descriptions of the various funds, listed below, please see heading page for each fund in this document.

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Enterprise Funds

FUND BALANCE

The excess of assets over liabilities and reserves. The term “fund balance” is used in governmental fund types. The term “retained earnings” is used for the enterprise funds.

GENERAL FUND

The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, data processing, park and recreation, public works and general administration.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public projects such as streets, buildings, and utility improvements; the repayment of these bonds is usually made from the General Fund, and these bonds are backed by the full faith and credit of the issuing government.

HOMESTEAD MARKET VALUE EXCLUSION (HMVE)

Starting with taxes payable in 2012, qualifying homeowners will receive a value exclusion, which means that they will pay taxes on only a portion of their home’s value. Only homesteads (defined as owner-occupied homes for tax purposes) qualify for the exclusion. Homesteads valued at less than \$76,000 will have 40 percent of their value excluded; for homesteads valued at more than \$76,000, the exclusion percentage is reduced until it hits 0%.

INTEREST INCOME

Revenue associated with the City cash management activities of investing fund balances.

INTERGOVERNMENTAL REVENUE

Revenue received from other governments in the form of grants or shared revenues.

INTERNAL SERVICE FUND

A fund established to account for an entity, which provides goods and services to other City entities and charges those entities for the goods and services provided.

LEVY LIMITATION

The maximum amount, which is permitted to be levied by a taxing jurisdiction as established by Minnesota Statutes. Levy Limits were in place for 2009, 2010 and 2011 for cities with populations over 2,500.

LICENSE REVENUE

Consists of both a "revenue fee" and "regulatory fee" imposed on business.

LOCAL GOVERNMENT AID

A state government revenue sharing program for cities and townships that is intended to provide an alternative to the property tax. The formulae for distributing the aid payments were changed for 2004 and beyond. Large city formula factors are: pre-1940 housing percentage, population decline over last decade, accidents per capita, average household size, metro or non-metro and adjusted tax capacity per capita. In 2006, a new aid base for small cities was created. Cities under 5,000 in population received base aid equal to \$6 per capita. The 2008 reforms resulted in several other changes and additions to aid base. The formula was revised again in 2013 for aid distributions in 2014 and beyond.

LOCAL TAX RATE

The rate used to compute taxes for each parcel of property. Local tax rate is computed by dividing the certified levy (after reduction for fiscal disparities distribution levy and disparity reduction) by the taxable tax capacity.

MARKET VALUE

An assessor's estimate of what property would be worth on the open market if sold. The market value is set on January 2 of the year before taxes are payable.

MARKET VALUE HOMESTEAD CREDIT (MVHC)

The Market Value Homestead Credit program replaced Homestead and Agricultural Aid, which was repealed in 2002. Beginning with taxes payable in 2002, homesteads became eligible for state paid credit of as much as 0.4 percent of a homestead's market value up to a maximum credit of \$304. Homeowners do not apply for this credit – it was automatically applied and the state reimbursed local governments for the value of the credit. The 2011 Legislature eliminated this credit program.

OPERATING BUDGET

Plans of current expenditures and the proposed means of financing. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of the government are controlled. The operating budget is essential to sound financial management.

OTHER CHARGES

A level of budgetary appropriations which include expenses for outside professional services, advertising, insurance, utility costs, repairs, maintenance and miscellaneous costs.

PERMIT REVENUE

Fees imposed on construction-related activities and for the acquisition of other non-business permits (e.g. dog, bicycle, house-moving, etc.).

PERSONAL SERVICES

A level of budgetary appropriations that include expenses for salaries, wages, and related employee benefits such as the City's share of retirement and insurance.

PROPERTY CLASS

The classification assigned to each parcel of property based on the use of the property. For example, owner-occupied residential property is classified as homestead.

PROPERTY TAX LEVY

The tax imposed by a local unit of government. The tax is established on or around December 28 of the year preceding the year taxpayers will pay the levy.

REVENUE

Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

STRATEGIC POLICY PLANNING

Establishing and prioritizing goals and policy direction. Represents the City's fundamental planning process.

SUPPLIES

A level of budgetary appropriations which include expenses for commodities which are used such as office supplies, operating supplies, repair and maintenance supplies.

TAX CAPACITY and TAX CALCULATIONS

An explanation of tax capacity, tax rates, and a total tax calculation example follows:

Estimated Market Value: The current worth of properties subject to taxation as determined by the county assessor. Each property must be appraised at least once every four years.

Class Rates: The percentage of estimated market value subject to taxation for various types (classes) of property. Residential property, for example, is taxed at a different rate than agricultural, commercial or industrial. These rates are set by state legislation and subject to amendment on an annual basis.

Class Rate Examples:

<u>Classification</u>	<u>Class Rates for 2016</u>
Residential Homestead	First \$500,000 at 1% Amount over \$500,000 at 1.25%
Commercial/Industrial	First \$150,000 at 1.50% Amount over \$150,000 at 2%

Tax Capacity of a Property: The valuation of property based on the estimated market value multiplied by the appropriate class rates as noted above. The property tax for each parcel is based on its tax capacity.

Tax Capacity Rate: The total of all levies (net of other State aid) in a jurisdiction divided by the total tax capacity of that jurisdiction. This factor is multiplied by the tax capacity of an individual property to determine the tax payable in the current year. Lauderdale's payable 2015 tax rate varies by watershed district ranging from 113.605 to 114.137.

Total Tax Capacity: The amount computed by first totaling the tax capacities of all parcels of property within a city. Adjustments for fiscal disparities, tax increment and a portion of the powerline value are made to this total since not tax capacity is available for general tax purposes.

TRUTH IN TAXATION

The “taxation and notification law” that requires local governments to set estimated levies, inform taxpayers about the impacts, and announce which of their regularly scheduled council meetings will include a discussion of the budget and levy. Taxpayer input is taken at that meeting.



CITY OF LAUDERDALE
CAPITAL IMPROVEMENT PLAN
2016-2025

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 DEPARTMENT SUMMARY



DEPARTMENT	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Council Chambers				\$ 20,000							\$ 20,000
City Hall	\$ 13,000		\$ 60,000								\$ 73,000
Public Works	\$ 35,000			\$ 15,000	\$ 40,000	\$ 40,000	\$ 40,000				\$ 130,000
Street Infrastructure	\$ 150,000							\$ 175,000			\$ 325,000
Parks		\$ 8,000									\$ 8,000
Sanitary Sewer	\$ 250,000										\$ 250,000
Storm Water											\$ -
GRAND TOTAL	\$ 448,000	\$ 8,000	\$ 60,000	\$ 20,000	\$ 15,000	\$ 40,000	\$ 40,000	\$ 175,000	\$ -	\$ -	\$ 806,000

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUNDING SOURCE SUMMARY



FUND	TITLE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
202	Communications				\$ 20,000							\$ 20,000
401	Street Improvement	\$ 150,000							\$ 175,000			\$ 325,000
402	General Capital	\$ 48,000		\$ 60,000		\$ 15,000	\$ 40,000	\$ 40,000				\$ 203,000
404	Park Improvement		\$ 8,000									\$ 8,000
601	Sanitary Sewer	\$ 250,000										\$ 250,000
602	Storm Water											\$ -
	GRAND TOTAL	<u>\$ 448,000</u>	<u>\$ 8,000</u>	<u>\$ 60,000</u>	<u>\$ 20,000</u>	<u>\$ 15,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 806,000</u>

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 PROJECT SUMMARY BY YEAR AND FUNDING SOURCE



YEAR	PROJECT	FUND					
		202	401	402	404	601	602
2016	Sealcoating - all City streets		\$ 150,000				
	Eustis Street/Como Avenue Sewer Lining					\$ 250,000	
	City Hall - 3 section kitchen sink			\$ 4,000			
	City Hall - carpet replacement			\$ 9,000			
	1992 John Deere Mower 1445			\$ 35,000			
2017	Tennis Courts Resurfacing				\$ 8,000		
2018	City Hall - replace roof			\$ 60,000			
2019	Council Chambers Technology	\$ 20,000					
2020	Public Works Garage - replace roof			\$ 15,000			
2021	2001 John Deere Tractor 3520			\$ 40,000			
2022	2012 Ford F350 Truck and Plow			\$ 40,000			
2023	Sealcoating - all City street		\$ 175,000				
	TOTALS	\$ 20,000	\$ 325,000	\$ 203,000	\$ 8,000	\$ 250,000	\$ -

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 401 - STREET IMPROVEMENT



PROJECT	YEAR										
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
Sealcoating - all City streets 7 year schedule	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -
TOTALS	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -

Project Name Sealcoating - All City Streets

Type	Infrastructure	Department	Public Works
Useful Life	7 years	Contact	Public Works
Category	Maintenance	Priority	1 High

Description

It is scheduled to sealcoat all the City streets in 2016. This project will designed for construction in the summer months.

Justification

Sealcoating is part of the maintenance plan to extend the life of the bituminous streets within the City.

Funding

Fund 401 - Street Improvement

\$ 150,000

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 402 - GENERAL CAPITAL IMPROVEMENT



PROJECT	YEAR									
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
City Hall - 3 section kitchen sink	\$ 4,000									
City Hall - carpet replacement	\$ 9,000									
1992 John Deere Mower 1445 10 year schedule	\$ 35,000									
City Hall - replace roof 20 year schedule			\$ 60,000							
Public Works Garage - replace roof 25 year schedule					\$ 15,000					
2001 John Deere Tractor 3520 10 year schedule						\$ 40,000				
2012 Ford F350 Truck and Plow 10 year schedule							\$ 40,000			
TOTALS	\$ 48,000	\$ -	\$ 60,000	\$ -	\$ 15,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -

Project Name Eustis Street/Como Avenue Sewer Lining

Type Infrastructure **Department** Sanitary Sewer
Useful Life 50 years **Contact** Public Works
Category Infrastructure **Priority** 1 High

Description

The sanitary sewer mains to be lined would be Eustis Street south of Larpenteur Avenue and Como Avenue from Eustis Avenue to Highway 280. The main runs parallel to Como Avenue; it is not located in the street. This project will be designed for construction in 2016.

Justification

This project would be a continuation of the City's program to line sanitary sewer mains to address inflow and infiltration.

Funding

Metropolitan Council Infrastructure Grant	\$ 62,500
Fund 601 - Sanitary Sewer	\$ 187,500
	<hr/>
Total	\$ 250,000
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The City would need to apply for the grant funding with the anticipation of receiving 25% of the project costs.

CITY OF LAUDERDALE
 CAPITAL IMPROVEMENT PLAN
 FUND 602 - STORM WATER



PROJECT	YEAR									
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025

\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

TOTALS

CITY OF LAUDERDALE
 TECHNOLOGY REPLACEMENT PLAN
 2016 - 2020



Department	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Funding Source(s)
City Administrator	0	1,500	0	0	0	1,500	0	0	0	1,500	Fund 101 - Operating
Assistant City Administrator	0	0	0	1,000	0	0	0	1,000	0	0	Fund 101 - Operating
Deputy City Clerk	0	1,000	0	0	0	1,000	0	0	0	1,000	Fund 101 - Operating
Public Works Coordinator	0	0	1,000	0	0	0	1,000	0	0	0	Fund 101 - Operating
Public Works Maintenance	1,000	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
City Hall Front Counter	1,000	0	0	0	1,000	0	0	0	1,000	0	Fund 101 - Operating
City Hall Printer	0	0	0	350	0	0	0	0	0	0	Fund 101 - Operating
City Hall Copier	0	0	Lease	0	0	0	Lease	0	0	0	Fund 101 - Operating
TOTAL	2,000	2,500	1,000	1,350	2,000	2,500	1,000	1,000	2,000	2,500	

NOTES

Computers are replaced on 4-year schedule.

Printer is replaced on 10-year schedule.

Copier is leased on 4-year schedule.