

**LAUDERDALE CITY COUNCIL MEETING AGENDA**  
**7:30 P.M. TUESDAY, MARCH 8, 2016**  
**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 February 23, 2016 City Council Meeting
  - c. Claims Totaling \$113,969.89
4. **CONSENT**
  - a. Resolution 030816A – Depositing the Excess Unreserved Fund Balance in Capital Improvement Funds
  - b. Resolution 030816B – Authorizing Interfund Loan for Fund 405 Tax Increment Projects
  - c. January Financial Report
  - d. Recreation Agreement with the City of Roseville
  - e. Selection Assessment Services Agreement with Lisa Lynn Consulting
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. Predatory Offender Ordinance
8. **DISCUSSION / ACTION ITEMS**
  - a. Authorize Bidding of 2016 Seal Coating Project
  - b. Authorize Bidding of 2016 Sanitary Sewer Lining Project
9. **ITEMS REMOVED FROM THE CONSENT AGENDA**
10. **ADDITIONAL ITEMS**
11. **SET AGENDA FOR NEXT MEETING**
  - a. Annual Police Report
  - b. Annual Auditor's Financial Report – April 12
  - c. Comcast Cable Franchise Discussion – April 26
  - d. Annual Stormwater Report – April 26

## 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. Fence Ordinance Revisions
- c. Community Development Update

## 13. **ADJOURNMENT**

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

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February 23, 2016

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

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

Staff present: Heather Butkowski, City Administrator and Jim Bownik, Assistant City Administrator.

**Approvals**

Mayor Dains asked for changes to the meeting agenda. There being none, Motion was made by Councilor Gaasch to approve the agenda, seconded by Councilor Grove and carried unanimously.

Councilor Mac Lean moved to approve the City Council meeting minutes of February 9, 2016. Councilor Grove seconded the motion and carried unanimously.

Councilor Mac Lean moved and seconded by Councilor Grove to approve the claims totaling \$26,762.34. Motion carried unanimously.

**Consent**

Mayor Dains asked if any Councilors wished to remove items from the Consent Agenda. There being none, Councilor Mac Lean moved and seconded by Councilor Gaasch to approve the Consent Agenda thereby approving Technology Purchases and 2016 Garbage Haulers Licenses. Motion carried unanimously.

**Discussion / Action Items**

A. Deputy City Clerk-Treasurer Job Description

Mayor Dains noted that Terry Berg is leaving the City with her last full day being February 24, 2016. City Administrator Butkowski reviewed the proposed job description which includes a change in title reflecting the importance of the financial responsibilities. The job description was entirely rewritten with Administrator Butkowski noting the salary range was incorrect.

Motion was made by Councilor Grove and seconded by Councilor Gaasch approve the Deputy City Clerk-Treasurer job description as written. Motion carried unanimously.

B. Terry Berg Employment Agreement

Administrator Butkowski stated that Terry Berg has offered to continue her employment on an as needed basis to assist with transition and the financial management software conversion. Council members expressed appreciation for her work and offer. Motion was made by Councilor Mac Lean and seconded by Councilor Gaasch approving the employment agreement with Terry Berg as presented. Motion carried unanimously on a roll call vote.

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

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February 23, 2016

City administrator noted the next meeting may include Ramsey County Commissioner McGuire, Cor Wilson of the Cable Commission regarding the Comcast Cable Franchise, the Approval of Plans and Specifications for 2016 Public Works Projects, draft Fence Ordinance and draft Sex Offender Residency Restriction Ordinance. City Administrator Butkowski noted the Annual Police Report is scheduled for March 22 and Comprehensive Annual Financial Report presentation on April 12 by Abdo, Eick & Meyers, LLP.

**Work Session**

A. Public Comment

None.

B. Community Events Planning with Park and Community Involvement Committee

Mayor Dains explained that the City Council met with members of the Park and Community Involvement Committee to identify ways to improve community events and encourage participation by new community members. Among the topics discussed were new tools to make recruiting and scheduling volunteers easier, changing the name of the committee to reflect the emphasis on community involvement, and restructuring the events to match the changing needs and desires of the community. Staff will follow up with committee members and share the changes in the upcoming City newsletter.

Councilor Mac Lean left the meeting at 8:39 p.m.

C. Minnesota Commercial Railway Request for Support

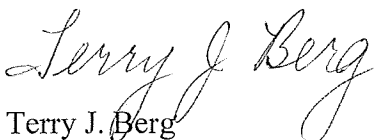
Minnesota Commercial Railway requested a letter of support from the City as they continue their effort to receive forgiveness of a loan received from Minnesota Department of Transportation to repair the bridge over Como Avenue just west of Trunk Highway 280. At the conclusion of the discussion, the City Council did not take action on the request.

D. Community Update

Administrator Butkowski reported that the purchase of 1821 Eustis Street closed. Also, the Rapt Fitness construction site has been burglarized several times.

There being no further business on the council agenda, motion was made by Councilor Grove and seconded by Councilor Gaasch, carried unanimously, to adjourn the meeting at 9:03 p.m.

Respectfully submitted,



Terry J. Berg  
Deputy City Clerk



**CITY OF LAUDERDALE**

**CLAIMS FOR APPROVAL**

**March 8, 2016 City Council Meeting**

Payroll

02/26/16 Payroll: Direct Deposit # 502179-502191	\$10,051.95
02/26/16 Payroll: Payroll Liabilities, E-payments 1080E-1083E	\$7,597.40

Vendor Claims

03/08/16 Claims: Check #'s 23226-23242	\$96,320.54
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**SUBTOTAL \$113,969.89**

**Total Claims for Approval**

**\$113,969.89**

CITY OF LAUDERDALE

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Payments

Current Period: FEBRUARY 2016

Batch Name	Payment	Computer Dollar Amt		Posted	
022616PR					
Refer	5285 ICMA RETIREMENT TRUST - 457		Ck# 001080E 2/26/2016		
Cash Payment	G 101-21705 ICMA RETIREMENT		February 26 2016 Payroll		\$1,476.45
Invoice	102118173 2/26/2016				
Transaction Date	2/26/2016	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$1,476.45
Refer	5286 MN DEPARTMENT OF REVENUE		Ck# 001081E 2/26/2016		
Cash Payment	G 101-21702 STATE WITHHOLDING		February 26 2016 Payroll		\$565.55
Invoice	2/26/2016				
Transaction Date	2/26/2016	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$565.55
Refer	5287 NORTH STAR BANK, CHECKING S		Ck# 001082E 2/26/2016		
Cash Payment	G 101-21701 FEDERAL TAXES		February 26 2016 Payroll		\$1,320.78
Invoice	2/26/2016				
Cash Payment	G 101-21703 FICA WITHHOLDING.		February 26 2016 Payroll		\$2,399.52
Invoice	2/26/2016				
Transaction Date	2/26/2016	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$3,720.30
Refer	5288 PERA		Ck# 001083E 2/26/2016		
Cash Payment	G 101-21704 PERA		February 26 2016 Payroll		\$1,835.10
Invoice	2/26/2016				
Transaction Date	2/26/2016	Due 0	NORTH STAR CHE 10100	<b>Total</b>	\$1,835.10

Fund Summary

	10100 NORTH STAR CHECKING	
101 GENERAL		\$7,597.40
		\$7,597.40

Pre-Written Check	\$7,597.40
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$7,597.40</b>

CITY OF LAUDERDALE

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**\*Check Detail Register©**

MARCH 2016

Check Amt Invoice Comment

**10100 NORTH STAR CHECKING**

Paid Chk#	023226	3/8/2016	8TH DAY LANDSCAPING LLC		
E 101-43000-313	SNOW & ICE REMOVAL		\$645.00	4114	February Snow Removal
<b>Total 8TH DAY LANDSCAPING LLC</b>			\$645.00		
Paid Chk#	023227	3/8/2016	ABDO EICK & MEYERS LLP		
E 101-41500-301	AUDITING		\$11,000.00	359510	Audit Progress Bill
<b>Total ABDO EICK &amp; MEYERS LLP</b>			\$11,000.00		
Paid Chk#	023228	3/8/2016	AFSCME		
G 101-21709	UNION DUES		\$143.40	February	February Union Dues
<b>Total AFSCME</b>			\$143.40		
Paid Chk#	023229	3/8/2016	BE THERE PEST CONTROL		
E 101-43000-327	OTHER SERVICES		\$100.00	31878	Quarterly Pest Service
<b>Total BE THERE PEST CONTROL</b>			\$100.00		
Paid Chk#	023230	3/8/2016	CITY OF ROSEVILLE		
E 101-41200-306	CONSULTING FEES		\$492.33	0221177	February IT Services
E 101-41200-391	TELEPHONE/PAGERS		\$90.84	0221224	February Telephone Services
E 101-41200-307	COMPUTER SERVICES		\$444.79	0221252	2016 Laserfiche Software Maintenance
<b>Total CITY OF ROSEVILLE</b>			\$1,027.96		
Paid Chk#	023231	3/8/2016	CITY OF ST ANTHONY		
E 101-42100-319	POLICE CONTRACT		\$54,418.83	3372	3/16 March Police Contract
<b>Total CITY OF ST ANTHONY</b>			\$54,418.83		
Paid Chk#	023232	3/8/2016	CITY OF WHITE BEAR LAKE		
E 101-43000-327	OTHER SERVICES		\$219.12	10284	Ramsey County 2016 GIS Fees
<b>Total CITY OF WHITE BEAR LAKE</b>			\$219.12		
Paid Chk#	023233	3/8/2016	EUREKA RECYCLING		
E 203-50000-389	RECYCLING CONTRACTOR		\$250.90	15799	Revenue Share Processing Fee
E 203-50000-389	RECYCLING CONTRACTOR		\$2,396.16	15799	February Recycling
<b>Total EUREKA RECYCLING</b>			\$2,647.06		
Paid Chk#	023234	3/8/2016	GOPHER STATE ONE CALL		
E 101-43400-386	GOPHER STATE ONE CALL		\$13.05	6020502	February Locates
<b>Total GOPHER STATE ONE CALL</b>			\$13.05		
Paid Chk#	023235	3/8/2016	HYDRO KLEAN		
E 601-49000-316	SEWER TELEVISIONING		\$3,116.92	54330	Eustis/Como sewer line televising
E 601-49000-316	SEWER TELEVISIONING		\$1,852.50	54331	Eustis / Como sewer line televising
<b>Total HYDRO KLEAN</b>			\$4,969.42		
Paid Chk#	023236	3/8/2016	LEAGUE OF MINNESOTA CITIES		
E 101-41200-308	TRAINING & EDUCATION		\$20.00	233351	Safety & Loss Control Workshop - JB
<b>Total LEAGUE OF MINNESOTA CITIES</b>			\$20.00		

CITY OF LAUDERDALE

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**\*Check Detail Register©**

MARCH 2016

Check Amt Invoice Comment

Paid Chk# 023237	3/8/2016	<b>MET COUNCIL ENVIRONMENTAL SERV</b>			
E 601-49000-387		WATER TREATMENT SERVICE	\$11,602.32	1052995	April Wastewater Treatment
		<b>tal MET COUNCIL ENVIRONMENTAL SERV</b>	<b>\$11,602.32</b>		

Paid Chk# 023238	3/8/2016	<b>MINNESOTA GFOA</b>			
E 101-41200-438		DUES & SUBSCRIPTIONS	\$60.00	6163	Membership Renewal - HB
		<b>Total MINNESOTA GFOA</b>	<b>\$60.00</b>		

Paid Chk# 023239	3/8/2016	<b>RAMSEY COUNTY, PROP REC &amp; REV</b>			
E 101-42100-442		MISCELLANEOUS	\$6.24	EMCOM-0049	Feburary Fleet Support
E 101-42100-318		911 DISPATCH	\$1,177.13	EMCOM-0049	February 911 Dispatch
E 101-42100-318		911 DISPATCH	\$254.03	EMCOM-0050	February 911 Dispatch CAD
E 101-41200-355		PRINTING SERVICES	\$25.00	RISK-001774	March Insurance Premiums
G 101-21706		HEALTH INSURANCE	\$431.78	RISK-001774	March Insurance Premiums
		<b>Total RAMSEY COUNTY, PROP REC &amp; REV</b>	<b>\$1,894.18</b>		

Paid Chk# 023240	3/8/2016	<b>STANTEC</b>			
E 601-49000-304		ENGINEERING	\$78.50	1012657	Annual WCA Report
E 407-48407-304		ENGINEERING	\$3,291.50	1012661	Sewer Lining Project Engineering
E 401-48401-304		ENGINEERING	\$3,367.50	1012662	Seal Coating Project Engineering
		<b>Total STANTEC</b>	<b>\$6,737.50</b>		

Paid Chk# 023241	3/8/2016	<b>SUBURBAN RATE AUTHORITY</b>			
E 101-41100-438		DUES & SUBSCRIPTIONS	\$425.00	2016-1	2016 Membership Assessment
		<b>Total SUBURBAN RATE AUTHORITY</b>	<b>\$425.00</b>		

Paid Chk# 023242	3/8/2016	<b>WASTE MANAGEMENT</b>			
E 101-43000-384		REFUSE DISPOSAL	\$167.11	732914-0500-5	1891 Walnut Street - First Quarter
E 101-43000-384		REFUSE DISPOSAL	\$230.59	7335624-0500-	March Public Works Garbage
		<b>Total WASTE MANAGEMENT</b>	<b>\$397.70</b>		

10100 NORTH STAR CHECKING \$96,320.54

**Fund Summary**

<b><u>10100 NORTH STAR CHECKING</u></b>	
101 GENERAL	\$70,364.24
203 RECYCLING	\$2,647.06
401 CAPITAL IMPROVEMENT STREETS	\$3,367.50
407 SEWER IMPROVEMENT	\$3,291.50
601 SEWER UTILITIES	\$16,650.24
	<hr/>
	\$96,320.54

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                    
Work Session               

Meeting Date            March 8, 2016  
ITEM NUMBER              Fund Balance Res.    
STAFF INITIAL              AS    
APPROVED BY ADMINISTRATOR

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

The 2015 audit has been completed. The City has "excess" funds in the general fund at year end relative to the 2016 operating budget. This is typical; the City generally spends a little less and earns a little more than what is budgeted. Historically, the City Council has transferred this money to capital improvement funds. This has been the primary method the City Council has used to save for future capital projects and purchases. The following resolution would transfer \$36,659 to Fund 402, the General Capital Improvement Fund. Fund 402 supports planned capital purchases such as truck and mower replacements.

**OPTIONS:**

**STAFF RECOMMENDATION:**

Motion to adopt Resolution 030816A - A Resolution Depositing the Excess Unreserved Fund Balance in Capital Improvement Funds.

**COUNCIL ACTION:**

**RESOLUTION NO. 030816A**

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

**A RESOLUTION DEPOSITING THE EXCESS UNRESERVED FUND  
BALANCE IN CAPITAL IMPROVEMENT FUNDS**

**WHEREAS**, the city auditor has completed the 2015 audit; and

**WHEREAS**, due to various cost savings, the City has \$36,659 in excess of the 60% of the next year's operating budget already being retained in the General Fund; and

**WHEREAS**, the City Council historically transferred funds in excess of 60% of the next year's operating budget to capital improvement funds.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Lauderdale, that \$36,659 of the excess unreserved fund balance at the end of 2015 be deposited into the General Capital Improvement Fund (Fund 402).

**ADOPTED** by the City Council of Lauderdale this 8<sup>th</sup> day of March, 2016.

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Jeff Dains, Mayor


ATTEST:

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Heather Butkowski, City Administrator

**LAUDERDALE COUNCIL  
ACTION FORM**

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

Meeting Date	March 8, 2016
ITEM NUMBER	TIF Resolution
STAFF INITIAL	
APPROVED BY ADMINISTRATOR	

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

As you may recall, the Council adopted a resolution recently that transferred money to cover some remaining sidewalk project expenses and then close the TIF Fund. However, the County has not reimbursed the City for its share of the sidewalk construction expenses and those funds need to be deposited into the TIF Fund. As a result, the TIF Fund will have a balance of approximately \$35,000, which can be spent on the sanitary sewer lining project this year. To clear up the issues involved, the following resolution needs to be adopted.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council adopts Resolution 030816B—A Resolution Authorizing Interfund Loan for Fund 405 Tax Increment Projects.

**RESOLUTION 030816B**

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

**RESOLUTION AUTHORIZING INTERFUND LOAN FOR FUND 405  
TAX INCREMENT PROJECTS**

**WHEREAS**, the City Council adopted Resolution 012616A transferring funds from Capital Improvement Streets Fund (401) to Tax Increment Projects (405) with the intention to close the fund; and

**WHEREAS**, the City of Lauderdale and Ramsey County had entered into an agreement for cost sharing on the Larpenteur Avenue Streetscape Improvement Project; and

**WHEREAS**, Ramsey County has not reimbursed the City per the cost sharing agreement so the permanent transfer is not necessary.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAUDERDALE, MINNESOTA THAT:**

Section 1. Resolution 012616A is hereby rescinded whereby the permanent transfer of funds is not necessary.

Section 2. The City hereby authorizes the advance of \$15,284.44 from Capital Improvement Streets Fund (401) as an Interfund Loan. Interest accrues on the principal amount from the date of the advance. The maximum interest rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date of the advance. The interest rate shall be 4% and will not fluctuate.

Section 3. The principal and interest on the Interfund Loan shall be paid upon receipt of the Ramsey County payment for cost share of the Larpenteur Avenue Streetscape Improvement project.

Section 4. The City Administrator is directed to make the Interfund Loan with the Tax Increment Projects Fund (405) will remain active with funds available for qualified costs.

Adopted: March 8, 2016

\_\_\_\_\_  
Jeffrey Dains  
Mayor

ATTEST:

\_\_\_\_\_  
Heather Butkowski  
City Administrator



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                    
Action                         
Resolution                    
Work Session               

Meeting Date            March 8, 2016

ITEM NUMBER            January Financial Report

STAFF INITIAL              HS  

APPROVED BY ADMINISTRATOR

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

Every month I provide the Council with an updated copy of the city's finances. Following are the revenue, expense, and cash balance reports for January 2016.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council acknowledges the city's financial report for January 2016.

**COUNCIL ACTION:**

CITY OF LAUDERDALE

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Cash Balances

Current Period: JANUARY 2016

FUND Descr	Account	MTD Debit	MTD Credit	Current Balance
<b>CASH</b>				
GENERAL	G 101-10100	\$17,064.43	\$98,533.01	-\$2,256,651.71
COMMUNITY EVENTS	G 201-10100	\$0.57	\$66.26	\$11,132.03
COMMUNICATIONS	G 202-10100	\$5,158.94	\$2,082.07	\$1,892.30
RECYCLING	G 203-10100	\$550.01	\$4,573.22	\$104,271.30
CAPITAL IMPROVEMENT STREETS	G 401-10100	\$164.97	\$238.87	\$589,470.68
CAPITAL IMPROVEMENTS	G 402-10100	\$4.11	\$20.79	\$80,040.35
CAPITAL IMPROVE STORM WATER	G 403-10100	\$9.37	\$77.47	\$182,280.08
PARK IMPROVEMENT	G 404-10100	\$14.20	\$117.40	\$276,248.44
SEWER IMPROVEMENT	G 407-10100	\$32.93	\$257.36	\$640,619.31
DEVELOPMENT	G 414-10100	\$6.43	\$1,046.18	\$125,196.71
SEWER UTILITIES	G 601-10100	\$17,186.70	\$17,055.86	\$341,107.46
STORM SEWER ENTERPRISE FUND	G 602-10100	\$7,592.13	\$4,306.66	\$122,949.43
<b>Total CASH</b>		\$47,784.79	\$128,375.15	\$218,556.38
<b>PETTY CASH</b>				
GENERAL	G 101-10200	\$0.00	\$0.00	\$400.00
<b>Total PETTY CASH</b>		\$0.00	\$0.00	\$400.00
<b>INVESTMENTS</b>				
GENERAL	G 101-10400	\$163.61	\$55.14	\$2,964,777.24
<b>Total INVESTMENTS</b>		\$163.61	\$55.14	\$2,964,777.24
<b>Grand Total</b>		\$47,948.40	\$128,430.29	\$3,183,733.62

## CITY OF LAUDERDALE

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## \*Revenue Guideline©

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Current Period: JANUARY 2016

		2016	2016	JANUARY	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
GENERAL						
Active	R 101-31010 CURRENT AD VALORE	\$560,404.00	-\$0.01	(\$0.01)	\$560,404.01	0.00%
Active	R 101-31020 DELINQUENT AD VALO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-31030 FORFEITED TAX SALE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-31040 FISCAL DISPARITIES	\$116,157.00	\$0.00	\$0.00	\$116,157.00	0.00%
Active	R 101-31055 EXCESS TAX INCREME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-31910 PENALTIES AND INTER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32000 LICENSE AND PERMIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-32110 3.2 ALCOHOL LICENSE	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
Active	R 101-32120 CIGARETTE LICENSE	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	R 101-32130 GARBAGE HAULERS LI	\$1,400.00	\$375.00	\$375.00	\$1,025.00	26.79%
Active	R 101-32140 HEATING/AC LICENSE	\$600.00	\$150.00	\$150.00	\$450.00	25.00%
Active	R 101-32150 TREE COMPANIES LIC	\$400.00	\$100.00	\$100.00	\$300.00	25.00%
Active	R 101-32180 RENTAL HOUSING LIC	\$6,000.00	\$214.00	\$214.00	\$5,786.00	3.57%
Active	R 101-32210 BUILDING PERMITS	\$13,500.00	\$894.30	\$894.30	\$12,605.70	6.62%
Active	R 101-32211 ZONING PERMIT APPLI	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-32225 PLAN REVIEW FEE	\$3,500.00	\$208.81	\$208.81	\$3,291.19	5.97%
Active	R 101-32230 PLUMBING PERMITS	\$2,000.00	\$1,432.00	\$1,432.00	\$568.00	71.60%
Active	R 101-32240 ANIMAL LICENSES	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
Active	R 101-32270 HEATING A/C PERMIT	\$1,500.00	\$143.00	\$143.00	\$1,357.00	9.53%
Active	R 101-32280 STREET EXCAVATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33401 LOCAL GOVERNMENT	\$537,502.00	\$0.00	\$0.00	\$537,502.00	0.00%
Active	R 101-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33405 PERA RATE INCREASE	\$1,198.00	\$0.00	\$0.00	\$1,198.00	0.00%
Active	R 101-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33623 MET COUNCIL - LIV CO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-33624 LIVABLE COMMUNITIE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34101 CITY HALL/PARK RENT	\$7,500.00	\$870.00	\$870.00	\$6,630.00	11.60%
Active	R 101-34103 ADMINISTRATIVE FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34105 SALE OF PUBLICATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34107 ASSESSMENT SEARCH	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34109 COPIES	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
Active	R 101-34111 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34112 CONDITIONAL USE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34113 ZONING AMENDMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34114 ADVERTISING SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34115 GENERAL GOVERNME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34116 ENGINEERING FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34201 FALSE SECURITY ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34202 FALSE FIRE ALARM - FI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-34203 FIRE INSPECTION FEE	\$600.00	\$70.00	\$70.00	\$530.00	11.67%
Active	R 101-34205 FIRE CALL REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-35101 COURT FINES	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
Active	R 101-35104 OTHER FINES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36101 SPECIAL ASSESSMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36103 TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36211 INVESTMENT INTERES	\$2,100.00	-\$331.32	(\$331.32)	\$2,431.32	-15.78%
Active	R 101-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36231 DOG PARK DONATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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		2016	2016	JANUARY	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 101-36240 SURCHARGES	\$500.00	\$47.47	\$47.47	\$452.53	9.49%
Active	R 101-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-36252 LMC INSURANCE REFU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
In-Active	R 101-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39101 SALES CAPITAL ASSET	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total GENERAL</b>	<b>\$1,301,611.00</b>	<b>\$4,173.25</b>	<b>\$4,173.25</b>	<b>\$1,297,437.75</b>	<b>0.32%</b>
<b>COMMUNITY EVENTS</b>						
Active	R 201-34785 PARK EVENTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34786 WINTER EVENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34787 GARAGE SALE	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
Active	R 201-34788 DAY IN THE PARK	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 201-34789 MUSIC UNDER THE TR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34790 MUGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34791 POP SALES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34792 MERCHANDISE SALES	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	R 201-34793 FUN RUN/WALK	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	R 201-34794 NATIONAL NIGHT OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-34795 HALLOWEEN DONATIO	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 201-36211 INVESTMENT INTERES	\$25.00	-\$4.19	(\$4.19)	\$29.19	-16.76%
Active	R 201-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total COMMUNITY EVENTS</b>	<b>\$3,600.00</b>	<b>-\$4.19</b>	<b>-\$4.19</b>	<b>\$3,604.19</b>	<b>-0.12%</b>
<b>COMMUNICATIONS</b>						
Active	R 202-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36211 INVESTMENT INTERES	\$25.00	\$0.60	\$0.60	\$24.40	2.40%
Active	R 202-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 202-36253 CABLE FRANCHISE RE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 202-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total COMMUNICATIONS</b>	<b>\$20,025.00</b>	<b>\$0.60</b>	<b>\$0.60</b>	<b>\$20,024.40</b>	<b>0.00%</b>
<b>RECYCLING</b>						
Active	R 203-33621 METROPOLITAN COUN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-33622 COUNTY GRANTS	\$5,977.00	\$0.00	\$0.00	\$5,977.00	0.00%
Active	R 203-36100 SPECIAL ASSESMENT	\$35,000.00	-\$0.55	(\$0.55)	\$35,000.55	0.00%
Active	R 203-36101 SPECIAL ASSESMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36102 PENALTIES & INTERES	\$0.00	\$0.20	\$0.20	-\$0.20	0.00%
Active	R 203-36211 INVESTMENT INTERES	\$400.00	-\$40.65	(\$40.65)	\$440.65	-10.16%
Active	R 203-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 203-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total RECYCLING</b>	<b>\$41,377.00</b>	<b>-\$41.00</b>	<b>-\$41.00</b>	<b>\$41,418.00</b>	<b>-0.10%</b>
<b>TAX INCREMENT DEBT SERVICE</b>						
Active	R 301-31040 FISCAL DISPARITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31050 TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-31051 DELINQUENT TAX INC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33402 HOMESTEAD CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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		2016 YTD Budget	2016 YTD Amt	JANUARY MTD Amt	2016 YTD Balance	% of YTD Budget
Active	R 301-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39205 TRANS FROM TIF PRO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 301-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TAX INCREMENT DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>00 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 302-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 302-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 00 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 303-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 303-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 02 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL IMP DEBT SERVICE</b>						
Active	R 304-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 304-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 03 ST/UTIL IMP DEBT SERVICE</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CAPITAL IMPROVEMENT STREETS</b>						
Active	R 401-33431 SMALL CITIES ASSIST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36200 MISCELLANEOUS REV	\$0.00	\$134.67	\$134.67	-\$134.67	0.00%
Active	R 401-36211 INVESTMENT INTERES	\$2,000.00	-\$208.57	(\$208.57)	\$2,208.57	-10.43%
Active	R 401-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL IMPROVEMENT STREETS</b>		\$2,000.00	-\$73.90	-\$73.90	\$2,073.90	-3.70%
<b>CAPITAL IMPROVEMENTS</b>						
Active	R 402-36211 INVESTMENT INTERES	\$0.00	-\$16.68	(\$16.68)	\$16.68	0.00%
Active	R 402-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39101 SALES CAPITAL ASSET	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 402-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CAPITAL IMPROVEMENTS</b>		\$0.00	-\$16.68	-\$16.68	\$16.68	0.00%
<b>CAPITAL IMPROVE STORM WATER</b>						
Active	R 403-36211 INVESTMENT INTERES	\$0.00	-\$68.10	(\$68.10)	\$68.10	0.00%
Active	R 403-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-37300 STORM SEWER FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 403-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Active	R 403-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total CAPITAL IMPROVE STORM WATER</b>	\$0.00	-\$68.10	-\$68.10	\$68.10	0.00%
<b>PARK IMPROVEMENT</b>						
Active	R 404-33130 CDBG/DNR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-33400 STATE GRANTS AND AI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36211 INVESTMENT INTERES	\$1,000.00	-\$103.20	(\$103.20)	\$1,103.20	-10.32%
Active	R 404-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39201 TRANFER FROM GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39204 TRANS FROM COMMU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 404-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total PARK IMPROVEMENT</b>	\$1,000.00	-\$103.20	-\$103.20	\$1,103.20	-10.32%
<b>TIF-PROJECTS</b>						
Active	R 405-31050 TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-31051 DELINQUENT TAX INC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-33406 MARKET VAL HOM CR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-33419 LARPENTEUR AVE REI	\$0.00	-\$49,742.00	(\$49,742.00)	\$49,742.00	0.00%
Active	R 405-36210 INTEREST EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39207 TRANS FROM DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 405-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total TIF-PROJECTS</b>	\$0.00	-\$49,742.00	-\$49,742.00	\$49,742.00	0.00%
<b>SEWER IMPROVEMENT</b>						
Active	R 407-36200 MISCELLANEOUS REV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-36211 INVESTMENT INTERES	\$1,500.00	-\$224.43	(\$224.43)	\$1,724.43	-14.96%
Active	R 407-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-39200 INTERFUND OPERATIN	\$285,000.00	\$0.00	\$0.00	\$285,000.00	0.00%
	<b>Total SEWER IMPROVEMENT</b>	\$286,500.00	-\$224.43	-\$224.43	\$286,724.43	-0.08%
<b>WATER UTILITY</b>						
Active	R 409-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 409-36251 ST PAUL WATER SURC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total WATER UTILITY</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>02 ST/UTIL CONSTRUCTION</b>						
Active	R 412-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total 02 ST/UTIL CONSTRUCTION</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>03 ST/UTIL CONSTRUCTION</b>						
Active	R 413-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-33600 GRANTS & AID FROM L	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36211 INVESTMENT INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 413-39310 GENERAL OBLIGATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total 03 ST/UTIL CONSTRUCTION</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DEVELOPMENT</b>						
Active	R 414-36211 INVESTMENT INTERES	\$0.00	-\$39.75	(\$39.75)	\$39.75	0.00%
Active	R 414-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 414-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Active	R 414-39200 INTERFUND OPERATIN	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
	<b>Total DEVELOPMENT</b>	\$38,000.00	-\$39.75	-\$39.75	\$38,039.75	-0.10%
<b>SEWER UTILITIES</b>						
Active	R 601-33000 INTERGOVERNMENTA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36101 SPECIAL ASSESMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36102 PENALTIES & INTERES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36104 SEWER ASSESSMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36211 INVESTMENT INTERES	\$1,800.00	-\$142.21	(\$142.21)	\$1,942.21	-7.90%
Active	R 601-36230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36250 REFUNDS & REIMBUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36255 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37210 SEWER SALES AND SE	\$261,282.00	\$17,169.17	\$17,169.17	\$244,112.83	6.57%
Active	R 601-37215 DELINQUENT SEWER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37230 PENALTIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-37240 SEWER CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39101 SALES CAPITAL ASSET	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39202 CONTRIB FROM ENTE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total SEWER UTILITIES</b>	\$263,082.00	\$17,026.96	\$17,026.96	\$246,055.04	6.47%
<b>STORM SEWER ENTERPRISE FUND</b>						
Active	R 602-36211 INVESTMENT INTERES	\$400.00	-\$44.51	(\$44.51)	\$444.51	-11.13%
Active	R 602-37300 STORM SEWER FEE	\$80,000.00	\$7,585.81	\$7,585.81	\$72,414.19	9.48%
Active	R 602-39200 INTERFUND OPERATIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total STORM SEWER ENTERPRISE FUND</b>	\$80,400.00	\$7,541.30	\$7,541.30	\$72,858.70	9.38%
<b>GASB34</b>						
Active	R 999-31010 CURRENT AD VALORE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-36100 SPECIAL ASSESMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39101 SALES CAPITAL ASSET	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39202 CONTRIB FROM ENTE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 999-39999 PRIOR PERIOD ADJUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total GASB34</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Report Total</b>	\$2,037,595.00	-\$21,571.14	-\$21,571.14	\$2,059,166.14	-1.06%

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Current Period: JANUARY 2016

		2016	2016	JANUARY	Enc	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>GENERAL</b>							
Active	E 101-41100-103 PART TIME EMP	\$16,500.00	\$1,375.00	\$1,375.00	\$0.00	\$15,125.00	8.33%
Active	E 101-41100-122 FICA/MC CONTR	\$1,262.00	\$105.21	\$105.21	\$0.00	\$1,156.79	8.34%
Active	E 101-41100-151 WORKERS CO	\$41.00	\$0.00	\$0.00	\$0.00	\$41.00	0.00%
Active	E 101-41100-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-308 TRAINING & ED	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-41100-331 TRAVEL EXPEN	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41100-352 PUBLIC INFORM	\$800.00	-\$166.27	(\$166.27)	\$0.00	\$966.27	-20.78%
Active	E 101-41100-361 GENERAL LIABI	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	0.00%
Active	E 101-41100-438 DUES & SUBSC	\$3,750.00	\$0.00	\$0.00	\$0.00	\$3,750.00	0.00%
Active	E 101-41100-439 SPECIAL EVENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-440 MEETING EXPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-101 FULL TIME EMP	\$121,029.00	\$8,935.40	\$8,935.40	\$0.00	\$112,093.60	7.38%
Active	E 101-41200-102 OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-104 TEMPORARY E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-121 PERA CONTRIB	\$9,077.00	\$670.16	\$670.16	\$0.00	\$8,406.84	7.38%
Active	E 101-41200-122 FICA/MC CONTR	\$9,259.00	\$683.56	\$683.56	\$0.00	\$8,575.44	7.38%
Active	E 101-41200-126 ICMA RETIREME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-131 HEALTH INSURA	\$18,240.00	\$1,440.02	\$1,440.02	\$0.00	\$16,799.98	7.89%
Active	E 101-41200-142 UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-151 WORKERS CO	\$963.00	\$0.00	\$0.00	\$0.00	\$963.00	0.00%
Active	E 101-41200-201 GENERAL SUPP	\$1,800.00	\$53.52	\$53.52	\$0.00	\$1,746.48	2.97%
Active	E 101-41200-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-203 POSTAGE	\$3,000.00	\$1,774.00	\$1,774.00	\$0.00	\$1,226.00	59.13%
Active	E 101-41200-208 WATER DELIVE	\$450.00	\$23.96	\$23.96	\$0.00	\$426.04	5.32%
Active	E 101-41200-227 TOOLS & EQUIP	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41200-306 CONSULTING F	\$6,920.00	\$0.00	\$0.00	\$0.00	\$6,920.00	0.00%
Active	E 101-41200-307 COMPUTER SE	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-41200-308 TRAINING & ED	\$2,500.00	\$280.00	\$280.00	\$0.00	\$2,220.00	11.20%
Active	E 101-41200-309 DELIVERY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-327 OTHER SERVIC	\$400.00	\$79.23	\$79.23	\$0.00	\$320.77	19.81%
Active	E 101-41200-331 TRAVEL EXPEN	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
Active	E 101-41200-352 PUBLIC INFORM	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
Active	E 101-41200-353 NEWSLETTER P	\$2,800.00	\$633.05	\$633.05	\$0.00	\$2,166.95	22.61%
Active	E 101-41200-355 PRINTING SERV	\$300.00	\$25.00	\$25.00	\$0.00	\$275.00	8.33%
Active	E 101-41200-361 GENERAL LIABI	\$5,800.00	\$0.00	\$0.00	\$0.00	\$5,800.00	0.00%
Active	E 101-41200-391 TELEPHONE/PA	\$1,250.00	\$51.06	\$51.06	\$0.00	\$1,198.94	4.08%
Active	E 101-41200-401 COPIER CONTR	\$3,000.00	\$148.82	\$148.82	\$0.00	\$2,851.18	4.96%
Active	E 101-41200-404 COMPUTER RE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-409 OTHER EQUIPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-438 DUES & SUBSC	\$3,400.00	\$1,357.00	\$1,357.00	\$0.00	\$2,043.00	39.91%
Active	E 101-41200-439 SPECIAL EVENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-440 MEETING EXPE	\$100.00	\$5.49	\$5.49	\$0.00	\$94.51	5.49%
Active	E 101-41200-442 MISCELLANEOU	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41200-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-531 OFFICE EQUIPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-534 OFFICE FURNIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41200-538 COMPUTER SO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-101 FULL TIME EMP	\$10,553.00	\$767.42	\$767.42	\$0.00	\$9,785.58	7.27%



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		2016	2016	JANUARY	Enc	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-41500-103 PART TIME EMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-104 TEMPORARY E	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-41500-121 PERA CONTRIB	\$791.00	\$57.56	\$57.56	\$0.00	\$733.44	7.28%
Active	E 101-41500-122 FICA/MC CONTR	\$807.00	\$58.70	\$58.70	\$0.00	\$748.30	7.27%
Active	E 101-41500-131 HEALTH INSURA	\$1,710.00	\$135.00	\$135.00	\$0.00	\$1,575.00	7.89%
Active	E 101-41500-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-151 WORKERS CO	\$101.00	\$0.00	\$0.00	\$0.00	\$101.00	0.00%
Active	E 101-41500-201 GENERAL SUPP	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-41500-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-300 LEGAL FEES - P	\$11,100.00	\$0.00	\$0.00	\$0.00	\$11,100.00	0.00%
Active	E 101-41500-301 AUDITING	\$14,500.00	\$2,500.00	\$2,500.00	\$0.00	\$12,000.00	17.24%
Active	E 101-41500-305 LEGAL FEES - C	\$11,000.00	-\$8,919.63	(\$8,919.63)	\$0.00	\$19,919.63	-81.09%
Active	E 101-41500-327 OTHER SERVIC	\$568.00	\$0.00	\$0.00	\$0.00	\$568.00	0.00%
Active	E 101-41500-331 TRAVEL EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-352 PUBLIC INFORM	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-41500-355 PRINTING SERV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-409 OTHER EQUIPM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-440 MEETING EXPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-442 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41500-539 VOTING MACHI	\$1,650.00	\$0.00	\$0.00	\$0.00	\$1,650.00	0.00%
Active	E 101-42100-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-318 911 DISPATCH	\$17,174.00	\$0.00	\$0.00	\$0.00	\$17,174.00	0.00%
Active	E 101-42100-319 POLICE CONTR	\$653,061.00	\$54,418.83	\$54,418.83	\$0.00	\$598,642.17	8.33%
Active	E 101-42100-320 FIRE CONTRAC	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0.00%
Active	E 101-42100-321 FIRE CALLS	\$16,000.00	\$0.00	\$0.00	\$0.00	\$16,000.00	0.00%
Active	E 101-42100-322 FIRE FALSE ALA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-323 FIRE INSPECTIO	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-42100-355 PRINTING SERV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-360 INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-391 TELEPHONE/PA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-442 MISCELLANEOU	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	0.00%
Active	E 101-42100-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-101 FULL TIME EMP	\$30,415.00	\$2,406.87	\$2,406.87	\$0.00	\$28,008.13	7.91%
Active	E 101-43000-102 OVERTIME	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-43000-104 TEMPORARY E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-121 PERA CONTRIB	\$2,506.00	\$180.52	\$180.52	\$0.00	\$2,325.48	7.20%
Active	E 101-43000-122 FICA/MC CONTR	\$2,556.00	\$212.04	\$212.04	\$0.00	\$2,343.96	8.30%
Active	E 101-43000-131 HEALTH INSURA	\$5,700.00	\$426.90	\$426.90	\$0.00	\$5,273.10	7.49%
Active	E 101-43000-151 WORKERS CO	\$1,537.00	\$0.00	\$0.00	\$0.00	\$1,537.00	0.00%
Active	E 101-43000-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-212 MOTOR FUELS	\$3,300.00	-\$174.65	(\$174.65)	\$0.00	\$3,474.65	-5.29%
Active	E 101-43000-213 LUBRICANTS &	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-225 LANDSCAPING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-226 SIGNS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-227 TOOLS & EQUIP	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43000-228 REPAIR SUPPLI	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-43000-304 ENGINEERING	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43000-308 TRAINING & ED	\$0.00	\$70.00	\$70.00	\$0.00	-\$70.00	0.00%
Active	E 101-43000-313 SNOW & ICE RE	\$19,000.00	-\$2,848.55	(\$2,848.55)	\$0.00	\$21,848.55	-14.99%
Active	E 101-43000-314 STREET SWEEP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-317 TREE SERVICE	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%

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		2016	2016	JANUARY	Enc	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-43000-324 ALLEY REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-327 OTHER SERVIC	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-43000-328 STREET REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-333 CLEANING CON	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43000-380 STREET LIGHTI	\$7,000.00	\$588.47	\$588.47	\$0.00	\$6,411.53	8.41%
Active	E 101-43000-381 ELECTRIC UTILI	\$3,200.00	\$290.54	\$290.54	\$0.00	\$2,909.46	9.08%
Active	E 101-43000-382 WATER UTILITIE	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-43000-383 GAS UTILITIES	\$3,500.00	\$313.15	\$313.15	\$0.00	\$3,186.85	8.95%
Active	E 101-43000-384 REFUSE DISPO	\$3,200.00	\$234.87	\$234.87	\$0.00	\$2,965.13	7.34%
Active	E 101-43000-391 TELEPHONE/PA	\$500.00	\$32.59	\$32.59	\$0.00	\$467.41	6.52%
Active	E 101-43000-402 CITY TRUCK RE	\$2,000.00	\$873.20	\$873.20	\$0.00	\$1,126.80	43.66%
Active	E 101-43000-426 MACHINERY RE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43000-442 MISCELLANEOU	\$100.00	\$32.00	\$32.00	\$0.00	\$68.00	32.00%
Active	E 101-43000-530 FURNITURE & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-101 FULL TIME EMP	\$39,463.00	\$2,916.00	\$2,916.00	\$0.00	\$36,547.00	7.39%
Active	E 101-43400-104 TEMPORARY E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-121 PERA CONTRIB	\$2,960.00	\$218.68	\$218.68	\$0.00	\$2,741.32	7.39%
Active	E 101-43400-122 FICA/MC CONTR	\$3,019.00	\$232.66	\$232.66	\$0.00	\$2,786.34	7.71%
Active	E 101-43400-126 ICMA RETIREME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-131 HEALTH INSURA	\$6,840.00	\$482.25	\$482.25	\$0.00	\$6,357.75	7.05%
Active	E 101-43400-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-151 WORKERS CO	\$1,481.00	\$0.00	\$0.00	\$0.00	\$1,481.00	0.00%
Active	E 101-43400-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-203 POSTAGE	\$300.00	\$49.00	\$49.00	\$0.00	\$251.00	16.33%
Active	E 101-43400-306 CONSULTING F	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	E 101-43400-308 TRAINING & ED	\$1,000.00	\$550.00	\$550.00	\$0.00	\$450.00	55.00%
Active	E 101-43400-310 PLUMBING INSP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-311 HEATING INSPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-312 BUILDING INSPE	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-43400-327 OTHER SERVIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-331 TRAVEL EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-355 PRINTING SERV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-386 GOPHER STATE	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-43400-388 SAC UNIT CHAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-437 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43400-442 MISCELLANEOU	\$50.00	\$25.00	\$25.00	\$0.00	\$25.00	50.00%
Active	E 101-43400-443 SURCHARGE R	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-101 FULL TIME EMP	\$39,775.00	\$3,147.68	\$3,147.68	\$0.00	\$36,627.32	7.91%
Active	E 101-45200-103 PART TIME EMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-104 TEMPORARY E	\$6,000.00	\$1,727.50	\$1,727.50	\$0.00	\$4,272.50	28.79%
Active	E 101-45200-121 PERA CONTRIB	\$3,351.00	\$236.10	\$236.10	\$0.00	\$3,114.90	7.05%
Active	E 101-45200-122 FICA/MC CONTR	\$3,877.00	\$399.69	\$399.69	\$0.00	\$3,477.31	10.31%
Active	E 101-45200-131 HEALTH INSURA	\$8,550.00	\$651.90	\$651.90	\$0.00	\$7,898.10	7.62%
Active	E 101-45200-133 LIFE INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-142 UNEMPLOYMEN	\$0.00	-\$45.78	(\$45.78)	\$0.00	\$45.78	0.00%
Active	E 101-45200-151 WORKERS CO	\$1,350.00	\$45.78	\$45.78	\$0.00	\$1,304.22	3.39%
Active	E 101-45200-201 GENERAL SUPP	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-45200-202 PERMANENT SU	\$200.00	\$70.50	\$70.50	\$0.00	\$129.50	35.25%
Active	E 101-45200-212 MOTOR FUELS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-225 LANDSCAPING	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45200-228 REPAIR SUPPLI	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%

**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

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Current Period: JANUARY 2016

		2016	2016	JANUARY	Enc	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 101-45200-317 TREE SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-370 PARK & RECRE	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
Active	E 101-45200-371 NON-RESIDENT	\$1,700.00	-\$107.00	(\$107.00)	\$0.00	\$1,807.00	-6.29%
Active	E 101-45200-381 ELECTRIC UTILI	\$500.00	\$5.41	\$5.41	\$0.00	\$494.59	1.08%
Active	E 101-45200-382 WATER UTILITIE	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-45200-383 GAS UTILITIES	\$700.00	\$48.32	\$48.32	\$0.00	\$651.68	6.90%
Active	E 101-45200-384 REFUSE DISPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-391 TELEPHONE/PA	\$50.00	\$27.64	\$27.64	\$0.00	\$22.36	55.28%
Active	E 101-45200-403 TRACTOR/MOW	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45200-412 WARMING HOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-427 PORTA POTTY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45200-442 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-540 MACHINERY & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-444 CONTINGENCY	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	E 101-45300-710 OPERATING TR	\$38,000.00	\$0.00	\$0.00	\$0.00	\$38,000.00	0.00%
Active	E 101-45400-710 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-721 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-731 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-732 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-733 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-734 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-741 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-742 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-743 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-744 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-745 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-747 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45400-749 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48100-306 CONSULTING F	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 101-48100-442 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48411-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-306 CONSULTING F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-442 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-550 OTHER IMPROV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-48412-555 LARPENTEUR A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total GENERAL</b>	<b>\$1,301,611.00</b>	<b>\$79,811.37</b>	<b>\$79,811.37</b>	<b>\$0.00</b>	<b>\$1,221,799.63</b>	<b>6.13%</b>
<b>COMMUNITY EVENTS</b>							
Active	E 201-45600-201 GENERAL SUPP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-202 PERMANENT SU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-327 OTHER SERVIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-352 PUBLIC INFORM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-368 FUN RUN/WALK	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 201-45600-369 MUSIC UNDER T	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 201-45600-372 MUGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-373 T-SHIRTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-374 POP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-375 WINTER EVENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 201-45600-376 GARAGE SALE	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	0.00%
Active	E 201-45600-377 DAY IN THE PAR	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0.00%
Active	E 201-45600-378 NATIONAL NIGH	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
Active	E 201-45600-379 HALLOWEEN EV	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%









**CITY OF LAUDERDALE**  
**\*Expenditure Guideline©**

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Current Period: JANUARY 2016

		2016	2016	JANUARY	Enc	2016	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 602-49100-301 AUDITING	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	0.00%
Active	E 602-49100-304 ENGINEERING	\$3,000.00	\$74.00	\$74.00	\$0.00	\$2,926.00	2.47%
Active	E 602-49100-308 TRAINING & ED	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 602-49100-314 STREET SWEEP	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
Active	E 602-49100-327 OTHER SERVIC	\$3,500.00	\$4.16	\$4.16	\$0.00	\$3,495.84	0.12%
Active	E 602-49100-352 PUBLIC INFORM	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 602-49100-361 GENERAL LIABI	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00	0.00%
Active	E 602-49100-391 TELEPHONE/PA	\$300.00	\$16.30	\$16.30	\$0.00	\$283.70	5.43%
Active	E 602-49100-402 CITY TRUCK RE	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 602-49100-425 CLOTHING	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
Active	E 602-49100-438 DUES & SUBSC	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 602-49100-442 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-444 CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-501 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-540 MACHINERY & E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-554 CATCH BASIN R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49100-710 OPERATING TR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total STORM SEWER ENTERPRISE FUND</b>		<b>\$78,584.00</b>	<b>-\$965.57</b>	<b>-\$965.57</b>	<b>\$0.00</b>	<b>\$79,549.57</b>	<b>-1.23%</b>
<b>GASB34</b>							
Active	E 999-41000-100 WAGES AND SA	\$0.00	-\$23,718.66	(\$23,718.66)	\$0.00	\$23,718.66	0.00%
Active	E 999-41000-129 PENSION EXPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-41000-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-41000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-100 WAGES AND SA	\$0.00	-\$10,636.69	(\$10,636.69)	\$0.00	\$10,636.69	0.00%
Active	E 999-43000-129 PENSION EXPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-499 LOSS ON DISPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-43000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-100 WAGES AND SA	\$0.00	-\$5,335.97	(\$5,335.97)	\$0.00	\$5,335.97	0.00%
Active	E 999-45000-129 PENSION EXPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-45000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-601 BOND PRINCIPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-47000-611 BOND INTERES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49000-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 999-49500-100 WAGES AND SA	\$0.00	-\$2,084.51	(\$2,084.51)	\$0.00	\$2,084.51	0.00%
Active	E 999-50000-100 WAGES AND SA	\$0.00	-\$3,542.51	(\$3,542.51)	\$0.00	\$3,542.51	0.00%
<b>Total GASB34</b>		<b>\$0.00</b>	<b>-\$45,318.34</b>	<b>-\$45,318.34</b>	<b>\$0.00</b>	<b>\$45,318.34</b>	<b>0.00%</b>
<b>Report Total</b>		<b>\$2,436,519.00</b>	<b>\$78,061.16</b>	<b>\$78,061.16</b>	<b>\$0.00</b>	<b>\$2,358,457.84</b>	<b>3.20%</b>



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                   
Action                        
Resolution                   
Work Session              

Meeting Date                      March 8, 2016

ITEM NUMBER                      Recreation Agreement

STAFF INITIAL                      

APPROVED BY ADMINISTRATOR

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

Roseville no longer plans to offer recreation programs in Lauderdale. The enrollment in the programs has been declining over the past couple of years and Roseville has improved facilities at their parks they plan to use. They still will provide the Puppet Wagon at a cost of about \$100 per week and at Day in the Park. They also will continue to offer Lauderdale residents recreation programming at the Roseville resident rate and seek reimbursement from the City.

Due to these changes, it no longer seems necessary to update the agreement annually. The agreement as presented provides for ongoing puppet wagon programming and the reimbursement arrangement until such time as a city opts out.

**OPTIONS:**

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council approves the Recreation Agreement with the City of Roseville as presented.

**COUNCIL ACTION:**

**City of Roseville  
City of Lauderdale**

**Recreation Agreement**

THIS AGREEMENT is effective April 1, 2016, by and between the City of Lauderdale, 1891 Walnut Street ~ Lauderdale, MN 55113, and the City of Roseville, 2660 Civic Center Drive ~ Roseville, Minnesota 55113. The City of Roseville agrees to provide recreation program services within the City of Lauderdale.

The City of Lauderdale and the City of Roseville agree to the following obligations:

**1. The City of Roseville agrees to:**

- Provide recreation programs and experiences to Lauderdale residents for the same fee as paid by Roseville residents.
- Provide Puppet Wagon or similar summer recreation programs at Lauderdale Community Park.

**2. The City of Lauderdale agrees to:**

- Provide maintained program locations at Lauderdale Community Park.
- Compensate the City of Roseville as agreed upon and outlined below.

***Payment***

1. The City of Lauderdale agrees to pay the City of Roseville the difference between resident and non-resident fees for all recreation program registrations made by Lauderdale residents (excluding facility rentals). Payment for programs shall be made no later than 30 days after receipt of invoice from Roseville.
2. The City of Lauderdale agrees to pay the City of Roseville for Puppet Wagon Performances or similar recreation programs at Lauderdale Community Park based upon the City of Roseville's going rate for staff and supplies. Payment for programming shall be made no later than 35 days after receipt of invoice from Roseville.

***Liability***

Roseville shall defend and indemnify Lauderdale and its employees, officers, volunteers and agents for any claims against Lauderdale arising from Roseville's performance or failure to perform its duties under this Agreement.

Lauderdale shall defend and indemnify Roseville and its employees, officers, volunteers and agents for any claims against Roseville arising from Lauderdale's performance or failure to perform its duties under this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and the other party, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for the parties may not be added together to determine the maximum amount of liability for any party.

Employees of Roseville and Lauderdale shall remain employees of their respective cities regardless of where services are provided under this Agreement. Each party shall be responsible for injuries

to or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing services pursuant to this Agreement. Each party waives the right to sue the other party for any workers' compensation benefits paid to its own employees or their dependants, even if the injuries were caused wholly or partially by the negligence of the other party.

***Termination of Agreement***

Either the City of Lauderdale or Roseville may terminate the Agreement by submitting a written 30-day notification to terminate to the City Administrator of Lauderdale or the City Manager of Roseville. Termination will be 30-days from submission of the termination letter or at a mutually agreed upon date.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**City of Roseville**

By: \_\_\_\_\_

Title: Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: City Manager

Date: \_\_\_\_\_

**City of Lauderdale**

By: \_\_\_\_\_

Title: Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: City Administrator/Clerk

Date: \_\_\_\_\_



**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

Consent              X    
Public Hearing                
Discussion                   
Action                        
Resolution                   
Work Session              

Meeting Date    March 8, 2016

ITEM NUMBER    Staffing—Deputy Clerk

STAFF INITIAL              



APPROVED BY ADMINISTRATOR

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

During the last round of hiring, Lisa Lynn provided selection assessment services. This gave us more in depth information than could ever be achieved through interviews alone. Staff propose doing this again once we are down to the final two or three candidates for Deputy Clerk—Treasurer.

The cost for the three assessments noted in the proposal is \$350 per candidate.

**STAFF RECOMMENDATION:**

By approving the consent agenda, the Council approves hiring Lisa Lynn of Lisa Lynn Consulting to provide selection assessment services per the attached agreement.



**Proposal For:**

**Selection Assessment Services**



**Submitted by and reply to:**

**Lisa M. Lynn, MA, LP  
Lisa Lynn Consulting**

## Lisa Lynn Consulting

March 3, 2016

Heather Butkowski  
City Administrator  
City of Lauderdale

Dear Ms. Butkowski,

Attached is a drafted selection assessment proposal for your consideration. Please let me know if you have any questions or would like to proceed further with a discussion of specific needs.

Sincerely,

*Lisa Lynn*

Lisa M. Lynn, MA, LP

Address: Mrs. Lisa Lynn, MA, LP  
Lisa Lynn Consulting  
8400 Normandale Lake Blvd., Suite 920  
Bloomington, MN 55437

Telephone: 612-619-6315  
Office Fax: 952-955-6095

Email: [lisa@lisalynnconsulting.com](mailto:lisa@lisalynnconsulting.com)

### **Municipal References For Selection Assessment:**

Mr. Jamie Verbrugge, City Manager, City of Bloomington

Mrs. Kristi Luger, City Manager, City of Excelsior

Chief Dan Meyer, Carver Fire Department

Mr. Frank Boyles, City Manager, City of Prior Lake

Mr. Bart Fisher, City Administrator, City of Oakdale

Mr. Matt Stemwedel, City Manager, City of Coon Rapids



# Lisa Lynn Consulting

March 3, 2016

Heather Butkowski  
City Administrator  
City of Lauderdale

Dear Ms. Butkowski,

## **INTRODUCTION:**

Hiring the right candidates for key positions is often critical for organizational success. When selecting key leadership staff, ensuring the chosen candidates have the best technical and professional fit is one method an organization can employ to ensure the right hires has been made, as well as organizational success and internal and external customer satisfaction levels remain high. Mrs. Lisa Lynn of Lisa Lynn Consulting, a company with significant successful experience in the selection and hiring process, proposes to assist the City of Lauderdale to help identify the best candidates for key positions.

## **SUGGESTED PROCESS:**

1. Agree to, sign and email/fax a copy of this proposal to Lisa Lynn Consulting.
2. Mrs. Lynn will email a Department Needs Questionnaire to Heather Butkowski to complete.
3. Mrs. Lynn will be provided with a list of candidate names, email and phone contact information to begin the assessment process.
4. Mrs. Lynn will facilitate the assessment process before the candidates take part in the interview process.

The assessments often used in the selection process which yield useful information are:

### ➤ **Myers-Briggs Type Indicator (Type II Form Q)**

The MBTI Step II Form Q is a highly developed assessment tool, which can assist in understanding an individual's personality. Twenty facets are measured by the MBTI Form Q, which can predict behavior and success in four important components of executive development and success: communication, change management, decision making, and conflict management. The MBTI takes approximately 10 minutes to complete. This assessment can be completed on-line.

### ➤ **The Bar-On Emotional Quotient Inventory**

The Emotional Quotient Inventory (EQ-i™) is the first scientifically developed and validated measure of emotional intelligence. Emotional intelligence reflects one's ability to deal with daily environment challenges and helps predict one's success in life, including professional and personal pursuits. Specifically, this assessment measures five scales: General Mood, Intrapersonal Scales, Interpersonal Scales, Adaptability Scales, and Stress Management Scales.

This assessment can indicate how much energy a new candidates comes to the job with which can be transferred to learning energy, self-confidence, learning agility, adapting to a new environment, etc. This assessment takes approximately 10 minutes to complete. This assessment can be completed on-line.



➤ **Work Style Questionnaire**

The customized Questionnaire is a document that contains preference questions regarding desired culture, professional values, communication, leadership, professional relationships, vision, motivation, and self-prescribed competency strengths and weaknesses as well as additional specific information related to success for a particular position. The customized Questionnaire takes approximately 1 hour to complete depending upon the needed detail of response. This assessment can be completed on-line.

Mrs. Lynn can add any assessments to this process that will help identify key candidate traits in the process of matching candidates to the organizational culture and position responsibilities.

5. Mrs. Lynn will interview the candidates via telephone to learn more about them and verify assessment information.
6. Mrs. Lynn will prepare a Summary Report for each candidate and email that to Heather Butkowski for review within 24 hours of the interview process. Mrs. Lynn will be available for discussion about the Summary Reports if desired.
7. Once a decision has been made, Mrs. Lynn will send a Summary Assessment Report to each candidate for their information.
8. If desired, once hired, Mrs. Lynn can provide a coaching session to the new hire(s) to discuss the assessment results in detail and provide early coaching if needed.

**STATEMENT OF QUALIFICATIONS AND RELEVANT FIRM EXPERIENCE:**

Mrs. Lynn, MA, LP is a consulting psychologist with over 27 years of experience providing assessment and selection services, coaching and development services, mediation services, training and speaking services in both public and private organizations.

**TIMELINE AND FEES:**

This initiative can be completed upon signing this Letter of Agreement and faxing a copy to Lisa Lynn Consulting. The investment for providing selection assessment services for candidates is \$350.00 / candidate for all of the steps listed above.

**Respectfully submitted,**

**Mrs. Lisa Lynn**  
Mrs. Lisa M. Lynn, MA, LP  
Lisa Lynn Consulting

Date: March 3, 2016

**Accepted by,**

\_\_\_\_\_  
Ms. Heather Butkowski, City Administrator

Date: \_\_\_\_\_



## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date March 8, 2016

ITEM NUMBER Predatory Offenders Ord.

STAFF INITIAL HS

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

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

The Council previously discussed whether to adopt a predatory offender ordinance. The ordinance would limit where level three sex offenders can live within Lauderdale. The restrictions would be around areas where people, especially children, congregate such as parks and day care centers.

Staff prepared a draft ordinance that mirrors what other cities are adopting. The one aspect cities tweak is how far from parks, day care centers, and schools predatory offenders are restricted from living. The ordinance as presented sets the distance at 1,000 feet. That distance does not eliminate housing options for sex offenders within the City. The City's licensed day care centers further restrict the areas where offenders could live but those restriction areas will change as daycare centers come and go.

The City attorney has reviewed the draft and it is ready for adoption during the meeting. Staff placed it under "Public Hearing" on the agenda so the Council can receive feedback prior to deciding how to proceed. The Council may also choose to amend it prior to adoption or have staff work on it further.

### STAFF RECOMMENDATION:

**CITY OF LAUDERDALE  
ORDINANCE NO. 16-01**

**An Ordinance Adding Title 5, Chapter 11 to the  
Code of Ordinances Regarding Predatory Offenders**

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

SECTION 1. Creating Chapter 11 Predatory Offenders under Title 5 Police Regulations.

SECTIONS:

- 5-11-1: Findings and Intent
- 5-11-2: Definitions
- 5-11-3: Prohibited Location of Residence
- 5-11-4: Exceptions
- 5-11-5: Penalties

5-11-1: FINDINGS AND INTENT

Repeat predatory offenders present an extreme threat to public safety. Predatory offenders are likely to use physical violence and to repeat their offenses, and most predatory offenders commit many offenses, have many more victims than are ever reported, and are prosecuted for only a fraction of their crimes. This makes the cost of predatory offender victimization to society at large, while incalculable, unmistakably steep.

It is the intent of this chapter to serve the city's compelling interest to promote, protect, and improve the health, safety, and general welfare of Lauderdale citizens by creating areas around locations where children are known to regularly congregate in concentrated numbers wherein certain predatory offenders are prohibited from establishing temporary or permanent residence.

5-11-2: DEFINITIONS

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them, except where the context clearly indicates a different meaning:

**DESIGNATED PREDATORY OFFENDER:** means any person who has been categorized as a Level III predatory offender under Minnesota Statutes Section 244.052, a successor statute, or a similar statute from another state in which that person's risk assessment indicates a high risk of re-offense.

**PERMANENT RESIDENCE:** means a place where a person abides, lodges, or resides for 14 or more consecutive days.

TEMPORARY RESIDENCE: means a place where a person abides, lodges, or resides for a period of 14 or more days in the aggregate during any calendar year and which is not the person's permanent address, or a place where the person routinely abides, lodges, or resides for a period of four or more consecutive or non-consecutive days in any month and which is not the person's permanent residence.

SCHOOL: means a public or nonpublic elementary or secondary school.

LICENSED CHILD CARE CENTER: means a group child care center currently licensed by Ramsey County or the State of Minnesota.

PUBLIC PLAYGROUND: means a city-owned, improved park or other outdoor area designed, equipped, and set aside primarily for children's play.

#### 5-11-3: PROHIBITED LOCATION OF RESIDENCE

A. It is unlawful for any designated predatory offender to establish a permanent or temporary residence within 2,000 feet of any school, licensed child-care facility, public playground, or any other place where children are commonly known to regularly congregate.

B. Measurement of Distance. For purposes of determining the minimum distance separation required by this chapter, the requirement shall be measured by following a straight line from the outer property line of the permanent or temporary residence of the designated predatory offender to the nearest outer property line of the school, licensed child-care facility, public playground, or any other place where children are commonly known to regularly congregate.

#### 5-11-4: EXCEPTIONS

A designated predatory offender residing within a prohibited area as described in 5-11-3 does not commit a violation of this chapter if any of the following apply:

A. The person established the permanent residence or temporary residence and reported and registered the residence pursuant to Minnesota Statutes Sections 243.166 and 243.167 or a successor statute, prior to March 15, 2016;

B. The person was a minor when they committed the offense and they were convicted as an adult;

C. The person is a minor;

D. The school, licensed child care center, or public playground within 2,000 feet of the person's permanent residence was opened after the person established the permanent residence or temporary residence and reported and registered the residence pursuant to Minnesota Statutes Sections 243.166 and 243.167, or a successor statute;

E. The residence is also the primary residence of the person's parents, grandparents, siblings, or spouse; or

F. The residence is a property purchased, leased, or contracted with and licensed by the Minnesota department of corrections prior to March 15, 2016.

5-11-5: PENALTIES

Any person who violates this chapter shall be guilty of a misdemeanor. Each day that a person maintains a permanent or temporary residence in violation of this Code shall constitute a separate offense.

SECTION 2. This ordinance shall be effective upon its adoption and publication.

Adopted by the Lauderdale City Council this 8<sup>th</sup> day of March, 2016.

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Jeffrey Dains, Mayor

ATTEST:

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Heather Butkowski, City Administrator

Published in the Roseville Review the 15<sup>th</sup> day of March, 2016.

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date March 8, 2016  
ITEM NUMBER Seal Coating Project  
STAFF INITIAL   
APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

In January, the Council authorized the city engineer to prepare specifications for this summer's seal coating project. Those specifications are attached along with the anticipated cost of the project. Staff asked the city engineer to bid as alternates seal coating the parking lot at City Hall and the lots in Community Park in addition to the alleys.

The city engineer is looking for approval to let the plans and authorize bidding of the project.

**STAFF RECOMMENDATION:**

Motion to approve letting of the plans and authorizing bidding of the 2016 seal coating project.

**PRELIMINARY COST ESTIMATE  
2016 SEAL COAT IMPROVEMENTS**

March 3, 2016  
193803446

2016 SEAL COAT IMPROVEMENTS					PROJECT TOTAL
ITEM NO.	BASE BID - STREETS	UNIT	QNTY	UNIT PRICE	
1	MOBILIZATION	LS	1	\$1,500.00	\$1,500.00
2	TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00
3	BITUMINOUS MATERIAL FOR SEAL COAT	GAL	18500	\$3.80	\$70,300.00
4	ROUTE AND SEAL	LB	11000	\$2.25	\$24,750.00
5	SEAL COAT AGGREGATE	TN	900	\$50.00	\$45,000.00
6	PATCH BITUMINOUS PAVEMENT	SY	350	\$50.00	\$17,500.00
7	REMOVE AND REPLACE CATCH BASIN ADJUSTMENT RINGS	EA	12	\$2,000.00	\$24,000.00
<b>TOTAL ESTIMATED CONSTRUCTION COST - BASE BID</b>					<b>\$186,050.00</b>
<b>ALTERNATE NO. 1 - PARKING LOTS</b>					
1	MOBILIZATION	LS	1	\$1,500.00	\$1,000.00
2	TRAFFIC CONTROL	LS	1	\$500.00	\$500.00
3	BITUMINOUS MATERIAL FOR SEAL COAT	GAL	1300	\$5.00	\$6,500.00
4	ROUTE AND SEAL	LB	180	\$2.50	\$450.00
5	SEAL COAT AGGREGATE	TN	60	\$55.00	\$3,300.00
<b>TOTAL ESTIMATED CONSTRUCTION COST - ALTERNATE NO. 1</b>					<b>\$11,750.00</b>
<b>ALTERNATE NO. 2 - ALLEYS</b>					
1	MOBILIZATION	LS	1	\$2,000.00	\$2,000.00
2	TRAFFIC CONTROL	LS	1	\$1,000.00	\$1,000.00
3	BITUMINOUS MATERIAL FOR SEAL COAT	GAL	5100	\$3.80	\$19,380.00
4	ROUTE AND SEAL	LB	2300	\$2.25	\$5,175.00
5	SEAL COAT AGGREGATE	TN	240	\$50.00	\$12,000.00
<b>TOTAL ESTIMATED CONSTRUCTION COST - ALTERNATE NO. 2</b>					<b>\$39,555.00</b>
<b>TOTAL ESTIMATED CONSTRUCTION COST - BASE BID + ALTERNATES</b>					<b>\$237,355.00</b>
INDIRECT COSTS					\$20,000.00
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$257,355.00</b>



CITY OF LAUDERDALE  
2016 LAUDERDALE SEAL COAT PROJECT  
STANTEC PROJECT NO. 193803446

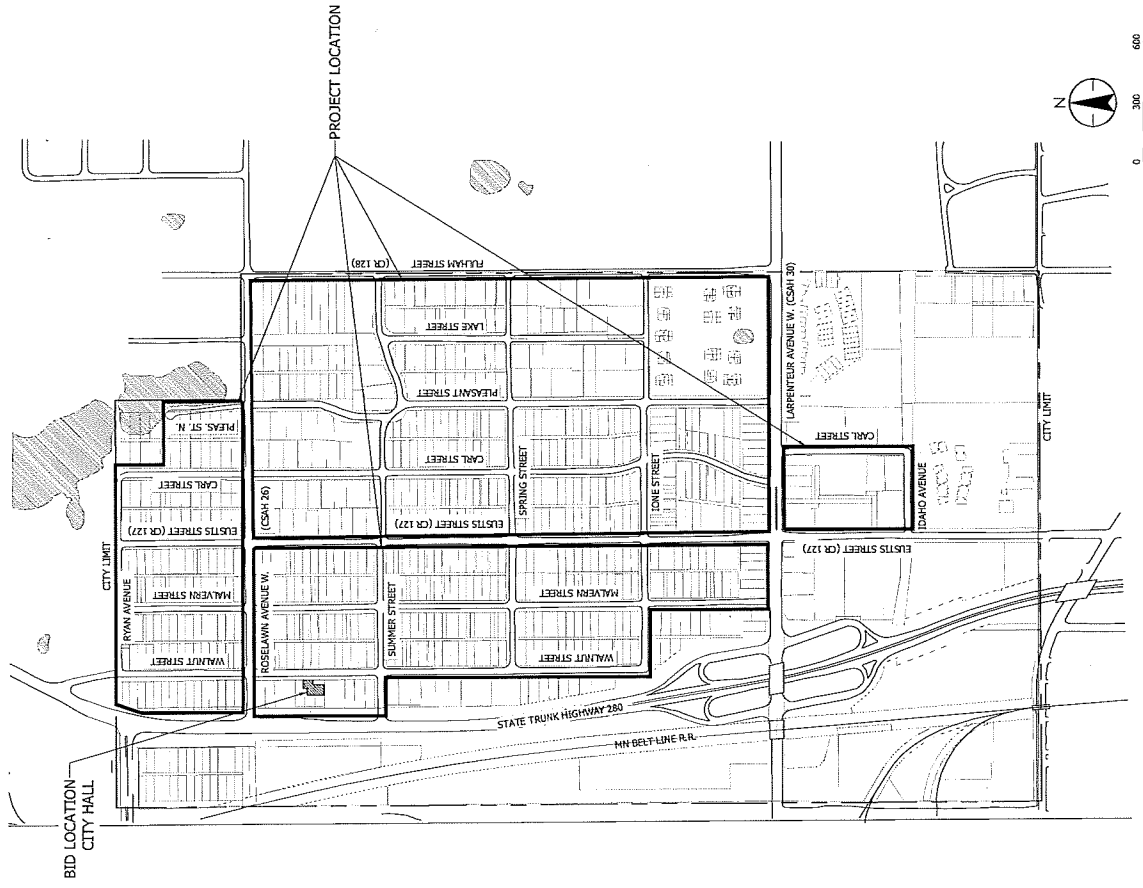
2016 CITY OFFICIALS  
COUNCIL

JEFFREY DAINS	MAYOR
DENISE HAWKINSON	COUNCILMEMBER
LARA MAC LEAN	COUNCILMEMBER
MARY GAASCH	COUNCILMEMBER
ROXANE GROVE	COUNCILMEMBER
HEATHER BUTKOWSKI	ADMINISTRATOR

SHEET INDEX

G0.01	TITLE SHEET
G0.02	GENERAL NOTES
G0.03	TYPICAL SECTIONS AND STANDARD DETAILS
G0.04	SEAL COAT PLAN

4 - SHEETS TOTAL



NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF STANTEC. THIS DRAWING IS THE PROPERTY OF STANTEC AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON.

**EXISTING TOPOGRAPHIC SYMBOLS**

STORM SEWER APRON	PEDestal CONTROL POINT
BASKETBALL POST	BACKSIGHT CONTROL POINT
BARBICIDE PERMANENT	GPS CONTROL POINT
BENCH	JUDICIAL LAND MONUMENT
BOOSTER STATION	MONUMENT COMPUTED
BUILDING LOWEST OPENING	MONUMENT IRON FOUND
BURIAL CONTROL MONUMENT	MONUMENT IRON SET
BUSH DECIDUOUS	RESECTED POINT
CATCH BASIN BEHAVE	ROW MONUMENT
CATCH BOX	ROW MARKER POST
CATCH BASIN	SECTION CORNER
COLUMN	TRANSVERSE CORNER
CONTROL BOX SIGNAL	TRAVELER CONTROL POINT
CLEAN OUT (SEWER)	BENCH MARK LOCATION
CONVERT END	ROW MONUMENT
DRINKING FOUNTAIN	ROW MARKER POST
ENERGY DISSIPATER	SECTION CORNER
FLAG POLE	TRANSVERSE CORNER
FUEL PUMP	TRAVELER CONTROL POINT
GUY WIRE	BENCH MARK LOCATION
GRILL	ROW MONUMENT
HANDICAP SPACE	ROW MARKER POST
HANDHOLE	SECTION CORNER
FIRE HYDRANT	TRANSVERSE CORNER
HYDRANT PIVANT MARKER (REFLECTOR)	TRAVELER CONTROL POINT
HYDRANT VALVE	BENCH MARK LOCATION
INLET (SMALL DIA)	ROW MONUMENT
LIFT STATION CONTROL PANEL	ROW MARKER POST
LIFT STATION DRY WELL	SECTION CORNER
LIFT STATION WET WELL	TRANSVERSE CORNER
LIGHT YARD	TRAVELER CONTROL POINT
LOOP DETECTOR	BENCH MARK LOCATION
MAIL BOX	ROW MONUMENT
MAIL RELAY BOX	ROW MARKER POST
MANHOLE-AIR RELEASE	SECTION CORNER
MANHOLE-HEAT	TRANSVERSE CORNER
MANHOLE-GAS	TRAVELER CONTROL POINT
MANHOLE-POWER	BENCH MARK LOCATION
MANHOLE-SANITARY SEWER	ROW MONUMENT
MANHOLE-STORM SEWER	ROW MARKER POST
MANHOLE-COMMUNICATIONS	SECTION CORNER
MANHOLE-UNKNOWN	TRANSVERSE CORNER
MANHOLE-WATER	TRAVELER CONTROL POINT
METER POWER	BENCH MARK LOCATION
METER GAS	ROW MONUMENT
ORDINARY HIGH WATER MARK	ROW MARKER POST
OUTLET CONTROL STRUCTURE	SECTION CORNER
PARKING METER	TRANSVERSE CORNER
PEDESTRIAN PUSH BUTTON	TRAVELER CONTROL POINT
PEDESTRIAN POWER	BENCH MARK LOCATION

**EXISTING PRIVATE UTILITY LINES**

CABLE TV QUALITY LEVEL D	CABLE TV QUALITY LEVEL A
CABLE TV QUALITY LEVEL C	CABLE TV QUALITY LEVEL B
FIBER OPTIC QUALITY LEVEL D	FIBER OPTIC QUALITY LEVEL A
FIBER OPTIC QUALITY LEVEL C	FIBER OPTIC QUALITY LEVEL B
POWER QUALITY LEVEL D	POWER QUALITY LEVEL A
POWER QUALITY LEVEL C	POWER QUALITY LEVEL B
POWER QUALITY LEVEL B	POWER QUALITY LEVEL A
GAS QUALITY LEVEL D	GAS QUALITY LEVEL A
GAS QUALITY LEVEL C	GAS QUALITY LEVEL B
GAS QUALITY LEVEL B	GAS QUALITY LEVEL A
COMMUNICATION QUALITY LEVEL D	COMMUNICATION QUALITY LEVEL A
COMMUNICATION QUALITY LEVEL C	COMMUNICATION QUALITY LEVEL B
COMMUNICATION QUALITY LEVEL B	COMMUNICATION QUALITY LEVEL A
OVERHEAD POWER	OVERHEAD POWER
OVERHEAD COMMUNICATION	OVERHEAD COMMUNICATION

**PROPOSED TOPOGRAPHIC SYMBOLS**

BOLLARD	SANITARY CLEANOUT
MANHOLE	SANITARY OR STORM LIFT STATION
STORM SEWER BEHIND CATCH BASIN	STORM SEWER BEHIND CATCH BASIN
STORM SEWER CATCH BASIN	STORM SEWER CATCH BASIN
STORM SEWER FLARED END SECTION	STORM SEWER OUTLET STRUCTURE
STORM SEWER OVERFLOW STRUCTURE	STORM SEWER OVERFLOW STRUCTURE
CURB BOX	FIRE HYDRANT
FIRE HYDRANT	WATER REDUCER
VALVE	VALVE
RIP RAP	DRAINAGE FLOW
DRAINAGE FLOW	PEDESTRIAN RAMP
PEDESTRIAN RAMP	

**EXISTING UTILITY LINES**

FORCE MAIN	SANITARY SEWER
SANITARY SEWER	SANITARY SERVICE
STORM SEWER	STORM SEWER DRAIN TILE
STORM SEWER	STORM SEWER
WATER MAIN	WATER SERVICE
PIPE CASING	PIPE CASING

**PROPOSED UTILITY LINES**

FORCE MAIN	SANITARY SEWER
SANITARY SEWER	SANITARY SERVICE
STORM SEWER	STORM SEWER DRAIN TILE
STORM SEWER	STORM SEWER
WATER MAIN	WATER SERVICE
PIPE CASING	PIPE CASING

**FUTURE UTILITY LINES**

FORCE MAIN	SANITARY SEWER
SANITARY SEWER	SANITARY SERVICE
STORM SEWER	STORM SEWER DRAIN TILE
STORM SEWER	STORM SEWER
WATER MAIN	WATER SERVICE
PIPE CASING	PIPE CASING

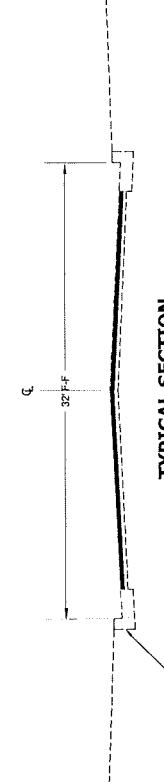
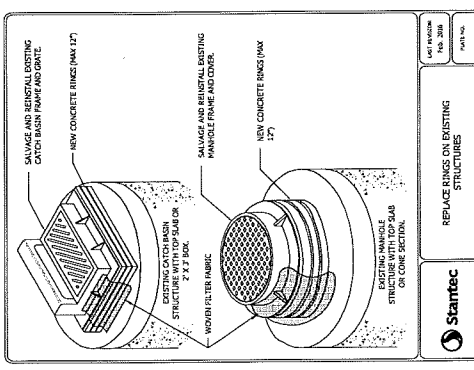
**CONCRETE CURB AND GUTTER**

EXISTING	PROPOSED	FUTURE	DEMOLITION
SAND	HEAVY DUTY BITUMINOUS	BITUMINOUS	CONCRETE
BEDECK	GRAVEL	CONCRETE	GRAVEL

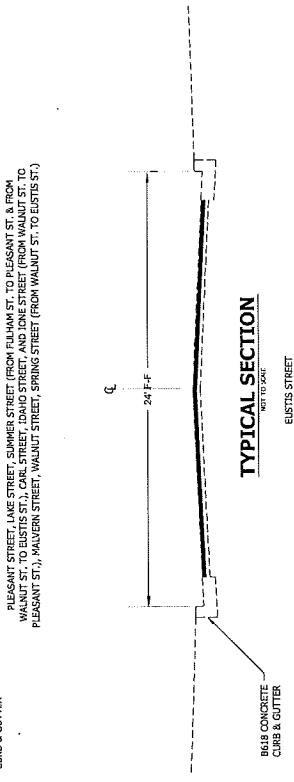
NO.	REVISION	DATE

DRAWN BY: JLI  
CHECKED BY: LVL  
DESIGNED BY: LVL  
APPROVED BY: LVL  
PROJECT NO.: 10-10-1-200  
SHEET NO.: 10-10-1-200

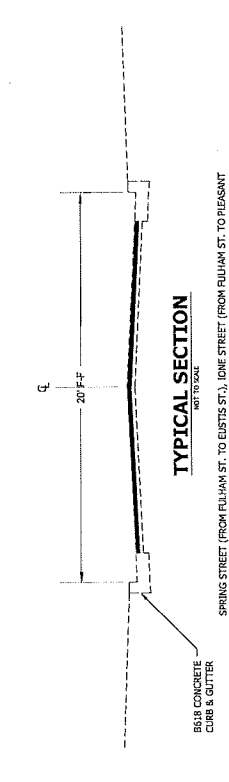
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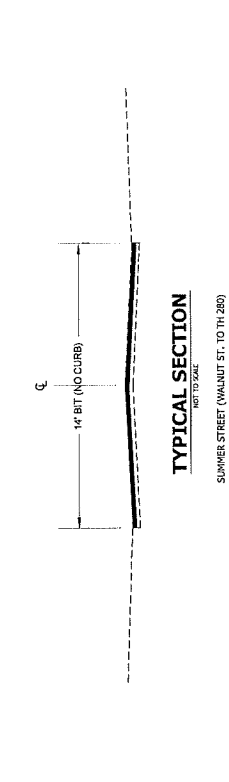
TYPICAL SECTION (NOT TO SCALE)



TYPICAL SECTION (NOT TO SCALE)



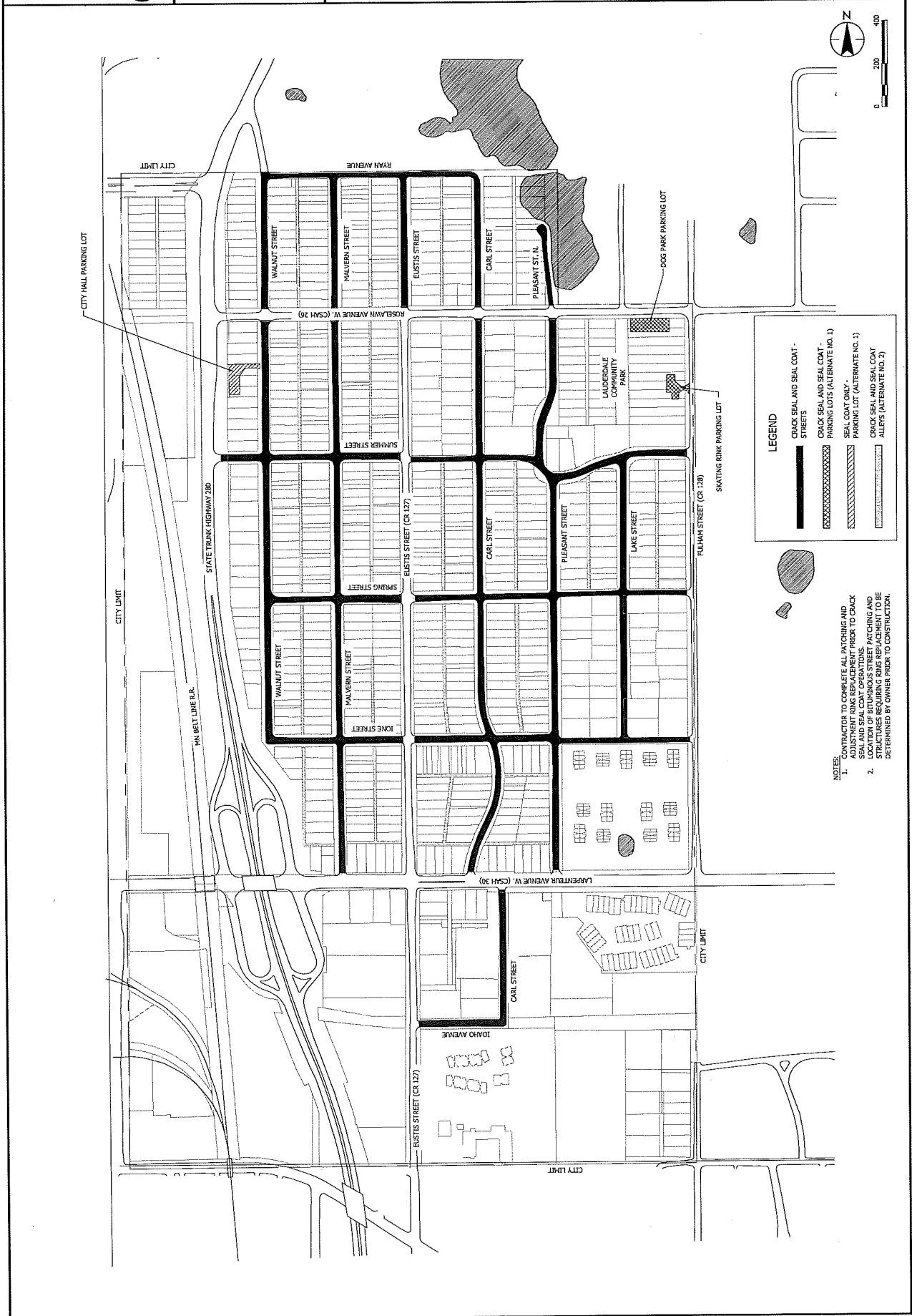
TYPICAL SECTION (NOT TO SCALE)



TYPICAL SECTION (NOT TO SCALE)

NOTE: TYPICAL SECTIONS ARE APPROXIMATE. ACTUAL DIMENSIONS MAY VARY IN THE FIELD.

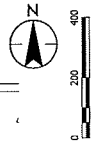
- GENERAL NOTES:
- CONTRACTOR REQUIRED TO KEEP AGGREGATE AND OTHER DEBRIS OUT OF ALL STRUCTURES. EXISTING UTILITIES AND OTHER AGGREGATE OBJECTS IN STRUCTURE, CONTRACTOR SHALL VERIFY LOCATION AND DEPTH PRIOR TO CONSTRUCTION. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING AND LOCATING ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION.
  - ALL REPLACEMENT OF ADJUSTMENT RINGS AND BITUMINOUS AND CURB PATCHING MUST BE COMPLETED WITHIN 3-WEEK CONSTRUCTION WINDOW. SEE PROJECT MANUAL FOR COMPLETION DATES.
  - EXACT LOCATION AND QUANTITY OF STRUCTURES THAT REQUIRE REPLACEMENT OF ADJUSTMENT RINGS AND CURB PATCHING TO BE COMPLETED PRIOR TO CONSTRUCTION.
  - STREET PATCHING MUST MATCH EXISTING STREET SECTION.



**LEGEND**

- CRACK SEAL AND SEAL COAT - STREETS
- CRACK SEAL AND SEAL COAT - PARKING LOTS (ALTERNATE NO. 1)
- SEAL COAT ONLY - PARKING LOT (ALTERNATE NO. 1)
- CRACK SEAL AND SEAL COAT - ALLEYS (ALTERNATE NO. 2)

- NOTES:**
- CONTRACTOR TO COMPLETE ALL PATCHING AND REPAIRS PRIOR TO CRACK SEAL AND SEAL COAT OPERATIONS.
  - LOCATION OF BITUMINOUS STREET PATCHING AND STRUCTURES REQUIRING RING REPLACEMENT TO BE DETERMINED BY OWNER PRIOR TO CONSTRUCTION.



## LAUDERDALE COUNCIL ACTION FORM

### Action Requested

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

Meeting Date	March 8 , 2016
ITEM NUMBER	<u>Sewer Lining Project</u>
STAFF INITIAL	<u>HS</u>
APPROVED BY ADMINISTRATOR	

### DESCRIPTION OF ISSUE AND PAST COUNCIL ACTION:

In January, the Council authorized the city engineer to prepare specifications for this summer's sanitary sewer lining project. To create the specifications, the lines were recently cleaned and televised to identify any potential trouble spots. A few areas were found that need extra attention including a protruding tap that will need to be cut out and an offset joint. Those project's specifications are attached along with the anticipated cost of the project.

### STAFF RECOMMENDATION:

Motion to approve letting of the plans and authorize bidding of the 2016 sanitary sewer lining project.

**PRELIMINARY COST ESTIMATE  
2016 SANITARY SEWER LINING IMPROVEMENTS**

March 4, 2016  
193803445

2016 SANITARY SEWER LINING IMPROVEMENTS					PROJECT TOTAL
ITEM NO.	ITEM DISCRIPTION	UNIT	QNTY	UNIT PRICE	
1	MOBILIZATION	LS	1	\$10,000	\$10,000
2	TRAFFIC CONTROL	LS	1	\$5,000	\$5,000
3	SEWER REHABILITATION WITH CIPP, 8"	LF	2165	\$25	\$54,125
4	SERVICE LATERAL REPAIR BY CHEMICAL GROUT	EA	5	\$500	\$2,500
5	OFFSET PIPE REMOVAL	LS	1	\$4,000	\$4,000
6	REMOVE PROTRUDING SEWER SERVICES	EA	3	\$750	\$2,250
7	REMOVE AND INSTALL SANITARY SEWER CASTING AND RINGS	EA	24	\$2,000	\$48,000
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>					<b>\$125,875.00</b>
INDIRECT COSTS					\$20,000.00
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$145,875.00</b>

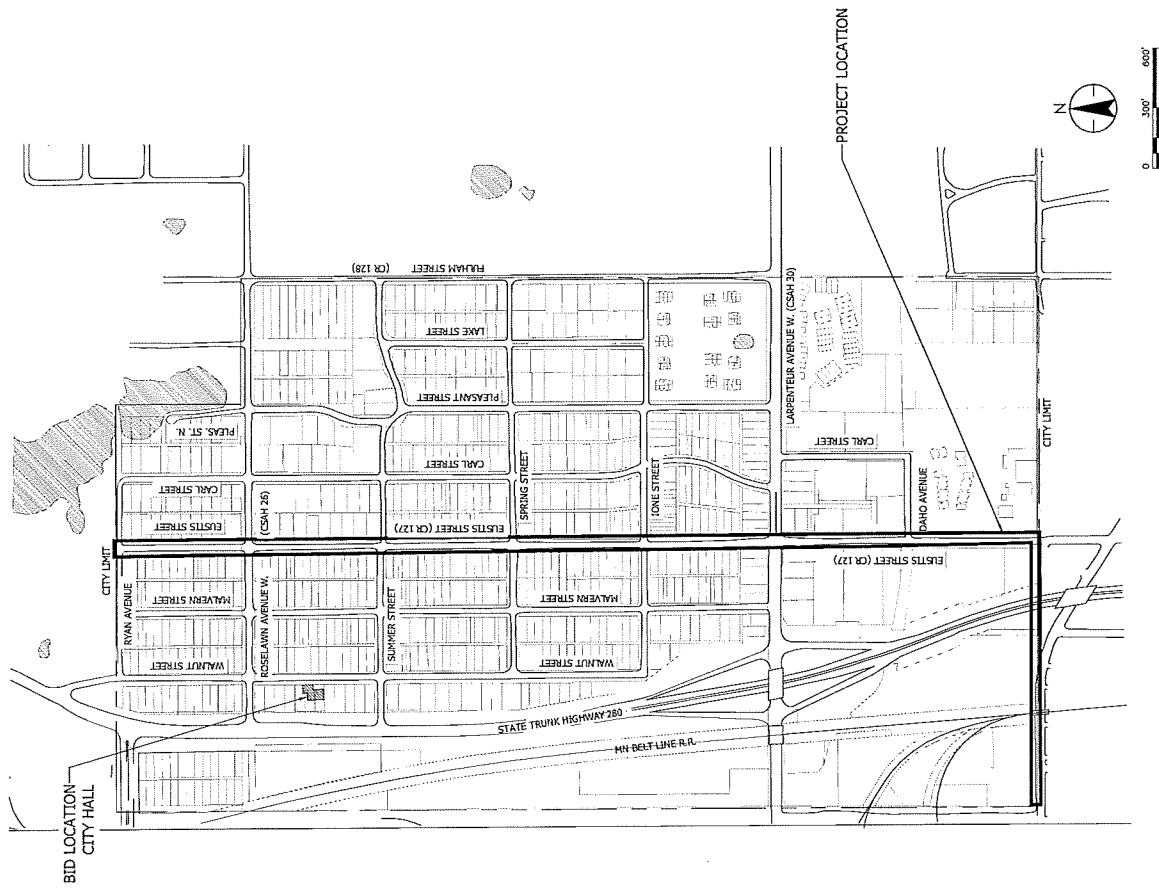
CITY OF LAUDERDALE  
 2016 LAUDERDALE SANITARY SEWER  
 LINING PROJECT  
 STANTEC PROJECT NO. 193803445

2016 CITY OFFICIALS  
 COUNCIL

- |                   |               |
|-------------------|---------------|
| JEFFREY DAINS     | MAYOR         |
| DENISE HAWKINSON  | COUNCILMEMBER |
| LARA MAC LEAN     | COUNCILMEMBER |
| MARY GAASCH       | COUNCILMEMBER |
| ROXANNE GROVE     | COUNCILMEMBER |
| HEATHER BUTKOWSKI | ADMINISTRATOR |

SHEET INDEX

GO.01	TITLE SHEET
GO.02	LEGEND
C1.01	LOCATION MAP AND DETAILS
C4.01	SANITARY SEWER IMPROVEMENTS
4 - SHEETS TOTAL	



EXISTING TOPOGRAPHIC SYMBOLS

STORM SEWER APRON	PEDESTAL CANY
BASKETBALL POST	PEDESTAL COMMUNICATIONS
BARBERIAE PERMANENT	POST INDICATOR VALVE
BENCH	POLE-COMMUNICATIONS
BOOSTER STATION	POLE-GUY
BUILDING LOWEST OPENING	POLE-POWER
BURIAL CONTROL MONUMENT	POLE-UTILITY
BUSH DECIDUOUS	POLE-UTILITY SERVICE
CATCH BASIN BEERVE	POST
CATCH BASIN	PROPANE TANK
CONTROL BOX SIGNAL	PICNIC TABLE
CLEAN OUT (SEWER)	SAMPLING WELL
CLVERT END	RR SIGNAL CONTROL BOX
DRINKING FOUNTAIN	RR CROSSING GATE
ENERGY DISTRIBUTER	RR SIGNAL
FLAG POLE	REGULATION STATION GAS
FUEL PUMP	SATELLITE DISH
GUY WIRE	SEPTIC TANK
GRILL	SEPTIC TANK
HANDICAP SPACE	SEPTIC DRAIN FIELD
HANDHOLE	SIGN
FIRE HYDRANT	SOIL BORING
HYDRANT PAINT MARKER (REFLECTOR)	STAND PIPE GAS
INLET (SMALL DIA.)	SPIGOT WATER
LIFT STATION CONTROL PANEL	SPRINKLER HEAD
LIFT STATION DRY WELL	SPRINKLER VALVE BOX
LIFT STATION WET WELL	STUMP
LIGHT YARD	SERVICE-GAS POINT ON LINE
LOOP DETECTOR	SERVICE-SANITARY SEWER POINT ON LINE
MAIL BOX	SERVICE-STORM SEWER POINT ON LINE
MAIL RELAY BOX	SERVICE-WATER POINT ON LINE
MANHOLE-AIR RELEASE	TELEPHONE BOOTH
MANHOLE-HEAT	TRANSMISSION TOWER ELECTRIC
MANHOLE-GAS	TEST PIT LOC.
MANHOLE-POWER	TRANSFORMER POWER
MANHOLE-SANITARY SEWER	TREE BEAD
MANHOLE-STORM SEWER	TREE-CONIFEROUS
MANHOLE-COMMUNICATIONS	TREE-DECIDUOUS
MANHOLE-UNKNOWN	TREE-FRUIT
MANHOLE-WATER	TREASH CAN
METER GAS	TRAFFIC SIGNAL
METER WATER	VALVE GAS
METER GAS	VALVE
ORDINARY HIGH WATER MARK	VERT GAS
OUTLET CONTROL STRUCTURE	WATER REDUCER
PARKING METER	WETLAND
PEDESTRIAN PUSH BUTTON	WELL-MONITORING
PEDESTAL POWER	WELL-WATER

EXISTING TOPOGRAPHIC SYMBOLS

BOLLARD
SANITARY CLEANOUT
MANHOLE
SANITARY OR STORM LIFT STATION
STORM SEWER BEERVE CATCH BASIN
STORM SEWER CATCH BASIN
STORM SEWER FLARED END SECTION
STORM SEWER OUTLET STRUCTURE
STORM SEWER OVERFLOW STRUCTURE
CURB BOX
FIRE HYDRANT
WATER REDUCER
VALVE
RFP RAMP
DRAINAGE FLOW
PEDESTRIAN RAMP

EXISTING PRIVATE UTILITY LINES

CABLE TV QUALITY LEVEL D	CIV-D
CABLE TV QUALITY LEVEL B	CTV-B
CABLE TV QUALITY LEVEL A	CIV-A
FIBER OPTIC QUALITY LEVEL D	FOD
FIBER OPTIC QUALITY LEVEL C	FOC
FIBER OPTIC QUALITY LEVEL B	FOD
FIBER OPTIC QUALITY LEVEL A	FOD
POWER QUALITY LEVEL D	E-D
POWER QUALITY LEVEL C	E-C
POWER QUALITY LEVEL B	E-B
POWER QUALITY LEVEL A	E-A
GAS QUALITY LEVEL D	G-D
GAS QUALITY LEVEL C	G-C
GAS QUALITY LEVEL B	G-B
GAS QUALITY LEVEL A	G-A
COMMUNICATION QUALITY LEVEL D	C-D
COMMUNICATION QUALITY LEVEL C	C-C
COMMUNICATION QUALITY LEVEL B	C-B
COMMUNICATION QUALITY LEVEL A	C-A
OVERHEAD POWER	OPC
OVERHEAD COMMUNICATION	OPC
OVERHEAD UTILITIES	OPU

EXISTING PRIVATE UTILITY LINES

CABLE TV QUALITY LEVEL D	CIV-D
CABLE TV QUALITY LEVEL B	CTV-B
CABLE TV QUALITY LEVEL A	CIV-A
FIBER OPTIC QUALITY LEVEL D	FOD
FIBER OPTIC QUALITY LEVEL C	FOC
FIBER OPTIC QUALITY LEVEL B	FOD
FIBER OPTIC QUALITY LEVEL A	FOD
POWER QUALITY LEVEL D	E-D
POWER QUALITY LEVEL C	E-C
POWER QUALITY LEVEL B	E-B
POWER QUALITY LEVEL A	E-A
GAS QUALITY LEVEL D	G-D
GAS QUALITY LEVEL C	G-C
GAS QUALITY LEVEL B	G-B
GAS QUALITY LEVEL A	G-A
COMMUNICATION QUALITY LEVEL D	C-D
COMMUNICATION QUALITY LEVEL C	C-C
COMMUNICATION QUALITY LEVEL B	C-B
COMMUNICATION QUALITY LEVEL A	C-A
OVERHEAD POWER	OPC
OVERHEAD COMMUNICATION	OPC
OVERHEAD UTILITIES	OPU

EXISTING TOPOGRAPHIC LINES

RETAINING WALL
FENCE - BARBED WIRE
FENCE - CHAIN LINK
FENCE - DECORATIVE
FENCE - STORMADE
FENCE - WOOD
FENCE - ELECTRIC
GUARD RAIL
TREE LINE
WETLAND

SURVEY LINES

BOUNDARY
CENTRILINE
EXISTING EASEMENT LINE
PROPOSED EASEMENT LINE
FLOOD PLAIN BOUNDARY
EXISTING LOT LINE
PROPOSED LOT LINE
PROPOSED RIGHT-OF-WAY
SETBACK LINE
SECTION LINE
QUARTER SECTION LINE
SIXTEENTH SECTION LINE

EXISTING UTILITY LINES

FORCE MAIN
SANITARY SEWER
SANITARY SERVICE
STORM SEWER
WATER MAIN
WATER SERVICE

PROPOSED UTILITY LINES

FORCE MAIN
SANITARY SEWER
SANITARY SERVICE
STORM SEWER
STORM SEWER DRAIN TILE
WATER MAIN
WATER SERVICE
PIPE CASING

FUTURE UTILITY LINES

FORCE MAIN
SANITARY SEWER
SANITARY SERVICE
STORM SEWER
STORM SEWER DRAIN TILE
WATER MAIN
WATER SERVICE
PIPE CASING

CONCRETE CURB AND GUTTER

EXISTING
PROPOSED
FUTURE
DEMOLITION

GRADING INFORMATION

EXISTING CONTOUR MINOR
EXISTING CONTOUR MAJOR
PROPOSED CONTOUR MINOR
PROPOSED CONTOUR MAJOR
PROPOSED GRADING LIMITS / SLOPE LIMITS
PROPOSED SPOT ELEVATION
RESERVAIR (SLOPE)

ABBREVIATIONS

AD	ASBESTOS DIFFERENCE
BIT	BITUMINOUS
BU	BUTTERFLY VALVE
BUCE	BEGIN VERTICAL CURVE ELEVATION
BVCS	BEGIN VERTICAL CURVE STATION
CB	CATCH BASIN
CBMH	CATCH BASIN MANHOLE
CL	CLASS
CMP	CORRUGATED METAL PIPE
C.O.	CHANGE ORDER
CONC.	CONCRETE
DIP	DUCTILE IRON PIPE
EL/ELEV	ELEVATION
EVCE	END VERTICAL CURVE ELEVATION
EVCS	END VERTICAL CURVE STATION
EX	EXISTING
FES	FLARED END SECTION
F/F	FACE TO FACE
FM	FORCE MAIN
F.O.	FIELD ORDER
GV	GATE VALVE
HP	HIGH POINT
HWL	HIGH WATER LEVEL
HYD	HYDRANT
INVT	INVERT
K	CURVE COEFFICIENT
L	LOW POINT
MH	MANHOLE (SANITARY)
NTS	NOT TO SCALE
NWL	NORMAL WATER LEVEL
PC	POINT OF CURVE
PCC	COMPOUND CURVE
PI	POINT OF INTERSECTION
P	PROPERTY LINE
PPVC	PERFORATED POLYVINYL CHLORIDE PIPE
PRC	POINT OF REVERSE CURVE
PT	POLYVINYL CHLORIDE PIPE
PVI	POINT OF VERTICAL INTERSECTION
R	RADIUS
RCP	REINFORCED CONCRETE PIPE
R/W	RIGHT-OF-WAY
R/W	SANITARY
STMH	STORM SEWER MANHOLE
STA	STATION
TCE	TEMPORARY CONSTRUCTION EASEMENT
TNH	TOP-NUT HYDRANT
TYP	TYPICAL
VC	VERTICAL CURVE
WM	WATER MAIN

HATCH PATTERNS

SAND
HEAVY DUTY BITUMINOUS
BITUMINOUS
CONCRETE
GRAVEL

GRADING INFORMATION

EXISTING CONTOUR MINOR
EXISTING CONTOUR MAJOR
PROPOSED CONTOUR MINOR
PROPOSED CONTOUR MAJOR
PROPOSED GRADING LIMITS / SLOPE LIMITS
PROPOSED SPOT ELEVATION
RESERVAIR (SLOPE)

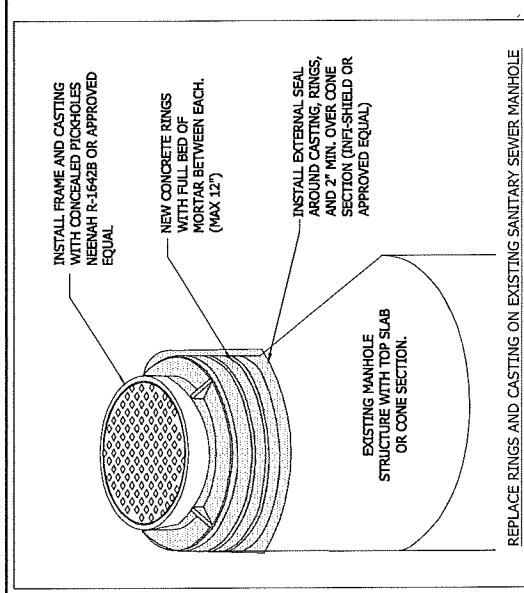
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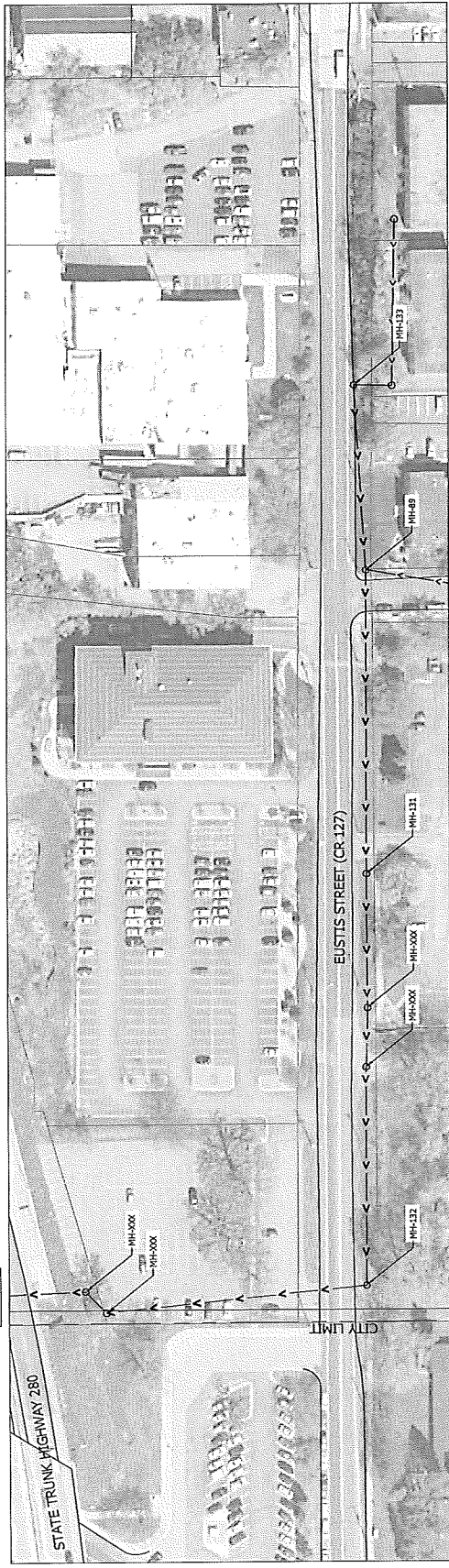
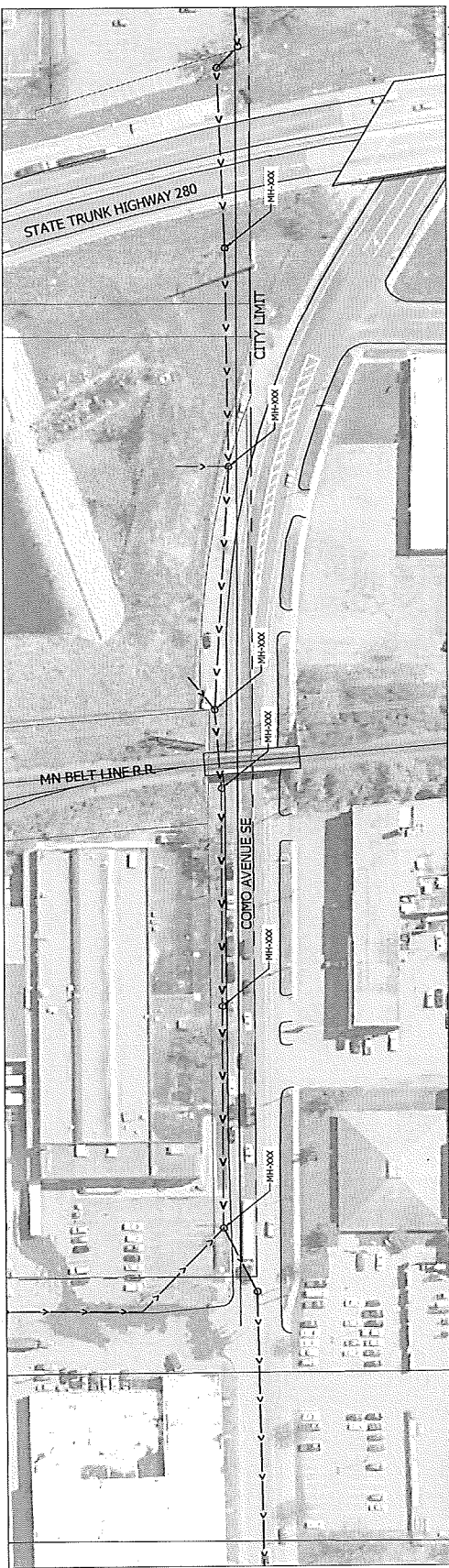


LINE SANITARY SEWER

REPLACE EXISTING SANITARY SEWER CASTING AND RINGS



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NOTES:  
1. SEE PROJECT MANUAL SECTION 05 31 00 - PARAGRAPH 1.04 FOR PERMIT INFORMATION.  
2. CONTRACTOR IS REQUIRED TO RESTORE GREEN SPACES TO PRE-PROJECT CONDITIONS IF DISTURBED WITH THIS PROJECT.

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED AND IS BEING RELEASED TO THE PUBLIC BY THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION ON OCTOBER 11, 2019. CONTACT: NATIONAL ARCHIVES AND RECORDS ADMINISTRATION, COLLETSVILLE, PA 17106-7348, 1-800-977-6995

**LAUDERDALE COUNCIL  
ACTION FORM**

**Action Requested**

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

Meeting Date March 8, 2016  
ITEM NUMBER Fence Ordinance  
STAFF INITIAL HB  
APPROVED BY ADMINISTRATOR \_\_\_\_\_

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

A few months ago, residents that live along Larpenteur Avenue inquired into installing a seven foot privacy fence. Ordinance states that fences over six feet require a building permit. In looking up the requirements of a seven foot fence in the new version of the building code that came out last summer, the building official realized the building code now only requires building permits for fences over seven feet tall. I explained the inconsistencies to the residents and told them staff would have to bring the issue to the Council for discussion.

The question for the Council is whether you will allow property owners to build seven foot tall fences with a fence permit. That is in line with what the zoning ordinance allows, however, the more typical height for a residential fence is six feet (or less).

Aside from this issue, there are a number of other items worth clarifying with an ordinance revision. You will see that staff drafted new language related to the types of materials that are acceptable and unacceptable. The ordinance also differentiates between permanent fences and those used for decorations or gardens.

The ordinance is in an early draft form (ignore the numbering) and has not been reviewed by the city attorney. I anticipate that neighbors on both sides of the fence in question may be at the meeting.

CHAPTER 7

FENCES AND RETAINING WALLS

SECTION:

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

9-7-1: DEFINITIONS:

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

Boundary Fence: A fence parallel to the property line.

Fence: Any partition, structure, wall, gate or other object erected as a divider marker, physical or visual barrier, or enclosure located along the boundary, or within a yard.

Privacy Fence: A fence used for screening of outdoor living areas and for enclosures where restricted visibility or protection is required.

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

9-7-2: SCOPE:

The provisions of this Chapter are intended to supplement the provisions of Title 10 of this Code relating to fences and retaining walls.

9-7-3: PERMITS ~~REQUIRED~~:

The construction of ~~all~~ fences over ~~six~~seven feet above grade shall require a building permit. The construction of ~~all~~ fences ~~six~~seven feet above grade or less shall require a fence permit.

Permits are required for fence modifications that expand the length or height of an existing fence.



Permits are not required for maintenance which includes: painting; replacing up to one section not exceeding six feet in length; and replacing up to two posts in any calendar year. Permits are not required for non-boundary fences that do not exceed three feet in height and are secured by posts no deeper than six inches into the ground.

The construction of all retaining walls ~~over~~ four feet ~~above~~ grade or greater shall require a building permit. The construction of all retaining walls four feet above grade or less shall require a retaining wall permit. Retaining walls are measured from the bottom of the footing to the top of the wall.

9-7-4: REGULATIONS:

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

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

~~C. Solid Fences: Solid fences in excess of six feet above adjacent ground grades shall be prohibited.~~

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

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

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

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

2. Commercial And Industrial Districts: Fences in commercial and industrial districts may be erected abutting the lot line to a

height of six feet plus two feet for a security (barbed wire or other) arm.

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

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

5. Front Setback Area: No fence or retaining wall along or within the front setback area shall be permitted without the approval of the City Council.

9-7-5: Fence Materials:

A. Privacy fences shall be made from wood, vinyl, or composite material designed for fence applications. Privacy fences in residentially zoned areas shall not be made from chain link or metal fencing with slats.

B. All other fences shall be made from wood; vinyl; decorative steel, aluminum, or wrought iron; or chain link designed for fence applications.

C. Materials that may not be used include garden and utility fencing or fabric. These materials are commonly referred to as snow or safety fencing; chicken wire; poultry fencing, hardware cloth, lawn fencing; and lattice.

9-7-5: CONFORMANCE

Unpermitted fence extensions exceeding seven feet in height and made of unapproved boundary fence material must be removed by April 15, 2016.

9-7-56: VARIANCE:

Any person wishing to erect or construct a fence or retaining wall in a manner contrary to this Chapter or Title 10 of this Code shall first obtain a variance from the City Council for that purpose.

9-7-6: PENALTY:

~~The~~Any violations of this Chapter shall constitute a misdemeanor—  
~~subject to penalty as provided in Section 1-4-1 of this Code.~~—  
Each day that a violation remains shall constitute a separate  
offense. The City may also take enforcement action it finds  
appropriate, as described in Section 10-3-6-B of this Code.

SECTION 2. This ordinance shall be effective upon its adoption  
and publication.

Adopted by the Lauderdale City Council this X<sup>th</sup> day of March,  
2016.

\_\_\_\_\_  
Jeffrey Dains, Mayor

ATTEST:

\_\_\_\_\_  
Heather Butkowski, City Administrator

Published in the Roseville Review the X<sup>th</sup> day of April, 2016.