

City Of Princeton



2014 Budget

Finance Director
Steve Jackson

LEVY ANALYSIS

	2008	2009	2010	2011	2012	2013	PRELIM 2014
GENERAL FUND	883,546	906,249	906,249	986,500	1,126,099	1,194,919	1,822,925
STATE AID REDUCTION LEVY	--	--	80,100	90,849	0	0	0
FIRE RELIEF	--	--	--	--	--	--	--
POLICE WAGE & BENEFIT SPECIAL LEVY	686,170	721,441	721,441	721,441	721,441	721,441	0
CAPITAL IMPROVEMENT	175,600	175,600	175,600	175,600	175,600	75,600	175,600
EDA	17,895	17,895	17,895	17,895	17,895	17,895	17,895
PERA RATE INCREASES	8,715	17,065	17,065	17,065	17,065	17,065	0
COPS GRANT REDUCTION LEVY	21,500	21,500	21,500	21,500	21,500	21,500	0
SMITH SYSTEM ROAD ASSESS	12,450	12,450	0	0	0	0	0
LIBRARY BONDS	5,725	0	0	0	0	0	0
RUM RIVER DRIVE LEVY	0	0	0	0	0	0	0
SCHOOL & INDUSTRIAL PARK	15,000	15,000	0	0	0	0	0
FIRST STREET PROJECT	10,100	10,000	10,000	0	0	0	0
2nd & 7th STREET PROJECT	15,500	15,500	10,000	0	0	0	0
WEST SIDE PROJECT - 503	90,000	90,000	90,000	90,000	90,000	90,000	90,000
21st AVENUE PROJECT	93,000	96,000	96,000	25,000	20,000	20,000	20,000
2nd & 10th Street Project	0	2,500	2,500	2,500	2,500	2,500	2,500
TAX ABATEMENT LEVY	18,500	18,500	35,000	35,000	35,000	35,000	35,000
TOTAL CERTIFIED LEVY	2,053,701	2,119,700	2,183,350	2,183,350	2,227,100	2,195,920	2,163,920
AMOUNT OF PROPERTY TAXES	2,053,701	2,119,700	2,183,350	2,183,350	2,227,100	2,195,920	2,163,920
INC (DEC) FROM PRIOR YEAR	6.97%	3.21%	3.00%	0.00%	2.00%	-1.40%	-1.46%
AMOUNT OF LGA	741,676	673,226	535,932	723,241	535,932	535,932	813,075
TOTAL LGA & GENERAL FUND AND CIP LEVY	2,553,602	2,551,476	2,510,782	2,789,091	2,650,532	2,619,353	2,864,495
ESTIMATED NET TAX CAPACITY	2,234,709	2,402,640	2,352,680	3,009,781	2,589,938	2,553,758	2,761,779
ESTIMATED TAX CAPACITY RATE PERCENTAGE CHANGE	63.49 3.65%	62.30 -1.88%	65.12 4.54%	72.54 11.39%	85.99 18.54%	85.99 0.00%	78.35 -8.88%
% TAX CAPACITY INCREASE/ (DECREASE)	3.20%	5.19%	-1.47%	-10.23%	-13.95%	-1.40%	3.15%

RESOLUTION #13-63

**A RESOLUTION ADOPTING THE REVISED 2013 BUDGET AND
APPROVING THE 2014 BUDGET AND TAX LEVY**

WHEREAS, the City Administrator has prepared and presented for review the budget of revenue and expenditures for the City of Princeton for the year January 1, 2014, to December 31, 2014; and

WHEREAS, the City Administrator has prepared and presented for review the revised 2013 budget; and

WHEREAS, the City Council recognizes that there are numerous repairs, replacements, upgrades, projects and tasks not included in this year's budget that the city would like to address but, with the limited funds available, is unable to accomplish; and

WHEREAS, the City Council has reviewed the 2013 revised and 2014 budgets and found such budgets to be in accordance with the needs and the financial resources of the City.

NOW, THEREFORE, BE IT RESOLVED that said 2013 revised and 2014 budgets are adopted, including a 2014 property tax levy in the following amount:

General Fund –	
Current Expenditures	\$ 1,822,925
Tax Abatement Levy	35,000
Capital Improvements	175,600
	<u>112,500</u>
Bonded Indebtedness	<u>112,500</u>
	CITY SUBTOTAL LEVY
	\$2,146,025
	Economic Development Authority
	<u>17,895</u>
TOTAL LEVY	<u>\$2,163,920</u>

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to transmit such documents as may be required by law to the Mille Lacs County and Sherburne County Auditors and Minnesota Department of Revenue.

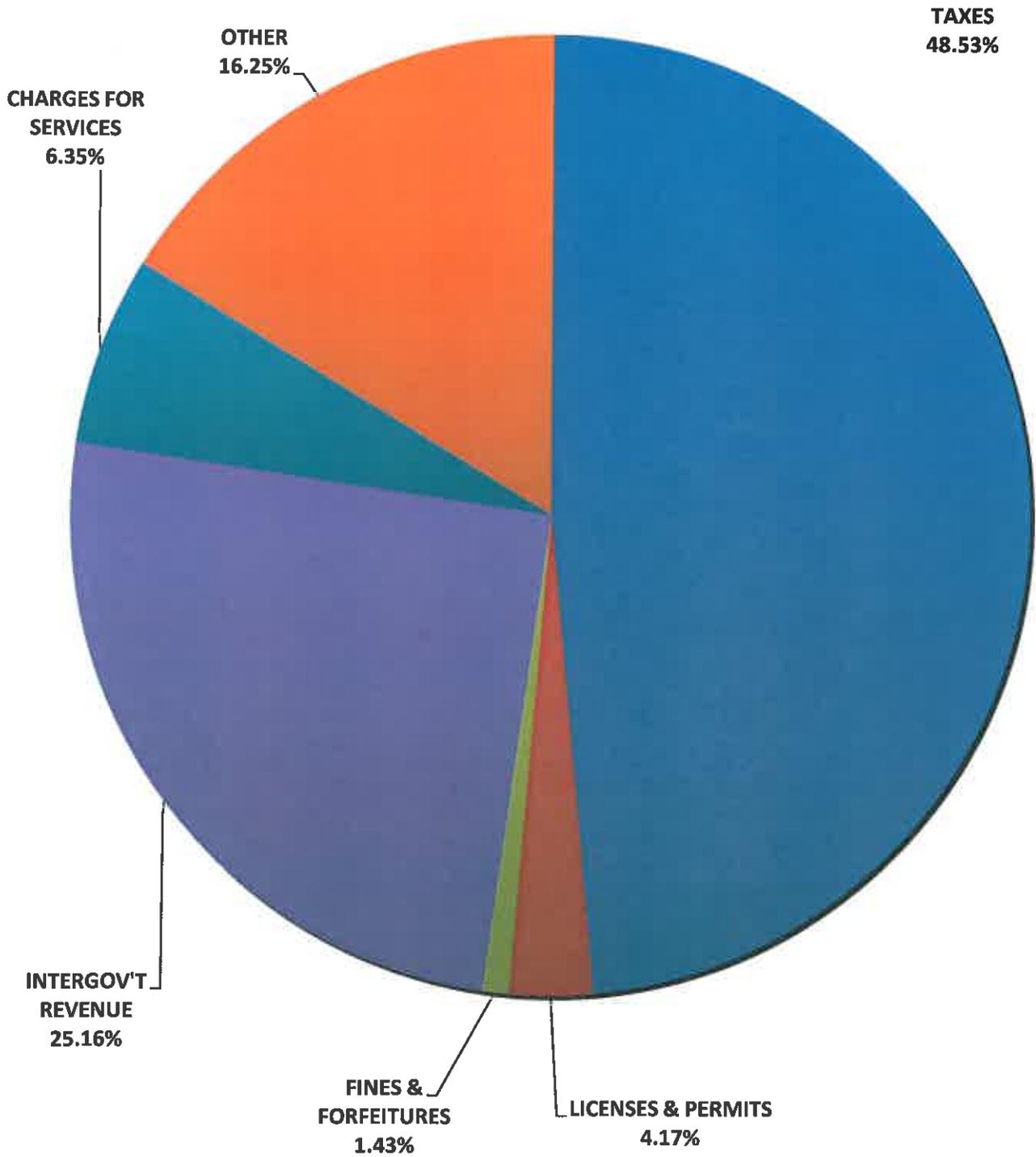
ADOPTED this 12th day of December, 2013.

Paul Whitcomb, Mayor

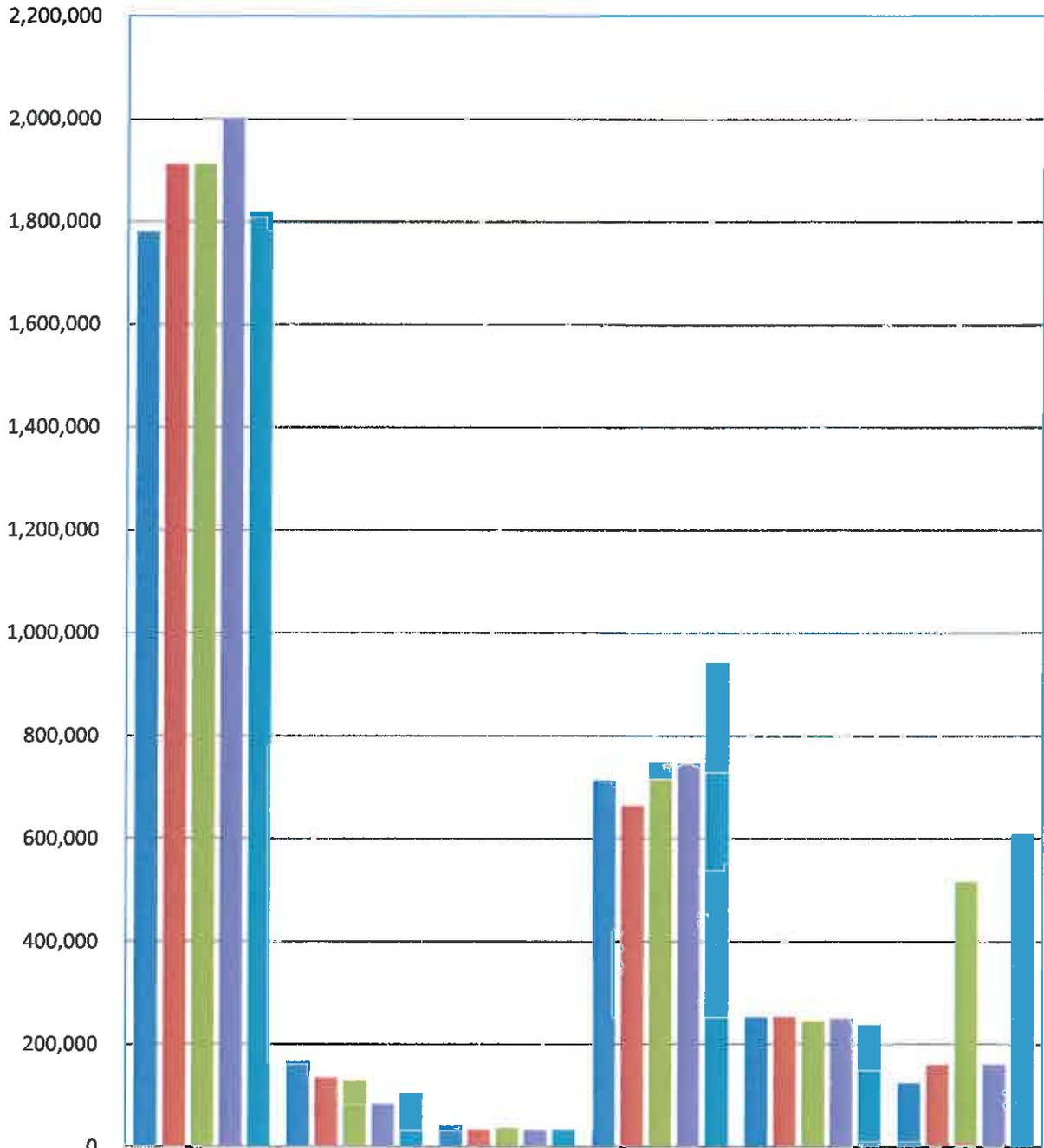
ATTEST:

Shawna Jenkins
City Clerk

2014 GENERAL FUND REVENUE ANALYSIS



Annual General Fund Revenues by Source



	TAXES	PERMITS	FINES	INTERGOV'T REVENUE	CHARGES FOR SERVICES	OTHER
2011 ACTUAL	1,781,205	166,047	41,294	713,282	252,608	124,665
2012 ACTUAL	1,912,343	134,193	33,571	663,272	252,876	160,328
2013 ADOPTED	1,913,030	128,180	37,000	747,960	244,790	516,300
2013 REVISED	2,002,455	84,045	33,620	744,850	250,085	161,345
2014 ADOPTED	1,817,425	105,135	33,500	941,985	237,850	608,680

**GENERAL FUND
REVENUE SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>	1,781,205	1,912,343	1,913,030	2,002,455	1,817,425
	% of Total Fund Revenues	57.86%	60.58%	53.34%	61.13%	48.53%
4002	<u>LICENSES & PERMITS</u>	166,047	134,193	128,180	84,045	105,135
	% of Total Fund Revenues	5.39%	4.25%	3.57%	2.57%	2.81%
4003	<u>FINES AND FORFEITURES</u>	41,294	33,571	37,000	33,620	33,500
	% of Total Fund Revenues	1.34%	1.06%	1.03%	1.03%	0.89%
4004	<u>INTERGOVERNMENTAL REVENUE</u>	713,282	663,272	747,960	744,850	941,985
	% of Total Fund Revenues	23.17%	21.01%	20.85%	22.73%	25.16%
4005	<u>CHARGES FOR SERVICES</u>	252,608	252,876	244,790	250,085	237,850
	% of Total Fund Revenues	8.20%	8.01%	6.82%	7.63%	6.35%
4006	<u>OTHER</u>	124,665	160,328	516,300	161,345	608,680
	% of Total Fund Revenues	4.05%	5.08%	14.39%	4.92%	16.26%
TOTAL GENERAL FUND REVENUES		3,079,101	3,156,583	3,587,260	3,276,400	3,744,575

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>					
3200	Property Taxes - Current	1,719,941	1,857,927	1,870,530	1,950,000	1,765,025
3202	Property Taxes - Delinquent	56,495	51,027	42,000	50,000	50,000
3204	Penalty and Interest	3,604	3,389	500	2,455	2,400
3218	Forfeit Tax Sale Proceeds	1,165	--	--		
TOTAL		1,781,205	1,912,343	1,913,030	2,002,455	1,817,425
4002	<u>LICENSES & PERMITS</u>					
3230	Temporary Non-Intox. On-Sale	--	365	--	75	75
3234	Building Permits	76,438	55,090	50,000	25,000	40,000
3235	Plan Check Fees	38,449	30,773	29,000	12,500	18,000
3236	Building Permit Surcharge	5,270	3,608	4,800	1,500	3,000
3238	Cigarette Licenses	800	1,017	800	800	800
3239	Cable Franchise Fee	31,139	29,545	31,000	32,000	32,000
3240	Fence Permits	150	200	150	150	150
3242	Misc. Permits and Licenses	150	380	200	590	400
3246	Club Liquor License	3,400	700	2,000	700	700
3250	Liquor On-Sale License	7,425	10,125	7,500	7,500	7,500
3252	Non-Intoxicating Off-Sale	100	200	200	200	200
3254	Non-Intoxicating On-Sale	1,025	650	700	650	650
3255	Set-Up (Display) License	--	--	200	--	--
3256	Refuse Haulers License	750	500	500	500	500
3257	Recycling Facility License	10	10	10	10	10
3258	Peddlers License	150	420	350	650	400
3260	Plumbing Permit	436	370	400	850	500
3262	Plumbing Permit Surcharge	35	30	20	70	50
3266	Pet License	245	160	300	250	150
3268	Golf Cart Permit	75	50	50	50	50
TOTAL		166,047	134,193	128,180	84,045	105,135
4003	<u>FINES AND FORFEITURES</u>					
3270	Court Fines	40,874	33,451	37,000	33,500	33,500
3272	Traffic Violations - Parking	--	120	--	120	--
3274	Tobacco Violation Fines	--	--	--	--	--
3276	Administrative Fines	420	--	--	--	--
TOTAL		41,294	33,571	37,000	33,620	33,500
4004	<u>INTERGOVERNMENTAL REVENUE</u>					
3900	COPS Grant - School Liaison	4,183	--	8,500	110	--
3902	Safe & Sober Grant	1,172	3,984	--	1,000	--
3903	State - Police Grant	4,992	--	--	--	--
3904	Fire Aid - 2%	43,436	42,631	41,630	48,410	46,410
3908	Market Value Credit Aid	21,103	--	--	--	--
3910	Local Government Aid	535,932	535,932	612,830	612,830	813,075
3912	Miscellaneous Aid	25,126	5,874	10,000	7,500	7,500
3916	Police Aid	77,338	74,851	75,000	75,000	75,000
TOTAL		713,282	663,272	747,960	744,850	941,985

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
4005	CHARGES FOR SERVICES					
3400	Accident Reports	8	15	--	--	--
3404	Assessment Searches	55	--	20	45	--
3406	Township Fire Service Contracts	130,780	136,290	136,290	139,320	143,500
3410	Charges for Current Services	94	16	50	165	50
3412	Copies	67	20	25	20	20
3416	Dog Pound	810	700	700	300	300
3420	Election Filing Fee	--	6	--	--	5
3428	AFSS Lease Revenue	75,833	70,417	65,000	65,000	48,750
3431	Community Room Rental	350	397	350	875	750
3434	Other/Splash Park Rentals	26,530	26,413	26,400	27,875	28,200
3435	Splash Park Miscellaneous	1,949	1,522	1,700	1,430	1,450
3440	Mark Park Rental	2,640	4,500	4,400	3,230	3,700
3442	Miscellaneous Police Revenue	913	261	700	1,250	700
3443	Blacktop Repair Reimbursement	--	--	--	--	--
3444	Miscellaneous Service Revenue	--	635	--	--	--
3445	Sign Sale and Reimbursement	--	--	--	--	--
3446	Miscellaneous Street Revenue	698	--	150	--	--
3447	Compost Disposal Revenue	--	--	--	--	--
3452	Zoning and Development Fees	4,392	3,050	2,000	2,450	2,500
3454	Vacancy Notification Fees	425	615	350	200	100
3456	Police Reports	252	323	225	375	325
3457	Fire Reports	47	45	30	150	100
3462	Sale of Winter Salt and Sand	1,845	2,520	1,500	2,500	2,500
3464	Sale of Maps	--	--	--	--	--
3466	Sale of Ordinances	20	--	--	--	--
3494	Work for Other Agencies	4,900	5,131	4,900	4,900	4,900
TOTAL		252,608	252,876	244,790	250,085	237,850
4006	OTHER					
3944	Donation - Grant	--	--	--	1,200	--
3945	Camping Donations	2,183	2,672	2,200	2,000	2,200
3946	Contributions and Donations	540	850	--	--	--
3947	Contributions - Other Funds/CIP	--	--	368,350	--	447,480
3948	Payment in Lieu of Taxes - PUC	52,500	52,500	52,500	52,500	52,500
3949	Contributions - Other Funds/Liquor	--	--	--	--	--
3950	Interest Income	13,270	13,550	10,000	12,000	12,000
3951	Transfer In - Other	--	--	--	--	--
3960	Miscellaneous Income	1,006	126	--	885	--
3963	Excise Tax Rebate	--	--	--	--	--
3965	Misc. Refunds & Reimbursements	2,346	--	--	--	--
3966	Youth Services Officer - School	52,820	90,630	83,250	92,760	94,500
TOTAL OTHER		124,665	160,328	516,300	161,345	608,680
TOTAL GENERAL FUND REVENUES		3,079,101	3,156,583	3,587,260	3,276,400	3,744,575

**GENERAL FUND
EXPENDITURE SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	TOTAL PERSONNEL	1,669,283	1,712,583	1,867,170	1,804,623	1,989,010
	% of Total Expenditures	55.65%	59.00%	52.05%	56.24%	53.12%
	TOTAL SERVICES	815,043	652,202	914,370	849,685	933,895
	% of Total Expenditures	27.17%	22.47%	25.49%	26.48%	24.94%
	TOTAL SUPPLIES	168,919	181,824	223,435	187,595	216,310
	% of Total Expenditures	5.63%	6.26%	6.23%	5.85%	5.78%
	TOTAL CAPITAL OUTLAY	74,972	60,979	426,850	218,880	447,480
	% of Total Expenditures	2.50%	2.10%	11.90%	6.82%	11.95%
	TOTAL TRANSFERS	206,285	233,163	72,640	75,285	70,075
	% of Total Expenditures	6.88%	8.03%	2.03%	2.35%	1.87%
	TOTAL OTHER	65,134	62,004	82,665	72,995	87,285
	% of Total Expenditures	2.17%	2.14%	2.30%	2.27%	2.33%
	TOTAL GENERAL FUND	2,999,636	2,902,755	3,587,130	3,209,063	3,744,055
	Cost per Capita	\$638.49	\$614.08	\$758.86	\$678.88	\$792.06

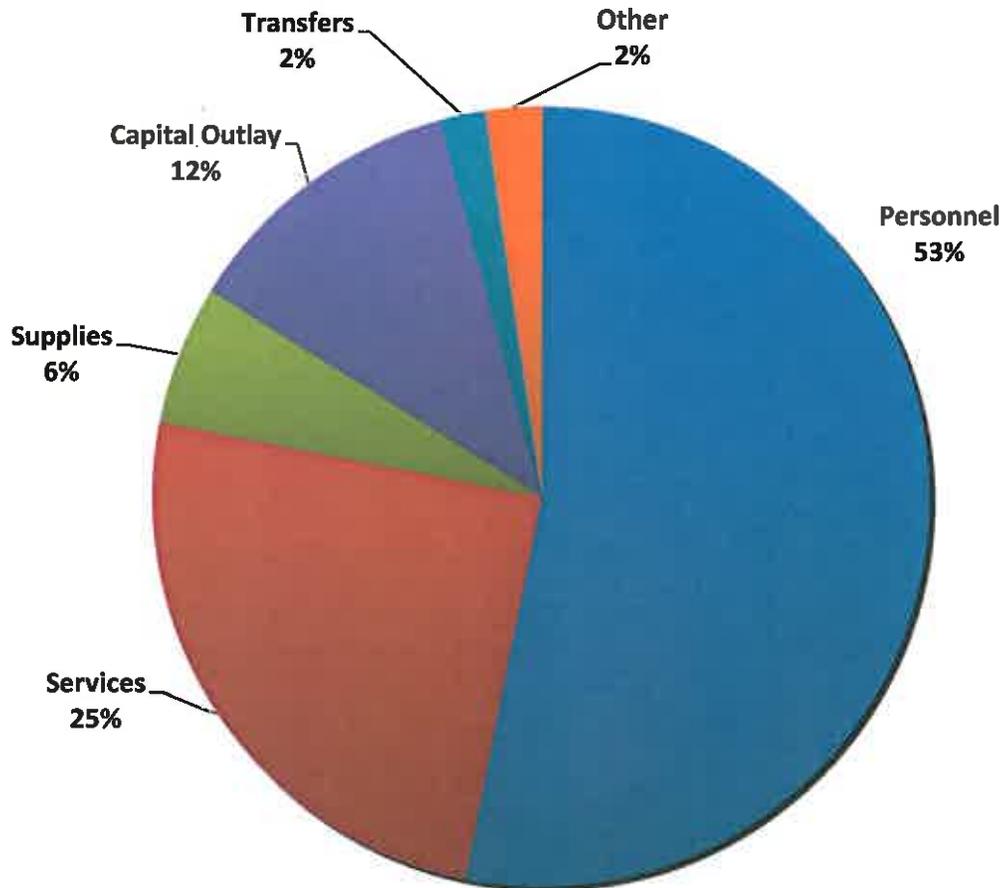
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	1,086,394	1,092,691	1,220,625	1,178,635	1,326,475
	Part-time & Seasonal Salaries	125,834	153,919	136,400	125,370	111,515
	Overtime Salaries	21,339	20,152	19,500	19,895	19,500
	Fringe Benefits	435,716	445,821	490,645	480,723	531,520
TOTAL PERSONNEL		1,669,283	1,712,583	1,867,170	1,804,623	1,989,010
1101	Community Promotion	300	0	125	3,050	3,100
1102	Printing and Publishing	4,759	4,672	5,625	4,875	6,175
1118	Cleaning and Waste Removal	2,156	1,344	1,400	1,400	1,400
1120	Telephone and Postage	12,786	14,065	17,725	17,810	18,825
1134	Radio and Pager Charges	1,148	3,042	4,250	3,500	4,250
1136	Utilities	107,985	90,865	119,820	99,935	112,070
1140	Contracted Labor	137,005	118,215	146,750	137,925	173,250
1141	Legal Services	68,123	61,470	64,725	69,700	70,000
1142	Engineering Services	10,268	1,997	6,500	5,700	6,500
1143	Other Expert and Professional	114,715	75,080	107,500	97,150	102,100
1150	Insurance and Bonds	114,003	97,805	150,750	135,500	148,750
1152	Tire Purchases and Repairs	963	2,018	2,500	2,500	2,500
1154	Maintenance and Repair	130,555	95,033	125,320	153,975	124,000
1158	Membership and Subscriptions	13,667	13,868	16,225	16,120	16,785
1159	Safety Program Dues & Exp.	8,251	8,921	9,500	8,500	9,500
1160	Books and Reference Material	210	218	455	220	455
1161	Data Processing/Office Equip R&M	13,654	12,110	15,500	15,500	18,500
1162	Other Charges	34,022	14,362	40,520	21,835	40,270
1172	Rents and Leases	0	0	1,000	250	500
1185	Annexation Tax Requirement	15,394	20,652	37,000	30,000	37,000
1186	Taxes and Licenses	7,044	5,510	6,755	6,050	6,655
1187	Building Permit Fee Reserve	0	0	15,000	5,000	10,000
1188	Travel - Mileage, Parking	1,289	2,737	2,975	2,625	3,400
1189	Conferences, Schools, & Training	14,423	6,320	11,750	6,035	11,910
1190	Lodging, Meals and Per Diem	2,323	1,898	4,700	4,530	6,000
TOTAL SERVICES		815,043	652,202	914,370	849,685	933,895
1306	Auto Operating Fluids	1,684	1,486	2,000	1,750	1,950
1320	Uniforms	10,191	12,205	13,045	13,675	13,695
1324	Diesel Fuel	27,233	23,937	35,000	29,000	30,500
1338	Gasoline	47,984	47,555	54,800	47,975	50,850
1340	General Supplies	60,942	75,995	71,040	67,825	68,815
1342	Canine Unit Costs & Supplies	0	0	0	0	0
1343	Chemical Sterilant & Supplies	2,089	3,273	2,600	3,100	3,100
1345	Printed Forms and Supplies	369	393	550	350	750
1358	Office Supplies	3,009	1,993	2,000	2,845	3,650
1360	Safety Program Supplies	2,558	4,931	7,200	5,275	7,000
1382	Small Tools and Equipment	12,570	9,854	14,700	15,550	15,600
1385	Streetscape Maintenance	290	202	500	250	400
1410	Service & Supplies Inflation	0	0	20,000	0	20,000
TOTAL SUPPLIES		168,919	181,824	223,435	187,595	216,310

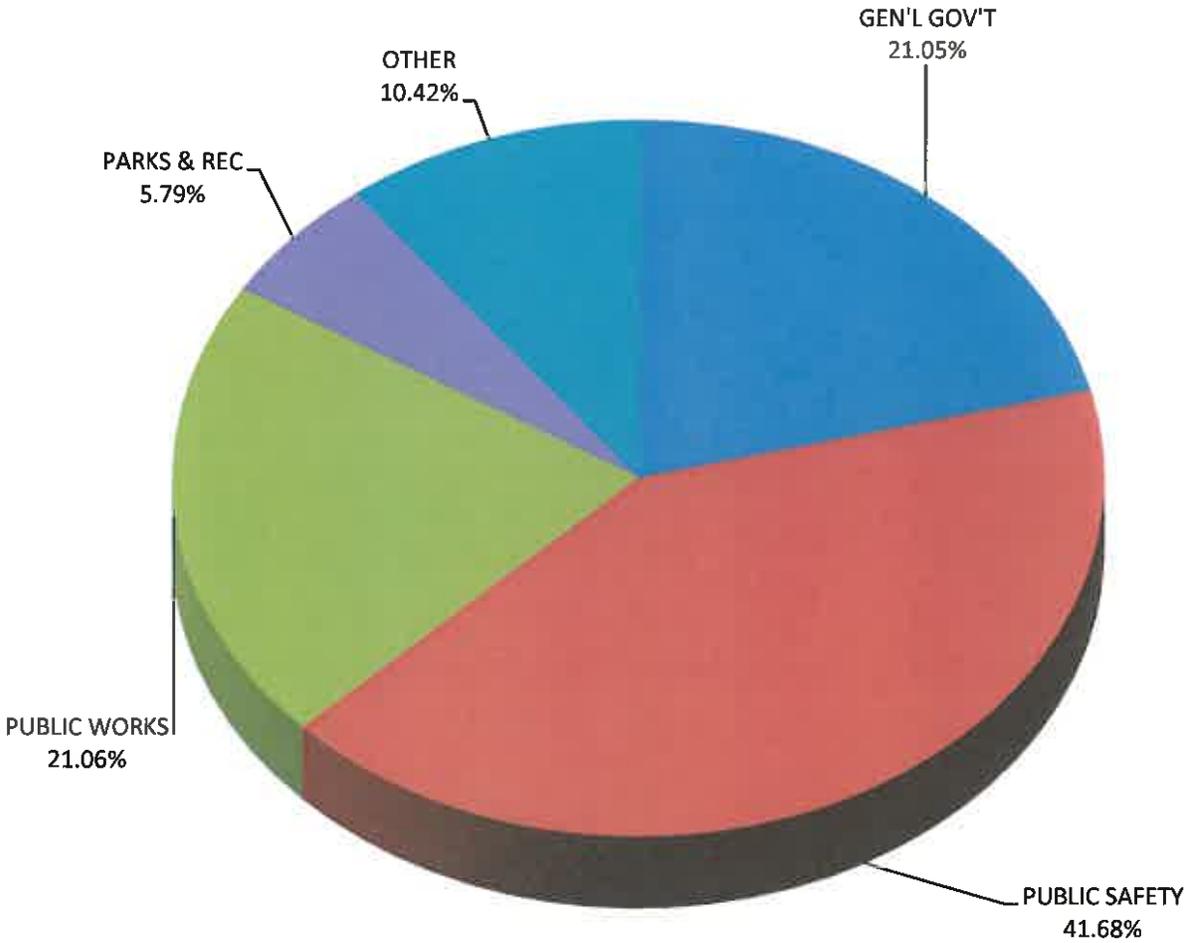
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
1501	Land	0	0	0	0	0
1502	Improvements	42,126	355	149,500	62,500	105,000
1510	Equipment	32,846	60,624	277,350	156,380	342,480
TOTAL CAPITAL OUTLAY		74,972	60,979	426,850	218,880	447,480
1790	Transfers Out	206,285	233,163	72,640	75,285	70,075
TOTAL TRANSFERS		206,285	233,163	72,640	75,285	70,075
1810	Remit Collections for Other Agencies	65,084	62,004	62,665	67,945	67,285
1820	Refunds and Reimbursements	50	0	0	50	0
1999	Unallocated Contingency	0	0	20,000	5,000	20,000
TOTAL OTHER		65,134	62,004	82,665	72,995	87,285
TOTAL GENERAL FUND		2,999,636	2,902,755	3,587,130	3,209,063	3,744,055

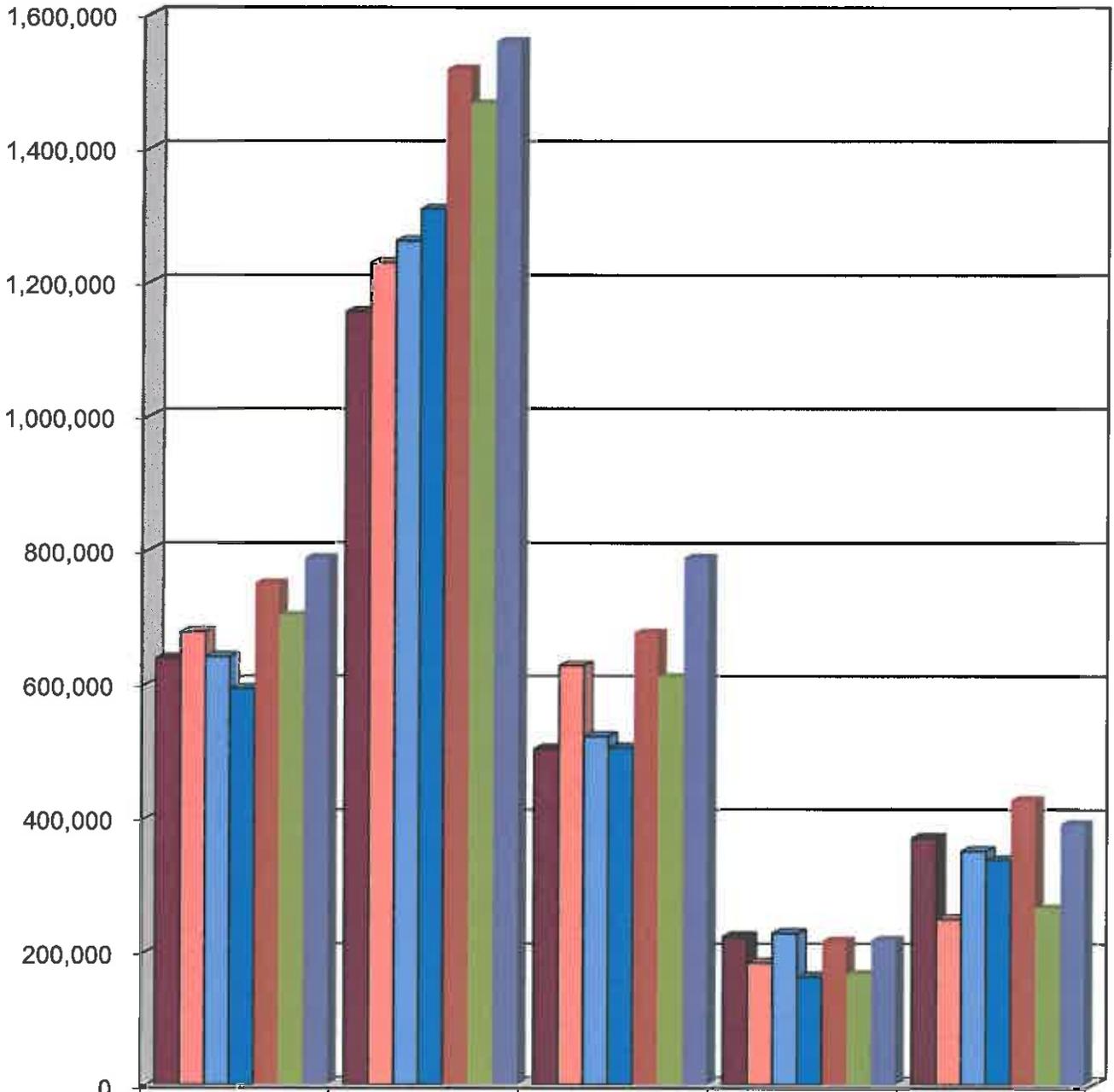
2014 PROPOSED



2014 GENERAL FUND TOTAL EXPENDITURES BY DIVISION

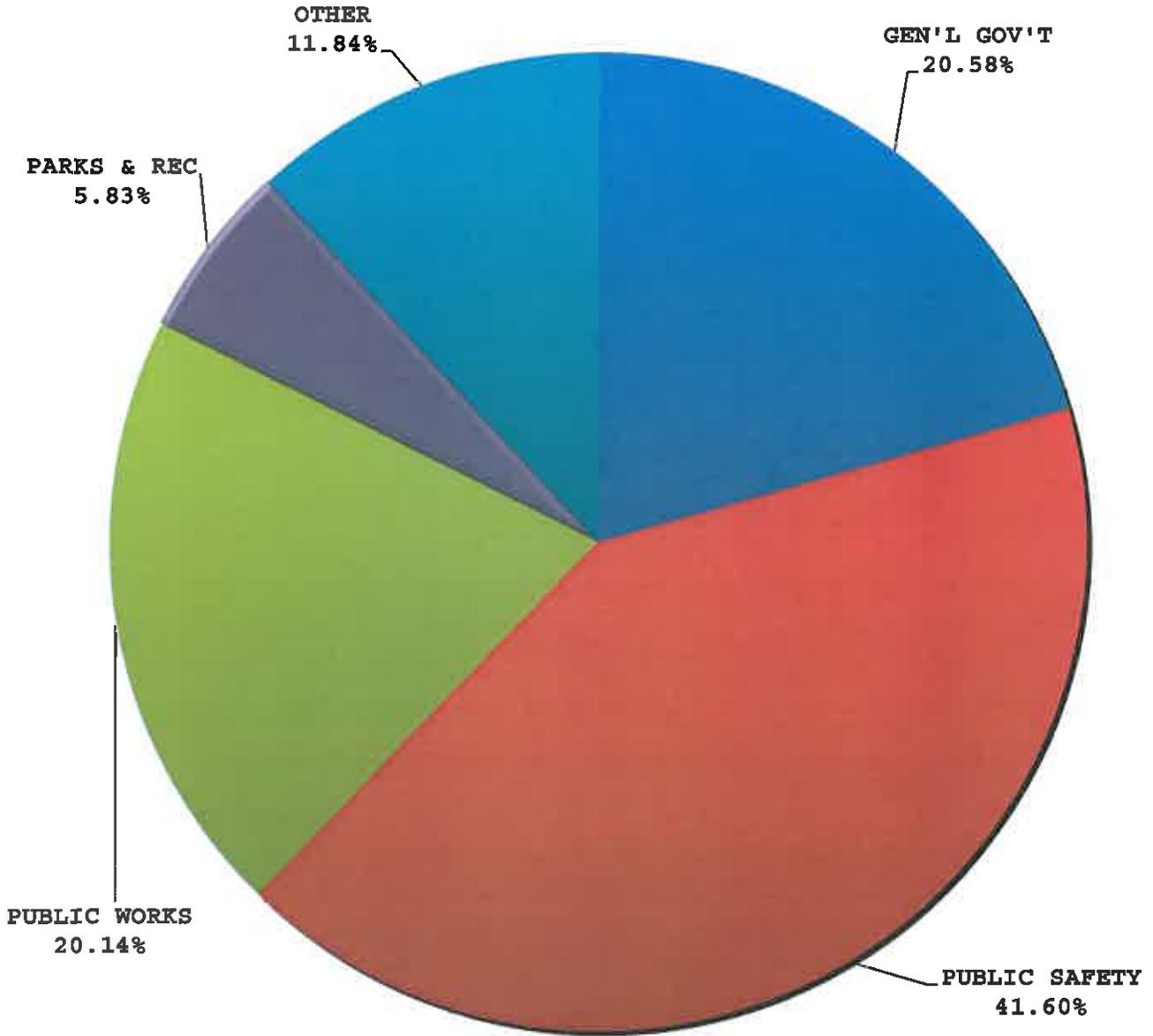


GENERAL FUND TOTAL EXPENDITURES BY DIVISION

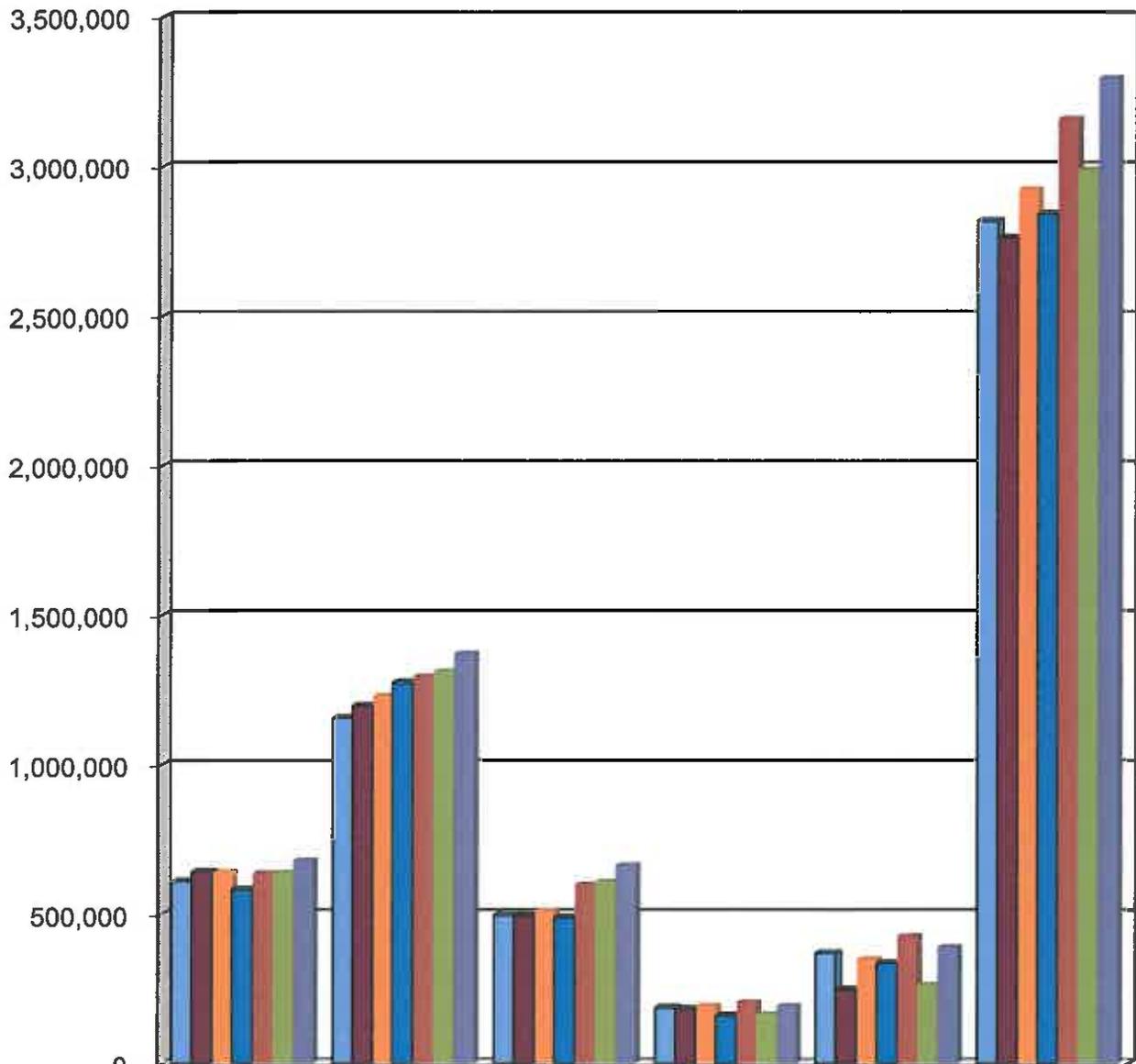


	GEN'L GOVT	PUBLIC SAFETY	PUBLIC WORKS	PARKS & REC	OTHER
2009A	638,123	1,155,863	501,959	222,179	369,364
2010A	678,067	1,229,396	626,576	182,453	247,883
2011A	640,553	1,262,035	520,820	226,755	349,473
2012A	591,647	1,309,370	503,876	161,555	336,307
2013A	750,200	1,518,950	676,225	215,670	426,085
2013R	702,245	1,467,240	609,335	165,960	264,285
2014A	788,055	1,560,515	788,595	216,680	390,210

2014 GENERAL FUND OPERATING EXPENDITURES BY DIVISION

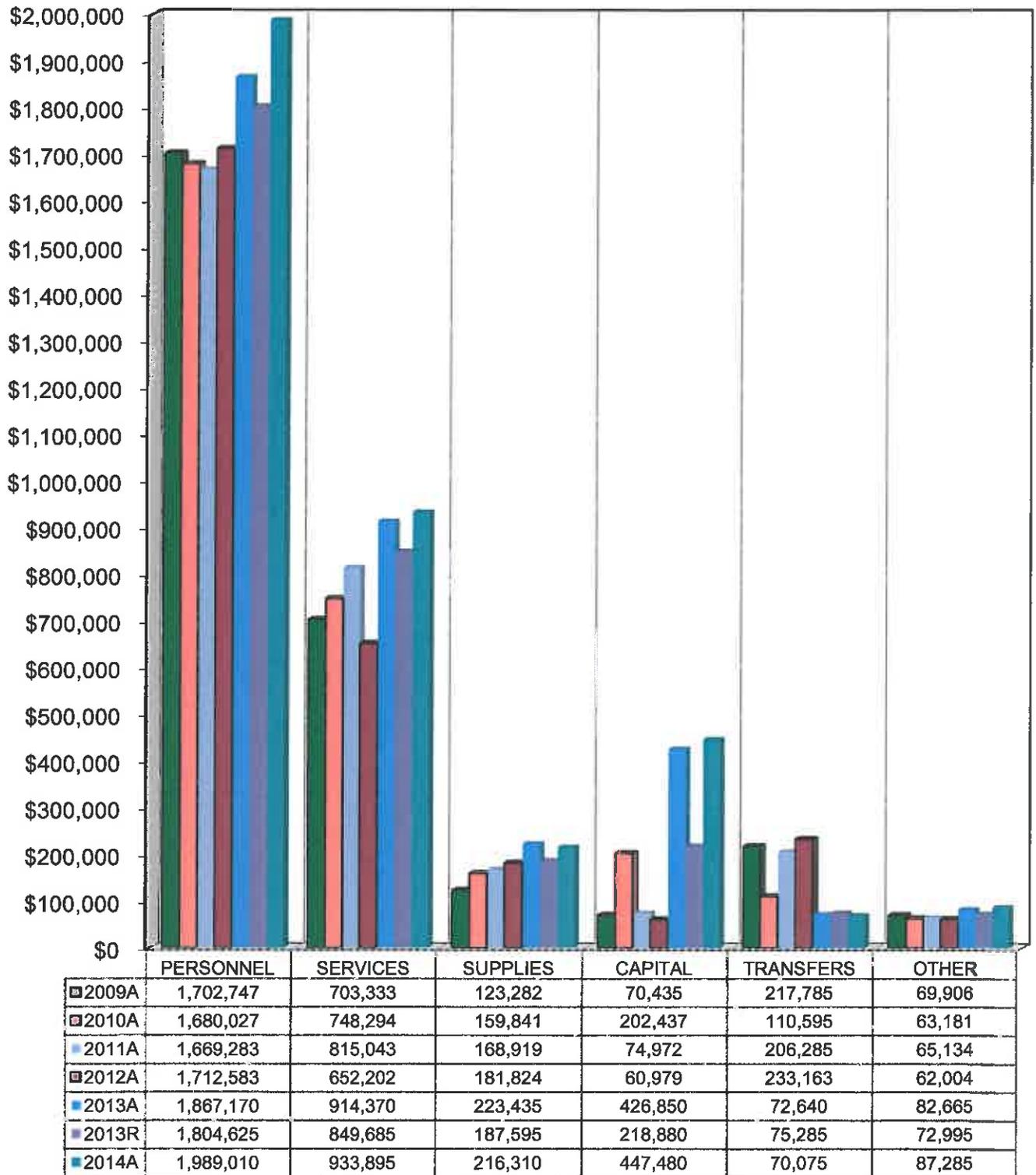


GENERAL FUND OPERATING EXPENDITURES BY DIVISION



	GEN'L GOV'T	PUBLIC SAFETY	PUBLIC WORKS	PARKS & REC	OTHER	TOTAL
2009A	608,728	1,155,863	496,471	186,627	369,364	2,817,053
2010A	640,773	1,195,736	495,093	182,453	247,883	2,761,938
2011A	640,553	1,229,189	511,379	194,070	349,473	2,924,664
2012A	581,627	1,274,301	488,341	161,200	336,307	2,841,776
2013A	636,200	1,294,600	598,725	204,670	426,085	3,160,280
2013R	638,365	1,312,240	609,335	165,960	264,285	2,990,185
2014A	678,555	1,371,535	664,095	192,180	390,210	3,296,575

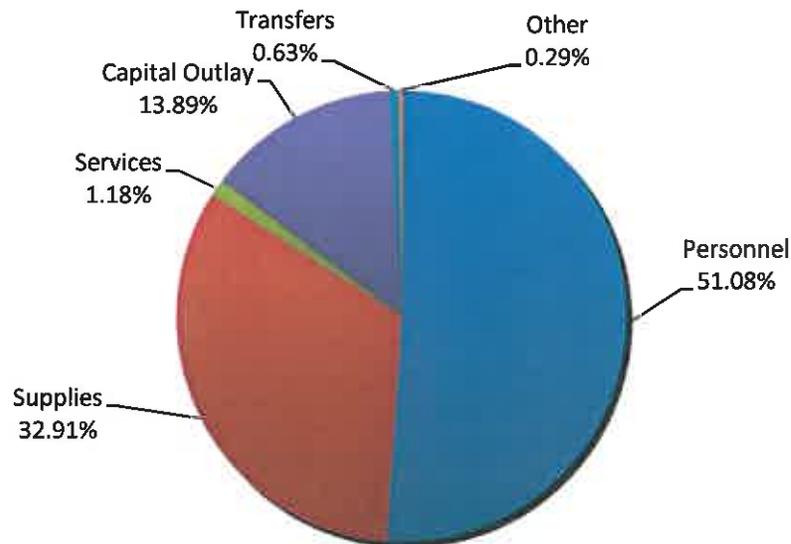
GENERAL FUND TOTAL EXPENDITURES BY TYPE



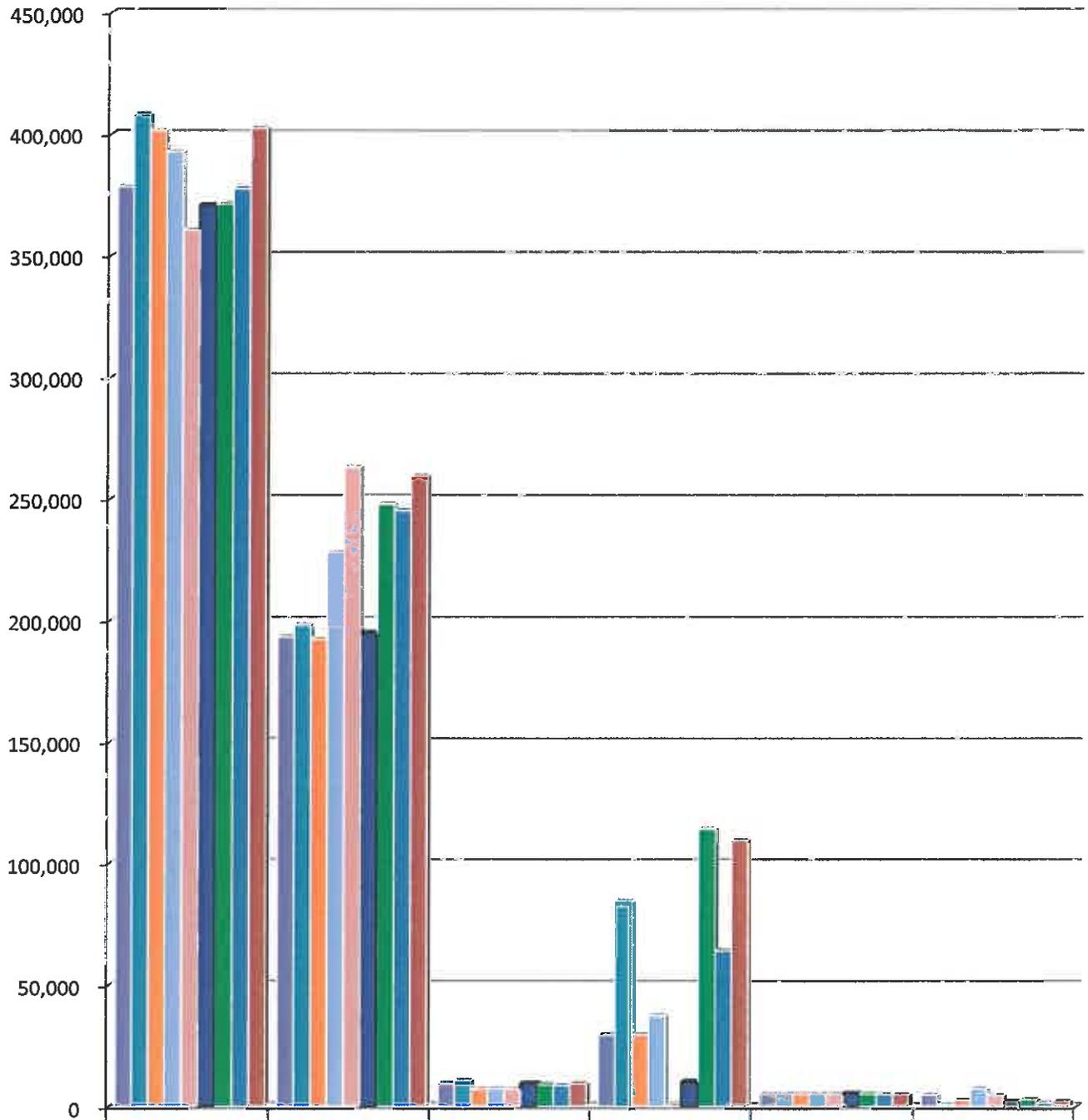
**GENERAL GOVERNMENT
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
TOTAL PERSONNEL		360,763	370,715	371,460	377,775	402,635
	% of Total Department	56.32%	62.66%	49.51%	53.80%	51.08%
	% of Total Personal Services	21.61%	19.85%	19.89%	20.93%	20.24%
TOTAL SERVICES		263,046	194,792	247,855	245,320	259,385
	% of Total Department	41.07%	32.92%	33.04%	34.93%	32.91%
	% of Total Supplies	32.27%	21.30%	27.11%	28.87%	27.77%
TOTAL SUPPLIES		7,046	9,257	8,885	8,720	9,335
	% of Total Department	1.10%	1.56%	1.18%	1.24%	1.18%
	% of Total Services	4.17%	4.14%	3.98%	4.65%	4.32%
TOTAL CAPITAL OUTLAY		0	10,020	114,000	63,880	109,500
	% of Total Department	0.00%	1.69%	15.20%	9.10%	13.89%
	% of Total Capital Outlay	0.00%	2.35%	26.71%	29.18%	24.47%
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
	% of Total Department	0.78%	0.85%	0.67%	0.71%	0.63%
	% of Total Transfers	2.42%	6.88%	6.88%	6.64%	7.14%
TOTAL OTHER		4,698	1,863	3,000	1,550	2,300
	% of Total Department	0.73%	0.31%	0.40%	0.22%	0.29%
	% of Total Other	7.21%	2.25%	3.63%	2.12%	2.64%
TOTAL GENERAL GOVERNMENT		640,553	591,647	750,200	702,245	788,055
	% of General Fund	21.35%	16.49%	20.91%	21.88%	21.05%
	Cost per Capita	\$141.78	\$125.94	\$158.10	\$148.00	\$164.45

GENERAL GOVERNMENT EXPENDITURES BY TYPE



GENERAL GOVERNMENT EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS	OTHER
2007 ACTUAL	378,516	193,227	9,355	29,349	5,000	4,776
2008 ACTUAL	408,415	198,526	10,570	84,425	5,000	831
2009 ACTUAL	401,704	192,309	6,992	29,395	5,000	2,723
2010 ACTUAL	392,984	228,072	7,348	37,294	5,000	7,369
2011 ACTUAL	360,763	263,046	7,046	0	5,000	4,698
2012 ACTUAL	370,715	194,792	9,257	10,020	5,000	1,863
2013 ADOPTED	371,460	247,855	8,885	114,000	5,000	3,000
2013 REVISED	377,775	245,320	8,720	63,880	5,000	1,550
2014 ADOPTED	402,535	259,385	9,335	109,500	5,000	2,300

**GENERAL GOVERNMENT
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	227,986	238,551	242,175	249,320	288,350
	Part-time & Seasonal Salaries	43,720	43,856	37,150	37,920	16,515
	Overtime Salaries	0	187	0	1,895	0
	Fringe Benefits	89,057	88,121	92,135	88,640	97,670
TOTAL PERSONNEL		360,763	370,715	371,460	377,775	402,535
1101	Community Promotion	300	0	125	3,050	3,100
1102	Printing and Publishing	3,401	2,981	3,925	3,175	4,050
1118	Cleaning and Waste Removal	2,156	1,344	1,400	1,400	1,400
1120	Telephone and Postage	5,329	6,216	7,175	7,260	7,425
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	21,780	21,198	24,750	24,000	24,500
1140	Contracted Labor	0	0	2,500	1,000	3,000
1141	Legal Services	68,123	61,436	64,725	69,700	70,000
1142	Engineering Services	10,268	1,723	6,500	5,700	6,500
1143	Other Expert and Professional	102,481	65,984	89,650	80,200	85,150
1150	Insurance and Bonds	3,346	3,178	4,750	3,500	3,750
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	30,234	13,168	18,920	26,800	21,100
1158	Membership and Subscriptions	10,510	11,319	12,525	12,320	13,085
1160	Books and Reference Material	210	218	255	220	255
1161	Data Processing/Office Equip R&M	0	0	0	0	0
1162	Other Charges	645	0	2,650	455	6,650
1186	Taxes and Licenses	780	788	655	700	705
1188	Travel - Mileage, Parking	1,240	2,340	2,400	2,225	2,825
1189	Conferences, Schools, & Training	596	1,955	2,900	2,185	3,540
1190	Lodging, Meals and Per Diem	1,647	944	2,050	1,430	2,350
TOTAL SERVICES		263,046	194,792	247,855	245,320	259,385
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	926	1,243	1,145	1,145	1,145
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	0	0	0	0	0
1340	General Supplies	4,490	7,846	6,940	7,025	7,340
1345	Printed Forms and Supplies	236	0	250	50	250
1358	Office Supplies	1,394	168	500	500	550
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	50	0	50
TOTAL SUPPLIES		7,046	9,257	8,885	8,720	9,335
1501	Land	0	0	0	0	0
1502	Improvements	0	0	99,500	62,500	41,000
1510	Equipment	0	10,020	14,500	1,380	68,500
TOTAL CAPITAL OUTLAY		0	10,020	114,000	63,880	109,500
1790	Transfers Out	5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
1810	Remit Collections/Other Agencies	4,648	1,863	3,000	1,500	2,300
1820	Refunds and Reimbursements	50	0	0	50	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		4,698	1,863	3,000	1,550	2,300
TOTAL GENERAL GOVERNMENT		640,553	591,647	750,200	702,245	788,055

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**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
MAYOR AND COUNCIL						
	Personnel	17,775	16,098	16,015	15,865	17,780
	Services	11,170	11,098	13,125	13,105	13,600
	Supplies	0	145	40	40	40
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MAYOR AND COUNCIL		28,945	27,341	29,180	29,010	31,420
ADMINISTRATION						
	Personnel	164,561	172,749	168,850	169,665	175,555
	Services	5,171	5,604	8,925	7,050	9,500
	Supplies	1,437	1,895	1,780	1,680	1,780
	Capital Outlay	0	10,020	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ADMINISTRATION		171,169	190,268	179,555	178,395	186,835
ELECTIONS						
	Personnel	0	0	0	0	0
	Services	41	4,649	2,395	805	5,090
	Supplies	0	421	200	0	450
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ELECTIONS		41	5,070	2,595	805	5,540
ASSESSING						
	Personnel	0	0	0	0	0
	Services	16,952	17,038	18,000	17,250	17,750
	Supplies	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ASSESSING		16,952	17,038	18,000	17,250	17,750
FINANCE						
	Personnel	114,334	116,060	117,020	121,955	138,020
	Services	18,310	15,247	22,345	20,775	22,605
	Supplies	2,195	2,699	3,215	3,265	3,265
	Capital Outlay	0	0	4,000	1,380	4,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL FINANCE		134,839	134,006	146,580	147,375	167,890

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
LEGAL						
	Personnel	0	0	0	0	0
	Services	59,547	61,166	62,500	65,700	65,000
	Supplies	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL LEGAL		59,547	61,166	62,500	65,700	65,000
TECHNOLOGY DEPARTMENT						
	Personnel	0	0	0	0	0
	Services	2,764	2,575	3,100	2,985	3,100
	Supplies	218	159	300	375	300
	Capital Outlay	0	0	3,000	0	10,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL TECHNOLOGY		2,982	2,734	6,400	3,360	13,400
BUILDING INSPECTION						
	Personnel	0	0	0	0	0
	Services	39,242	21,245	38,625	32,575	30,675
	Supplies	246	99	250	135	300
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	4,698	1,863	3,000	1,550	2,300
TOTAL BUILDING INSPECTION		44,186	23,207	41,875	34,260	33,275
PLANNING AND ZONING						
	Personnel	59,266	60,947	62,730	66,850	67,025
	Services	43,021	6,550	19,175	19,250	31,100
	Supplies	741	1,946	700	450	700
	Capital Outlay	0	0	7,500	0	54,500
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	0	0	0	0	0
TOTAL PLANNING & ZONING		108,028	74,443	95,105	91,550	158,325

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
LIBRARY BLDG. MAINTENANCE						
	Personnel	1,816	2,178	2,520	2,005	2,465
	Services	44,716	35,261	43,700	44,795	44,450
	Supplies	843	743	900	1,275	1,000
	Capital Outlay	0	0	37,000	0	41,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL LIBRARY BLDG. MAINT.		47,375	38,182	84,120	48,075	88,915
CITY HALL BUILDING						
	Personnel	3,011	2,683	4,325	1,435	1,690
	Services	22,112	14,359	15,965	21,030	16,515
	Supplies	1,366	1,150	1,500	1,500	1,500
	Capital Outlay	0	0	62,500	62,500	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL CITY HALL BUILDING		26,489	18,192	84,290	86,465	19,705
TOTAL DIVISION						
	Personnel	360,763	370,715	371,460	377,775	402,535
	Services	263,046	194,792	247,855	245,320	259,385
	Supplies	7,046	9,257	8,885	8,720	9,335
	Capital Outlay	0	10,020	114,000	63,880	109,500
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	4,698	1,863	3,000	1,550	2,300
TOTAL DIVISION		640,553	591,647	750,200	702,245	788,055

BUDGET NOTES

PERSONNEL

Council salaries are at the annual rate of \$3,605 for the Mayor and \$3,090 for Council members for all years presented. The last increase was approved in 1998 effective for 1999. The budgets presented also include an increase approved in 2004 that provides \$40 for each special meeting, up to a maximum of 10 meetings per year. By state statute increases in council salaries can only become effective in the year after an election for council. Even though 2012 was an election year, there was no action to increase in salaries for 2013. The reduction in 2012 and 2013 is due to one of the members foregoing their salary. . The Council has determined to contribute that salary amount to the Historical Society and the Princeton Library from the Liquor Store. The member began accepting their payment during 2013, and the budget for 2013R and 2014 have been adjusted to reflect that change

SERVICES

- 1101** - an allocation for the Council to participate in publications or activities promoting the organization or community.
- 1102** - an allocation for certificates of appreciation to various boards' members.
- 1120** - special mailings requested by the Council. There are no mailings budgeted for either year.
- 1158** - membership to the League of Minnesota Cities (LMC) and the Coalition of Greater Minnesota Cities (CGMC) and the Mayors Association. Some of the dues to are allocated to Community Development for annexation issues and to the Sanitary Sewer Fund for pollution issues. There is an increase in 2013 for a dues increase from LMC and CGMC.
- 1162** - has money for the Mayor's Contingency Fund which includes amounts for flowers and service acknowledgments, which was initiated by the Council in 1983.
- 1188, 1189, 1190** - Council members' attendance at League of Minnesota Cities' and Coalition of Greater Minnesota Cities' conferences and/or workshops. This has been increased gradually over the past few years for increased council training.

SUPPLIES

- 1340** - Council nameplates, nametags, and miscellaneous.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	16,516	14,949	14,875	14,735	16,515
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,259	1,149	1,140	1,130	1,265
TOTAL PERSONNEL		17,775	16,098	16,015	15,865	17,780
1101	Community Promotion	300	--	125	50	100
1102	Printing and Publishing	--	204	150	150	150
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	8,763	9,576	10,500	10,755	11,000
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	145	--	150	100	150
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	572	368	500	600	500
1189	Conferences, Schools, & Training	396	550	1,000	750	1,000
1190	Lodging, Meals and Per Diem	994	400	700	700	700
TOTAL SERVICES		11,170	11,098	13,125	13,105	13,600
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	145	40	40	40
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	145	40	40	40
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL MAYOR/CITY COUNCIL		28,945	27,341	29,180	29,010	31,420

BUDGET NOTES

PERSONNEL

This department includes the City Administrator, the Deputy City Clerk and 1/3 of the Community Development Secretary (accounting for the receptionist duties of this position). They coordinate the activities of all the departments and consultants. Eight percent (8%) of the administrator's salary is allocated to the liquor fund as an estimate of the amount of time this person devotes to liquor administration duties. The budget document has the Community Development Secretary costs equally allocated between this department, the planning and zoning department and the EDA Fund. Due to the budgetary constraints caused by the LGA reductions and the economy, the amounts here as in all other departments from 2011A through 2013R include a 40-hour per year furlough and do not provide for a cost of living adjustment (COLA) increase for 2010 or 2011. Any COLA increase for 2014 will be shown in the unallocated department (4930) budget. This increase will be allocated to the various departments and funds in the revised budget after the amount of the COLA is determined. Any increase in 2014 will be part of the increase shown in 4930. This will be the case through the budget document. The increase in 2012A is due to the cost of salaries for two individuals during a transition period upon the resignation of the prior clerk.

SERVICES

- 1102 - costs of publications including the publication of ordinances. An amount is also included for the semi-annual printing and distribution of the City newsletter. Although this budget was reduced to save money, there is a small amount remaining that would go towards paying for one publication a year.
- 1120 - stamps and allocation of phone service costs based on number of personnel and estimated usage of the phone lines.
- 1141 - expert legal consultation if needed.
- 1143 - other expert assistance if needed.
- 1154 - repairs of office equipment in this department.
- 1158 - memberships and subscriptions to government professional organizations.
- 1160 - directories and other reference books.
- 1162 - an amount for small miscellaneous charges. The amount in 2013 and 2014 Adopted is for training materials and costs for council/staff training.
- 1186 - recording of notary certification for the office staff and county charges for parcel listing.
- 1188, 1189, and 1190 - covers the cost of training meetings and conferences. The amount in 2011 reflects a reduction by eliminating one of the CGMC conferences. The increase in 2013 and 2014A is to add a weeklong training for the City Clerk. This was for third year of a three year MCFOA clerk certification program for the prior clerk and the first year of the program for the new clerk.

SUPPLIES

- 1320 - the uniform costs of the Deputy Clerk and 1/3 of the Community Development Secretary.
- 1340 - supplies and small office tools and equipment.
- 1345 - license and application forms.
- 1358 - office supplies.
- 1382 - amounts for office equipment and tools.

CAPITAL OUTLAY

- 1510 - The 2012Actual has \$10,020 for a new multi-purpose copier.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	124,100	131,872	125,540	130,555	135,290
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	187	--	--	--
	Fringe Benefits	40,461	40,690	43,310	39,110	40,265
TOTAL PERSONNEL		164,561	172,749	168,850	169,665	175,555
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	1,221	739	1,000	500	1,000
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,338	1,789	2,100	2,085	2,100
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	270	--	1,600	500
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	950	339	500	250	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	49	137	150	75	150
1158	Membership and Subscriptions	250	255	255	255	255
1160	Books and Reference Material	154	154	180	170	180
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	2,000	--	2,000
1186	Taxes and Licenses	308	--	140	140	140
1188	Travel - Mileage, Parking	170	677	700	775	775
1189	Conferences, Schools, & Training	200	715	1,000	700	1,000
1190	Lodging, Meals and Per Diem	531	529	900	500	900
TOTAL SERVICES		5,171	5,604	8,925	7,050	9,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	558	700	580	580	580
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	364	1,174	1,000	1,000	1,000
1345	Printed Forms and Supplies	--	--	50	--	50
1358	Office Supplies	515	21	100	100	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	50	--	50
TOTAL SUPPLIES		1,437	1,995	1,780	1,680	1,780
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	10,020	--	--	--
TOTAL CAPITAL OUTLAY		0	10,020	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL ADMINISTRATION		171,169	190,268	179,555	178,395	186,835

BUDGET NOTES

The 2012A reflects the costs for the primary and general elections. Since there were no special elections in 2011 the actual has amounts for mileage. The 2013A has amounts for a possible referendum or special election and for maintenance payments on the ballot machine. The 2014 Adopted and Revised budgets are for the primary and general elections.

PERSONNEL

Although the Deputy Clerk devotes substantial time to elections, the wage payments are recorded in the Administration department and overtime is usually taken as comp time.

SERVICES

- 1143** - payments to election judges of \$10 per hour for and head election judges of \$10.50 per hour for their training and service.
- 1154** - has an amount for repairs and specialized programming of the ballot machine if required This has been increased from previous years, due to the need for two ballot machines required by HAVA.
- 1162** - ballots and other charges by the county.
- 1188** - mileage to Milaca and Elk River for training workshops and pick-up and return of the ballots.
- 1189** - payment for training costs.

SUPPLIES

- 1340** - the City's share of county election costs and any supplies needed for the election, including refreshments for the judges.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	74	75	--	100
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	1	3,184	1,700	--	3,200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	417	420	800	800
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	5	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	40	534	200	--	550
1189	Conferences, Schools, & Training	--	440	--	--	440
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		41	4,649	2,395	805	5,090
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	421	200	--	450
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	421	200	0	450
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL ELECTIONS		41	5,070	2,595	805	5,540

BUDGET NOTES

The City is billed on a per parcel basis by both the Mille Lacs and Sherburne County Assessors for assessing duties. The budgets have been increased for additional parcels and the continuing service cost increases from the counties.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	16,952	17,038	18,000	17,250	17,750
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		16,952	17,038	18,000	17,250	17,750
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL ASSESSING		16,952	17,038	18,000	17,250	17,750

BUDGET NOTES

PERSONNEL

This department includes the Finance Director and Finance Clerk. The cost allocation for these two positions has 67% of the Finance Clerk costs here and 33% in liquor, while 90% of the Finance Director cost is budgeted here and the remaining 10% allocated to the liquor fund. This cost allocation is based on an approximation of time devoted to accounting procedures for the liquor store. The reduced amount beginning in 2011 is due to the new employee at a lower rate and that the position was scheduled for 32 hours per week in 2011 through 2013. Beginning in 2014, the Clerk position is once again full-time and the budget reflects this change.

SERVICES

- 1102** - represents the cost of printing the annual financial statement and budget summary as required by law.
- 1120** - stamps, plus 33% of the telephone lines, 33% of the fax line, and long distance toll charges.
- 1143** - this represents the partial cost of the annual audit. A portion of the cost of the audit is allocated to each of the Enterprise Funds; the fire department since a portion of that department's cost is allocated to the townships, and other major funds that share in audit time and expense.
- 1154** - repairs to computers or other equipment used in this department. The finance software agreement specifies a contract amount for maintenance and updates.
- 1158** - the Government Finance Officers Association dues and other subscriptions.
- 1160** - books and reference material, is for finance related reference books.
- 1162** - the safe deposit box.
- 1188, 1189, and 1190** - for training courses or seminars and associated travel costs. The increase in 2013A is costs associated with allowing the finance clerk attend the MCFOA convention.

SUPPLIES

- 1320** - uniform cost for the finance clerk.
- 1340** - the cost of forms needed for the department such as vouchers, purchase orders, time cards, tax forms, checks, computer paper, as well as other supplies.
- 1358** - pens, calculator ribbons and other miscellaneous supplies. The increase in 2011A and 2013 and 2014 is due to printer ink usage.

CAPITAL OUTLAY

- 1510** - The 2013 and 2014 Adopted is for possible additional software or any required hardware upgrade. The amount in 2013R is for the cost of a new computer for the finance program.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	55,613	56,999	63,615	66,150	98,240
	Part-time & Seasonal Salaries	27,204	28,152	22,275	23,185	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	31,517	30,909	31,130	32,620	39,780
TOTAL PERSONNEL		114,334	116,060	117,020	121,955	138,020
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	1,361	1,222	2,000	1,825	2,000
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	933	1,601	1,900	2,075	2,150
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	11,210	7,485	12,500	11,200	12,500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	4,442	4,517	4,700	4,700	4,700
1158	Membership and Subscriptions	160	160	170	160	180
1160	Books and Reference Material	56	64	75	50	75
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	50	--	50
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	148	173	300	250	300
1189	Conferences, Schools, & Training	--	25	300	285	300
1190	Lodging, Meals and Per Diem	--	--	350	230	350
TOTAL SERVICES		18,310	15,247	22,345	20,775	22,605
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	228	384	415	415	415
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,221	2,204	2,500	2,500	2,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	746	111	300	350	350
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		2,195	2,699	3,215	3,265	3,265
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	4,000	1,380	4,000
TOTAL CAPITAL OUTLAY		0	0	4,000	1,380	4,000
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL FINANCE		134,839	134,006	146,580	147,375	167,890

BUDGET NOTES

The Dove, Fretland & VanValkenburg law firm provides legal services for the City of Princeton. This firm was selected through a Request for Proposal (RFP) process done in 1997 and again in 2005. Both the Civil and Criminal Legal departments are combined in this one department. The budget contains the base contract plus additional expenses for special project requirements and out-of-pocket cost reimbursements. The amounts have increased beginning in 2008 based on a request by the law firm to cover additional costs incurred from an increasing workload. The amount in 2012A is for the estimated costs associated with an appeal of one of the court cases. Appeals are not included in the retainer and are therefore, an increase in the fees.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	59,547	61,166	62,500	65,700	65,000
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		59,547	61,166	62,500	65,700	65,000
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL LEGAL		59,547	61,166	62,500	65,700	65,000

BUDGET NOTES

This department was established in 1997 to account for costs of the City Hall computer network system. Since this network and the equipment involved are used by several departments in the sharing of information between the departments, allocation of costs to specific departments would be difficult and arbitrary.

SERVICES

1120 - DSL internet access.

1143 - expert or professional time for the installation or maintenance of the network or related equipment. Also included are web-site hosting charges.

1154 - repairs or maintenance to the equipment assigned to this department.

SUPPLIES

1340 - printer toners, imaging drums, ribbons and CD-ROM's and other miscellaneous items.

CAPITAL OUTLAY

1510 - purchase of equipment. The amount in the 2013 Adopted budget was for purchase and installation of a projector and laptop computer for presentations. We have been able to borrow this equipment from the fire department, but as the use of this type of equipment increases, additional equipment at City Hall would be helpful. The amount in 2014 Adopted is for the hardware and software needed to change to a current operating system since the one currently used by most machines is no longer going to be supported by the company.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	571	577	600	585	600
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	976	849	1,000	1,000	1,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,217	1,149	1,500	1,400	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		2,764	2,575	3,100	2,985	3,100
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	218	159	300	375	300
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		218	159	300	375	300
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	3,000	--	10,000
TOTAL CAPITAL OUTLAY		0	0	3,000	0	10,000
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL TECHNOLOGY DEPT.		2,982	2,734	6,400	3,360	13,400

BUDGET NOTES

The Building Official inspects new or remodeling construction for building code compliance. This department is intended to be self-sufficient in that it is financed entirely from permit fees. The personnel section is blank because the City contracts with Metro West Inspection Services for its building official duties. This private contract basis for inspection services began in 1991.

Beginning with the 2002 budget this department was relocated from the Public Safety division to the General Government division. This was done to associate the building inspection department with Planning and Zoning as part of a larger Community Development section.

SERVICES

1120 - a portion of the phone lines plus any postage.

1143 - costs of the contract with Metro West. The Metro West contract payments are based on permit fees. Upon final inspection of each permit, the City pays Metro West 30% of the building permit fees. The percentage is increased in 2014 to 32%. On projects valued at over \$1,000,000; the city pays only 20% of the permit fees to Metro West. As such, any increase or decrease in contract payments is directly related to the number and amount of building permits.

1158 - would be for membership in area building associations and subscriptions to building code updates.

1162 - represents the return, after satisfactory completion, of deposits required if lawn or driveway requirements have not been made when a Certificate of Occupancy is issued.

SUPPLIES

1340 - supplies for the department.

1345 - permits, inspection forms, and other required forms.

OTHER

1810 - surcharge collected on building permits. This surcharge must be remitted to the State of Minnesota. This figure is based on the estimated revenues from permits in each of the budget years.

1820 - refunds of the permit fees paid when the permit is issued but not used by the company or individual.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	297	298	325	325	325
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	38,823	20,694	38,000	32,000	30,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	122	253	100	150	150
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	200	100	200
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		39,242	21,245	38,625	32,575	30,675
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	10	93	50	85	100
1345	Printed Forms and Supplies	236	--	200	50	200
1358	Office Supplies	--	6	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		246	99	250	135	300
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	4,648	1,863	3,000	1,500	2,300
1820	Refunds and Reimbursements	50	--	--	50	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		4,698	1,863	3,000	1,550	2,300
TOTAL BUILDING INSPECT.		44,186	23,207	41,875	34,260	33,275

BUDGET NOTES

PERSONNEL

The Community Development Planner devotes a portion of time to zoning administration and Planning Commission matters and a portion to economic development matters. Therefore, 60% of the personnel costs of the Planner are budgeted in this department with the balance included in the Economic Development Authority Fund (Fund 600). Also included, is one-third of the Community Development Secretary. The balance of the secretary costs is equally divided in the Administration department and the Economic Development Authority Fund.

SERVICES

- 1102** - publication charges for public hearings of the Planning Commission, which are mostly covered by the application fees. Ordinance amendments are not covered by application fees.
- 1120** - postage for hearing notices and an allocation of phone calls and service costs within this department.
- 1140** - the amount in 2013A is to provide funding for an intern to assist with some tasks in the department. The intern position was filled and the costs are in the personnel section. The amount in 2014A is for another intern.
- 1141** - this is for legal zoning issues. The large amount in 2011A is due to work regarding the request for detachment and the establishment of the Rural Taxing District. The increase in 2014A is for legal review of the potential subdivision ordinance update.
- 1142** - engineer review of plats or developments. The large amount in 2011A is due to the 1000 Friends grant received for community planning consulting activities. Since 2001 every effort is made to require reimbursement from the developer; however, there are increasing needs for general engineering consultations for code and standards updating and general development consultation and subdivision ordinance update.
- 1143** - funds for paying Planning Commission members \$10 per meeting attended. This was increased to \$20 per meeting in 2007. This was changed back to \$10 on a temporary basis due to budgetary concerns. The large amount in 2011A is for consultant work on the detachment request. The amount in 2014 is to contract for aerial photos of the community to assist in planning.
- 1154** - repairs and maintenance for the mapping computer, program and printer.
- 1158** - subscriptions to planning and zoning newsletters. The Planner's membership in the APA and AICP are included. This has been increased for allocation of CGMC dues involving the annexation work of the CGMC.
- 1160** - code books and other required information for reference.
- 1162** - is for small planning or zoning studies or research projects. The increase in 2014A is for possible engineer costs associated with the subdivision ordinance update.
- 1186** - county recording fees on various items.
- 1188, 1189, and 1190** - attendance at Planning and Zoning institutes to keep updated on the latest state and national laws for the Zoning Administrator and Planning Commission members.

SUPPLIES

- 1320** - allocation of Development Secretary's uniform expense.
- 1340** - paper and ink cartridges for plotter and other miscellaneous supplies.
- 1358** - office supplies.

CAPITAL OUTLAY

- 1510** - 2013A has \$5,000 for GIS work for sewer locations and \$2,500 for general GIS and map updates. This was not completed in 2013 and is therefore included in 2014A along with \$20,000 for a subdivision ordinance update, \$2,000 for the final location and installation of the Princeton sign, and \$25,000 for the City share of joint City – School District community sign.

TRANSFERS

- 1790** - transfer to the Economic Development Authority.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	44,882	46,777	48,270	50,215	51,870
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	1,895	--
	Fringe Benefits	14,384	14,170	14,460	14,740	15,155
TOTAL PERSONNEL		59,266	60,947	62,730	66,850	67,025
1101	Community Promotion	--	--	--	3,000	3,000
1102	Printing and Publishing	819	742	700	700	800
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	650	541	650	650	650
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	2,500	1,000	3,000
1141	Legal Services	8,576	--	2,225	2,400	4,500
1142	Engineering Services	10,268	1,723	6,500	5,700	6,500
1143	Other Expert and Professional	19,296	454	2,500	2,500	4,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	805	405	450	450	450
1158	Membership and Subscriptions	1,215	1,075	1,500	1,000	1,500
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	500	--	250	250	4,250
1186	Taxes and Licenses	460	782	500	550	550
1188	Travel - Mileage, Parking	310	588	700	600	700
1189	Conferences, Schools, & Training	--	225	600	450	800
1190	Lodging, Meals and Per Diem	122	15	100	--	400
TOTAL SERVICES		43,021	6,550	19,175	19,250	31,100
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	140	159	150	150	150
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	468	1,757	450	250	450
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	133	30	100	50	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		741	1,946	700	450	700
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	7,500	--	54,500
TOTAL CAPITAL OUTLAY		0	0	7,500	0	54,500
1790	Transfers Out	5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL PLANNING & ZONING		108,028	74,443	95,105	91,550	158,325

BUDGET NOTES

This department is for the maintenance of the Library building, and was established when the facility opened in 1994.

PERSONNEL

The personnel costs are for time spent by the Public Works crew in the building for repairs and for lawn and sidewalk maintenance. With the resignation of the custodian and budgetary pressures the position was left unfilled, and the city entered into a contract with Central Minnesota Custodial to complete many of the custodial duties for the Library and City Hall.

SERVICES

1118 - floor and carpet protection mats and for specialized cleaning, such as carpet cleaning.

1120 - the public pay phone costs.

1136 - electric and natural gas utilities for the building. The increases are for the continuing increase in utility rates.

1143 - security system monitoring. This is where the custodial contract payments are included.

1150 - the allocation of insurance premiums for the facility.

1154 - includes an allocation of the maintenance contract with McDowell Comfort for the HVAC system. The large amount in 2011A was partially due to replacing the carpeting in the Community Room. 2013A contains \$3,500 for replacement hardware for one of the sets of doors.

1186 - solid waste costs assessed by the County.

1188 - mileage reimbursements for the custodian. This is terminated with the new custodial contract.

SUPPLIES

1340 - general building supplies, such as cleaners or paper products.

CAPITAL OUTLAY

1510 - 2013 has \$32,000 for carpet replacement in the main library area. This was not done in 2013 and is again budgeted in 2014A along with \$5,000 for a replacement window on the east side of the building.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	1,327	1,287	1,750	1,400	1,750
	Part-time & Seasonal Salaries	--	366	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	489	525	770	605	715
TOTAL PERSONNEL		1,816	2,178	2,520	2,005	2,465
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	2,156	1,344	1,400	1,400	1,400
1120	Telephone and Postage	770	705	800	770	800
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	14,692	14,246	16,500	15,750	16,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	10,843	12,417	11,750	12,500	12,500
1150	Insurance and Bonds	3,346	3,178	4,750	3,500	3,750
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	12,909	3,371	8,500	10,875	10,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		44,716	35,261	43,700	44,795	44,450
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	843	743	900	1,275	1,000
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		843	743	900	1,275	1,000
1501	Land	--	--	--	--	--
1502	Improvements	--	--	37,000	--	41,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	37,000	0	41,000
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL	LIBRARY BLDG. MAINTENANCE	47,375	38,182	84,120	48,075	88,915

BUDGET NOTES

PERSONNEL

The amounts in this section are for time the Public Works employees on building repair, yard work, painting and other maintenance. Beginning in 2009, with the resignation of the custodian and budgetary pressures, the position was left unfilled, and the city entered into a contract with Central Minnesota Custodial to complete many of the custodial duties for the Library and City Hall.

SERVICES

- 1118 - special cleaning including contract carpet cleaning.
- 1120 - costs of the City Hall pay phone.
- 1136 - costs for utilities. The increases are for utility rate increases.
- 1143 - beginning with 2009A, this is for the custodial contract expenses.
- 1154 - parts and repairs to building and building equipment. This also includes a portion of the HVAC maintenance agreement for City facilities.
- 1186 - solid waste costs assessed by the County.

SUPPLIES

- 1340 - general supplies such as toilet paper, hand towels, cleaning solutions, light bulbs, etc.

CAPITAL OUTLAY

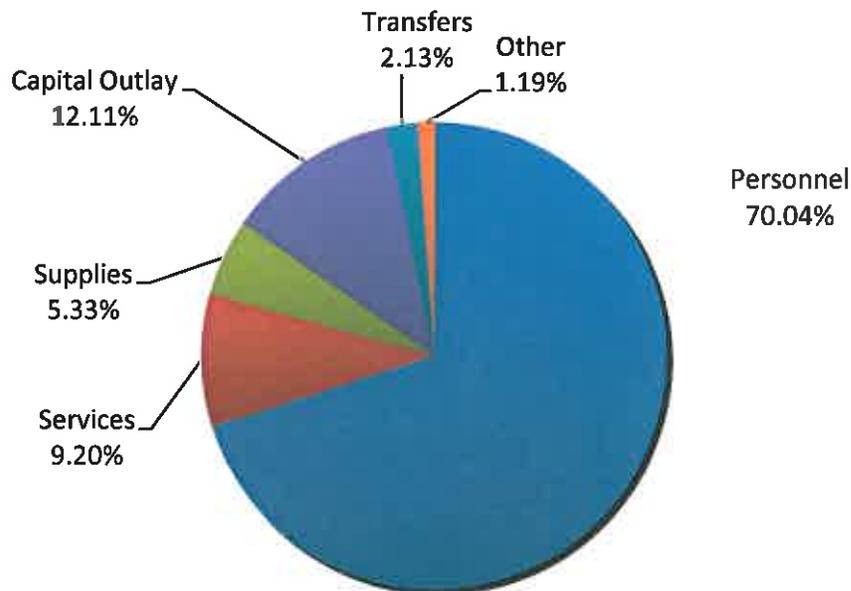
- 1502 - 2012A has \$56,000 for replacement of the roof according to a new estimate. This was not done in 2012 but is being carried forward in the budget for 2013. The amount has been adjusted to include an amount to replace the entire roof for City Hall and the Police department.
- 1510 - 2012A has \$20,000 for a radio upgrade that has been down scaled since the mandate to change to 800Mh may only include the emergency service departments. This was not done in 2012.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	2,064	1,616	3,000	1,000	1,200
	Part-time & Seasonal Salaries	--	389	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	947	678	1,325	435	490
TOTAL PERSONNEL		3,011	2,683	4,325	1,435	1,690
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	770	705	800	770	800
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	7,088	6,952	8,250	8,250	8,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	3,430	3,524	3,700	3,500	3,700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	10,812	3,172	3,200	8,500	3,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	12	6	15	10	15
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		22,112	14,359	15,965	21,030	16,515
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,366	1,150	1,500	1,500	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		1,366	1,150	1,500	1,500	1,500
1501	Land	--	--	--	--	--
1502	Improvements	--	--	62,500	62,500	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	62,500	62,500	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL	LIBRARY BLDG MAINTENANCE	26,489	18,192	84,290	86,465	19,705

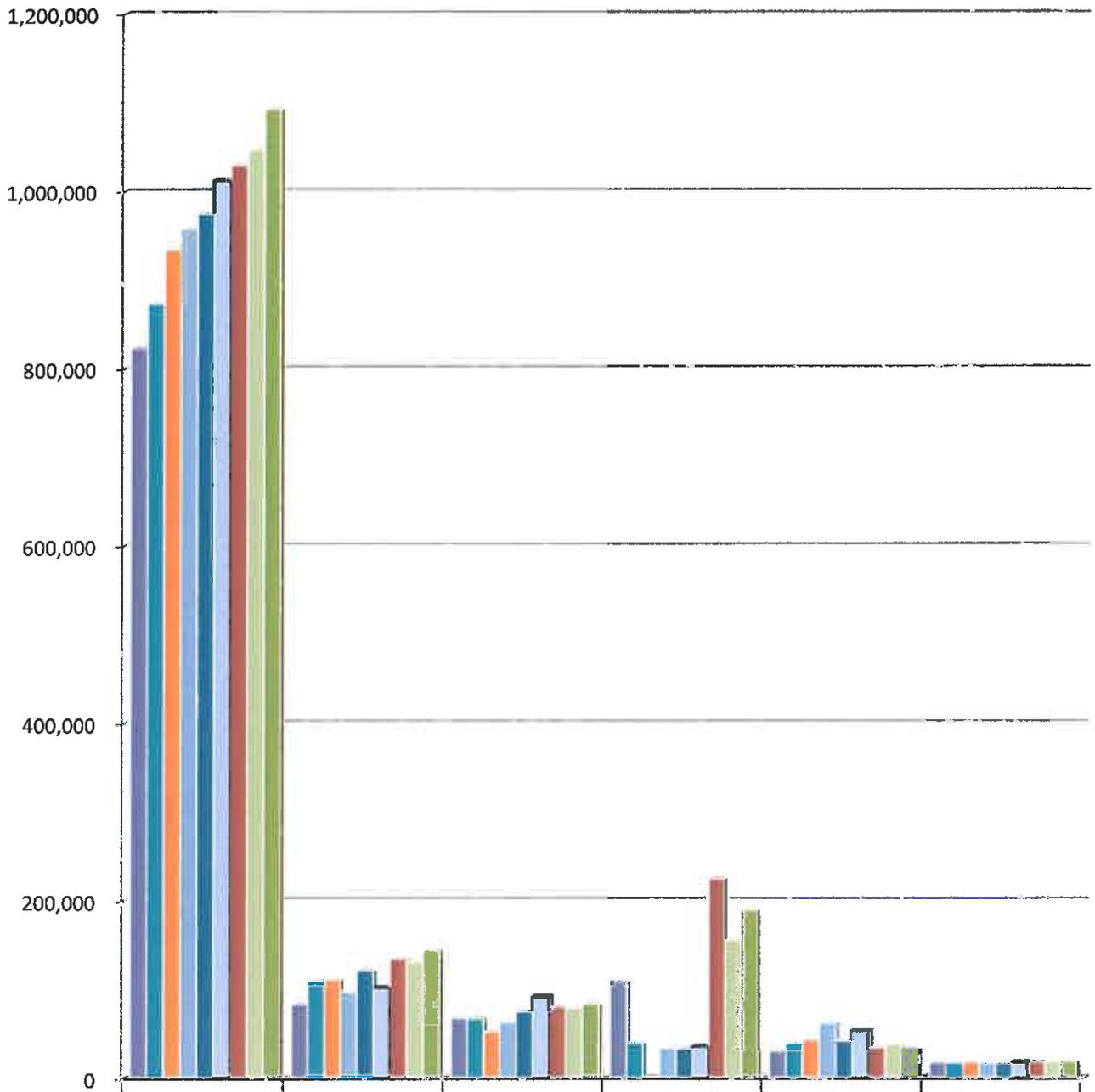
**PUBLIC SAFETY
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
TOTAL PERSONNEL		975,130	1,011,734	1,029,310	1,047,750	1,092,990
	% of Total Department	77.27%	77.27%	67.76%	71.41%	70.04%
	% of Total Personal Services	58.42%	59.08%	55.13%	58.06%	54.95%
TOTAL SERVICES		120,865	101,389	133,820	130,200	143,570
	% of Total Department	9.58%	7.74%	8.81%	8.87%	9.20%
	% of Total Supplies	14.83%	15.55%	14.64%	15.32%	15.37%
TOTAL SUPPLIES		74,659	91,211	79,900	78,750	83,125
	% of Total Department	5.92%	6.97%	5.26%	5.37%	5.33%
	% of Total Services	44.20%	50.16%	35.76%	41.98%	38.43%
TOTAL CAPITAL OUTLAY		32,846	35,069	224,350	155,000	188,980
	% of Total Department	2.60%	2.68%	14.77%	10.56%	12.11%
	% of Total Capital Outlay	43.81%	57.51%	52.56%	70.82%	42.23%
TOTAL TRANSFERS		41,535	52,457	33,535	37,505	33,275
	% of Total Department	3.29%	4.01%	2.21%	2.56%	2.13%
	% of Total Transfers	20.13%	22.50%	46.17%	49.82%	47.48%
TOTAL OTHER		17,000	17,510	18,035	18,035	18,575
	% of Total Department	1.35%	1.34%	1.19%	1.23%	1.19%
	% of Total Other	26.10%	28.24%	21.82%	24.71%	21.28%
TOTAL PUBLIC SAFETY DIVISION		1,262,035	1,309,370	1,518,950	1,467,240	1,560,515
	% of General Fund	42.07%	45.11%	42.34%	45.72%	41.68%
	Cost per Capita	\$279.33	\$278.71	\$320.12	\$309.22	\$325.65

PUBLIC SAFETY EXPENDITURES BY TYPE



PUBLIC SAFETY EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EX P	OTHER	TRANSFERS
2007 ACTUAL	823,617	82,650	67,577	109,791	30,105	17,000
2008 ACTUAL	873,589	109,730	68,023	39,089	39,621	15,950
2009 ACTUAL	934,265	110,429	51,889	0	42,280	17,000
2010 ACTUAL	957,868	96,822	62,651	33,660	61,395	17,000
2011 ACTUAL	975,130	120,865	74,659	32,846	41,535	17,000
2012 ACTUAL	1,011,734	101,389	91,211	35,069	52,457	17,510
2013 ADOPTED	1,029,310	133,820	79,900	224,350	33,535	18,035
2013 REVISED	1,047,750	130,200	78,750	155,000	37,505	18,035
2014 ADOPTED	1,092,990	143,570	83,125	188,980	33,275	18,575

**PUBLIC SAFETY
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	629,961	645,539	659,850	680,165	707,175
	Part-time & Seasonal Salaries	65,038	75,302	74,000	70,000	74,000
	Overtime Salaries	21,055	19,117	16,000	16,000	16,000
	Fringe Benefits	259,076	271,776	279,460	281,585	295,815
TOTAL PERSONNEL		975,130	1,011,734	1,029,310	1,047,750	1,092,990
1101	Community Promotion	0	0	0	0	0
1102	Printing and Publishing	360	128	500	400	800
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	5,434	5,468	7,500	7,500	8,500
1134	Radio and Pager Charges	901	1,713	3,000	2,500	3,000
1136	Utilities	19,245	18,098	21,070	20,470	24,070
1140	Contracted Labor	2,377	3,224	3,000	4,000	4,000
1141	Legal Services	0	34	0	0	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	8,075	4,292	8,750	10,000	8,200
1150	Insurance and Bonds	21,837	18,841	26,000	22,000	25,000
1152	Tire Purchases and Repairs	963	2,018	2,500	2,500	2,500
1154	Maintenance and Repair	21,680	22,267	24,000	28,700	25,000
1158	Membership and Subscriptions	2,540	1,958	3,000	3,100	3,000
1160	Books and Reference Material	0	0	200	0	200
1161	Data Processing/Office Equip R&I	13,654	12,110	15,500	15,500	18,500
1162	Other Charges	6,610	6,103	7,000	6,180	8,000
1186	Licenses	2,933	586	1,200	850	1,200
1188	Travel - Mileage, Parking	49	355	500	400	500
1189	Conferences, Schools, & Training	13,531	3,280	7,500	3,000	7,500
1190	Lodging, Meals and Per Diem	676	914	2,600	3,100	3,600
TOTAL SERVICES		120,865	101,389	133,820	130,200	143,570
1306	Auto Operating Fluids	261	142	250	250	350
1320	Uniforms	7,493	8,916	9,400	10,150	10,150
1324	Diesel Fuel	4,532	4,714	5,500	4,500	5,000
1338	Gasoline	36,074	37,396	39,500	37,500	38,500
1340	General Supplies	10,444	25,265	3,900	4,200	4,975
1345	Printed Forms and Supplies	133	393	300	300	500
1358	Office Supplies	1,385	1,716	1,400	2,200	3,000
1360	Safety Program Supplies	1,959	3,188	5,500	4,500	5,500
1382	Small Tools and Equipment	12,378	9,481	14,150	15,150	15,150
TOTAL SUPPLIES		74,659	91,211	79,900	78,750	83,125
1501	Land	0	0	0	0	0
1502	Improvements	0	0	0	0	0
1510	Equipment	32,846	35,069	224,350	155,000	188,980
TOTAL CAPITAL OUTLAY		32,846	35,069	224,350	155,000	188,980
1790	Transfers Out	41,535	52,457	33,535	37,505	33,275
TOTAL TRANSFERS		41,535	52,457	33,535	37,505	33,275
1810	Remit Collections for Other Agen	17,000	17,510	18,035	18,035	18,575
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		17,000	17,510	18,035	18,035	18,575
TOTAL PUBLIC SAFETY		1,262,035	1,309,370	1,518,950	1,467,240	1,560,515

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**PUBLIC SAFETY
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
POLICE						
	Personnel	901,927	931,584	946,230	969,670	1,010,410
	Services	53,290	48,791	60,350	54,250	64,350
	Supplies	51,963	65,905	49,450	49,000	51,250
	Capital Outlay	32,846	35,069	224,350	155,000	188,980
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL POLICE		1,040,026	1,081,349	1,280,380	1,227,920	1,314,990
FIRE PROTECTION						
	Personnel	72,126	79,073	82,000	77,000	81,500
	Services	64,827	50,442	68,650	70,180	74,950
	Supplies	22,696	25,248	30,050	29,550	31,400
	Capital Outlay	0	0	0	0	0
	Transfers	41,535	52,457	33,535	37,505	33,275
	Other	17,000	17,510	18,035	18,035	18,575
TOTAL FIRE PROTECTION		218,184	224,730	232,270	232,270	239,700
EMERGENCY MANAGEMENT						
	Personnel	1,077	1,077	1,080	1,080	1,080
	Services	64	64	1,570	3,770	1,570
	Supplies	0	0	400	200	400
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL EMERGENCY MGMT.		1,141	1,141	3,050	5,050	3,050
ANIMAL CONTROL						
	Personnel	0	0	0	0	0
	Services	2,684	2,092	3,250	2,000	2,700
	Supplies	0	58	0	0	75
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ANIMAL CONTROL		2,684	2,150	3,250	2,000	2,775
TOTAL DIVISION						
	Personnel	975,130	1,011,734	1,029,310	1,047,750	1,092,990
	Services	120,865	101,389	133,820	130,200	143,570
	Supplies	74,659	91,211	79,900	78,750	83,125
	Capital Outlay	32,846	35,069	224,350	155,000	188,980
	Transfers	41,535	52,457	33,535	37,505	33,275
	Other	17,000	17,510	18,035	18,035	18,575
TOTAL DIVISION		1,262,035	1,309,370	1,518,950	1,467,240	1,560,515

BUDGET NOTES

PERSONNEL

All budgets presented are for wages for the Police Chief, a sergeant, 9 full-time officers, and two full-time police secretaries. The cost of the Youth Services Officer (included in the 9 officers stated above) in the high school is shared equally with the School District. The Youth Services Officer cost in the middle school which began in September of 2008 is paid 75% by the school. This agreement for the middle school was terminated at the end of the 2010 school year, but has been reinstated beginning with the 2011 school year. The custodial work is now done by a contracting company beginning with 2009. The expense for the custodial work is now included in account 1162.

SERVICES

- 1102 - primarily for personnel ads, notices and business expo booth rental.
- 1120 - three local phone lines, the police fax line, toll charges, two cellular phones and postage. This increased beginning in 2005 to include the costs of cell phones required for the squad laptop computers. There is an increase 2014 for the addition of cell phones for each squad car for purposes of dispatch identification and eliminating the use of personal cell phones for official police business.
- 1134 - radio and radar unit repair and maintenance.
- 1136 - electric and natural gas cost for the police section of the building. The increase in 2014 is for the new facility. Since it is a larger facility, there may be additional expense. It is hoped that the size increase will be offset by better insulation and HVAC efficiency. This will be an estimate until there is some historical information to rely on.
- 1143 - psychological and physical evaluations, photo finishing, professional services at the Princeton Clinic and lab charges for blood tests, and services provided by other law enforcement departments and agencies.
- 1152 - tire purchases, repairs and maintenance.
- 1154 - maintenance of all equipment. The increases are due to continuing major repairs to the squads.
- 1158 - for membership and subscriptions to various law enforcement associations and publications.
- 1161 - data processing costs associated with the connection to the state computer system and repairs and maintenance of office equipment. The largest amount in this account is the costs associated with the computer dispatch system arrangement with Mille Lacs County.
- 1162 - custodial work, repairs and maintenance of the police station. The increase in 2014 is due to the new facility.
- 1186 - required license fees for police vehicles and police officers (POST license).
- 1188, 1189, and 1190 - for schooling, conferences, and training items. There is a Peace Officers Standards and Training (POST) Board reimbursement for training expenses estimated at \$425 per officer to help offset these costs.

SUPPLIES

- 1320 - uniform allowance for the officers and secretaries. There also is a maximum of \$200 per each reserve officer.
- 1338 - increases in this account are due to rising costs and usage with more officers.
- 1340 - light bulbs, paper products and other costs associated with the police station. The large amount in 2011A is for the cost of body armor. A portion of this expense was reimbursed through a state grant. The large amount in 2012A is for computer upgrades that were budgeted as capital items but classified here for reporting purposes.
- 1360 - various supplies for squads, ammunition, items to refurbish and maintain investigative materials such as fingerprint cards, fingerprint lists, powders, casting material, mouthpieces for the intoxilyzer, and other supplies.
- 1382 - measuring tapes, accident marking instruments, etc.

CAPITAL OUTLAY

- 1510 - 2011A was for a squad car replacement and conversion. 2012A is for the new squad, equipment and conversion. 2013A has several items all of which are listed in the CIP Section of the budget document. The principal items are \$44,000 for a squad car and required items for a complete conversion, \$87,000 for 800Mhz radio equipment and work, \$15,000 for a replacement copier and \$58,500 for a K-9 unit. 2013R is primarily for the new squad and \$80,000 reclassified from radio equipment to equipment for the new station. The K-9 unit expenses were paid out of the forfeiture fund. 2014 has the items listed in the CIP listing at the end of the budget.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	629,961	645,539	659,850	680,165	707,175
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	21,055	19,117	16,000	16,000	16,000
	Fringe Benefits	250,911	266,928	270,380	273,505	287,235
TOTAL PERSONNEL		901,927	931,584	946,230	969,670	1,010,410
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	175	128	300	150	300
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	5,434	5,447	6,500	6,500	7,500
1134	Radio and Pager Charges	327	837	1,000	500	1,000
1136	Utilities	10,790	10,665	11,000	11,400	12,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	290	295	500	500	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	963	2,018	2,500	2,500	2,500
1154	Maintenance and Repair	10,115	8,192	10,500	8,000	10,500
1158	Membership and Subscriptions	1,470	1,080	1,500	1,600	1,500
1160	Books and Reference Material	--	--	200	--	200
1161	Data Processing/Office Equip R&M	13,654	12,110	14,500	14,500	15,500
1162	Other Charges/Building Maint.	6,577	5,903	7,000	6,000	8,000
1186	Licenses	908	586	950	600	950
1188	Travel - Mileage, Parking	49	275	300	200	300
1189	Conferences, Schools, & Training	2,131	675	3,000	1,500	3,000
1190	Lodging, Meals and Per Diem	407	580	600	300	600
TOTAL SERVICES		53,290	48,791	60,350	54,250	64,350
1306	Auto Operating Fluids	126	101	100	150	200
1320	Uniforms	7,493	7,191	8,400	8,400	8,400
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	31,008	31,745	33,500	33,000	33,500
1340	General Supplies	10,126	22,955	2,500	2,500	3,000
1345	Printed Forms and Supplies	133	393	300	300	500
1358	Office Supplies	1,114	1,651	1,000	1,000	2,000
1360	Police Supplies	1,959	1,779	3,500	3,500	3,500
1382	Small Tools and Equipment	4	90	150	150	150
TOTAL SUPPLIES		51,963	65,905	49,450	49,000	51,250
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	32,846	35,069	224,350	155,000	188,980
TOTAL CAPITAL OUTLAY		32,846	35,069	224,350	155,000	188,980
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL POLICE		1,040,026	1,081,349	1,280,380	1,227,920	1,314,990

BUDGET NOTES

Beginning in 1994 all Fire Department operational expenditures are included in this department.

PERSONNEL

Beginning with 2012, the pay structure is \$12 for the Chief and the Assistant Chief, \$11 for the Captains and the firefighters getting \$10 per hour for fire calls and for each training session. The Chief also receives a salary of \$3,000 for administrative work.

SERVICES

1102 - publication of recruitment ads or ads for equipment bids and notices.

1120 - phone line, fax line, mobile phones and a DSL line to be used for weather radar updates. The majority of this expense is funded through the relocation fund since most of those items are needed for preparedness for this activity.

1134 - radio and pager costs including repairs, supplies and replacement units.

1136 - electric and natural gas for the fire station. Increases are due to increasing rates, and in 2014 the increase is for the new facility. As discussed in the Police Department budget, the increased size of the facility is hoped to be partially offset by better insulation and HVAC equipment.

1140 - for a contract to test and repair air packs. According to a replacement rotation program the purchase of new complete air pack units is also included.

1143 - physicals and required vaccinations and face mask fit tests.

1150 - the fire department share of liability, vehicle and workers compensation insurance premiums.

1154 - maintenance and repairs to the fire vehicles, equipment and station.

1158 - newsletters the department members receive and dues to various associations.

1161 - possible repairs or upgrades for computer hardware or software.

1162 - minor operational expenses.

1188, 1189, and 1190 - represents the cost of schools and workshops attended by members of the department. Fire Department personnel are given a per diem of \$100/day.

SUPPLIES

1324 & 1338 - fuel for the fire trucks.

1340 - beginning with 2001 this account includes only minor items such as cleaning supplies and maintenance items. The larger items directly related to fire fighting are now included in 1382.

1358 - print cartridges, paper and computer parts and supplies.

1360 - fire prevention materials and supplies, especially for school presentations.

1382 - small tools and minor equipment such as picks or axes, etc., and computer hardware, software, and supply needs. This account now includes first aid equipment, protective clothing, hose, gas detectors, and fire-fighting foam.

CAPITAL OUTLAY – nearly all capital expenditures are budgeted in Fund 260 – Fire Department Reserve.

TRANSFERS

1790 - transfer to the Fire Department Reserve Fund for future capital asset needs. Any change in total actual expenditures from budgeted expenditures results in an adjustment to this transfer amount to bring the actual expenditures into compliance with the budgeted total. 2007 marked the beginning of a decision by the Fire Advisory Board of increasing the amount set-aside for reserve for future equipment purchases. The total budget has approximately 3% annual increases based upon a Fire Board recommendation.

OTHER

1810 - payment to the Fire Relief Association for the City and Township contribution to the retirement benefit. Beginning in 2012A, this contribution is also planned to be increased by 3% annually.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	64,038	74,302	73,000	69,000	73,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	8,088	4,771	9,000	8,000	8,500
TOTAL PERSONNEL		72,126	79,073	82,000	77,000	81,500
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	185	--	200	250	500
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	21	1,000	1,000	1,000
1134	Radio and Pager Charges	574	876	2,000	2,000	2,000
1136	Utilities	8,391	7,369	10,000	9,000	12,000
1140	Contracted Labor/Airpack & SCBA	2,377	3,224	3,000	4,000	4,000
1141	Legal Services	--	34	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	5,101	1,905	5,000	7,500	5,000
1150	Insurance and Bonds	21,837	18,841	26,000	22,000	25,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	11,565	14,075	12,000	17,000	13,000
1158	Membership and Subscriptions	1,070	878	1,500	1,500	1,500
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	1,000	1,000	3,000
1162	Other Charges-Safety Bldg Study	33	200	--	180	--
1186	Licenses	2,025	--	250	250	250
1188	Travel - Mileage, Parking	--	80	200	200	200
1189	Conferences, Schools, & Training	11,400	2,605	4,500	1,500	4,500
1190	Lodging, Meals and Per Diem	269	334	2,000	2,800	3,000
TOTAL SERVICES		64,827	50,442	68,650	70,180	74,950
1306	Auto Operating Fluids	135	41	150	100	150
1320	Uniforms - New Recruit Costs	--	1,725	1,000	1,750	1,750
1324	Diesel Fuel	4,532	4,714	5,500	4,500	5,000
1338	Gasoline	5,066	5,651	6,000	4,500	5,000
1340	General Supplies	318	2,252	1,000	1,500	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	271	65	400	1,200	1,000
1360	Safety Program Supplies	--	1,409	2,000	1,000	2,000
1382	Small Tools and Equipment	12,374	9,391	14,000	15,000	15,000
TOTAL SUPPLIES		22,696	25,248	30,050	29,550	31,400
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	41,535	52,457	33,535	37,505	33,275
TOTAL TRANSFERS		41,535	52,457	33,535	37,505	33,275
1810	Remit Collections for Other Agencies	17,000	17,510	18,035	18,035	18,575
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		17,000	17,510	18,035	18,035	18,575
TOTAL FIRE PROTECTION		218,184	224,730	232,270	232,270	239,700

BUDGET NOTES

The purposes of the Emergency Management department are to ensure survival during civil emergencies or natural disasters and to facilitate recovery following the emergency. The objective for a local program is to identify existing and potential hazards of the locale; develop a system of alerting key officials; advance warning to citizens of potential dangerous situations; identify resources that will be available at all levels that could be useful; establish procedures for acquiring and effectively using these resources; and establish lines of communication for requesting state and federal assistance.

PERSONNEL

Beginning in 2001 the Emergency Management Director is classified as an employee rather than a contract professional.

SUPPLIES

1136 - electric for the sirens outside of the PUC service area.

1154 - maintenance and repairs on the siren, radios, or other equipment. The large amount in 2013R is for a federal requirement to narrow band all radio transmitting and receiving devices including the sirens.

SERVICES

1340 - possible supply items or additional parts.

CAPITAL OUTLAY – no budgeted items. It is anticipated that additional sirens for expanded areas will be paid for by the developments that require the expansion.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	1,000	1,000	1,000	1,000	1,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	77	77	80	80	80
TOTAL PERSONNEL		1,077	1,077	1,080	1,080	1,080
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	64	64	70	70	70
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	1,500	3,700	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		64	64	1,570	3,770	1,570
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	400	200	400
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	400	200	400
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agency	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL EMERGENCY MGMT.		1,141	1,141	3,050	5,050	3,050

BUDGET NOTES

This is a minimal budget for this department, with the Police officers serving as animal control officers responding to citizen calls and complaints.

SERVICES

1143 - payments by the City to the Princeton Animal Clinic for the keeping and possible disposal of animals. The owner of a dog that is reclaimed must pay the City an amount to cover the cost of impounding. However, fewer than half of the dogs picked up are reclaimed; therefore, for every two dogs picked up, at least one goes unclaimed and costs the City. The current impound fee is \$60 for canines and \$50 for felines plus tax.

SUPPLIES

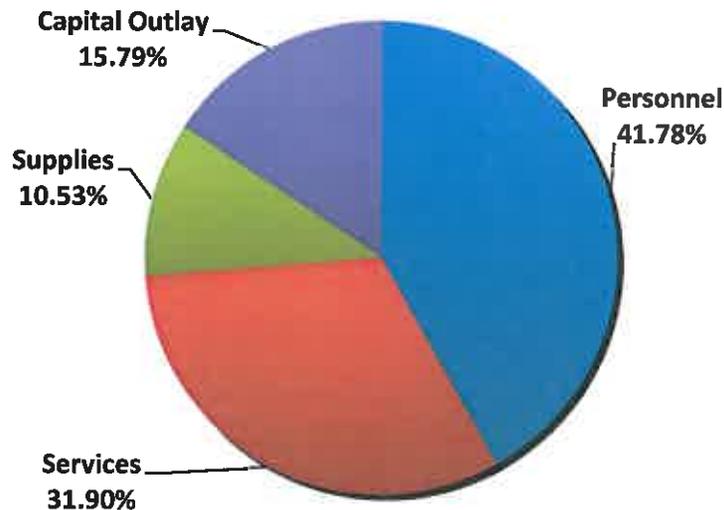
1340 - tags and receipt forms for the licensing requirement established by ordinance and live animal traps.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	2,684	2,092	3,250	2,000	2,700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		2,684	2,092	3,250	2,000	2,700
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	58	--	--	75
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	58	0	0	75
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agenc	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL ANIMAL CONTROL		2,684	2,150	3,250	2,000	2,775

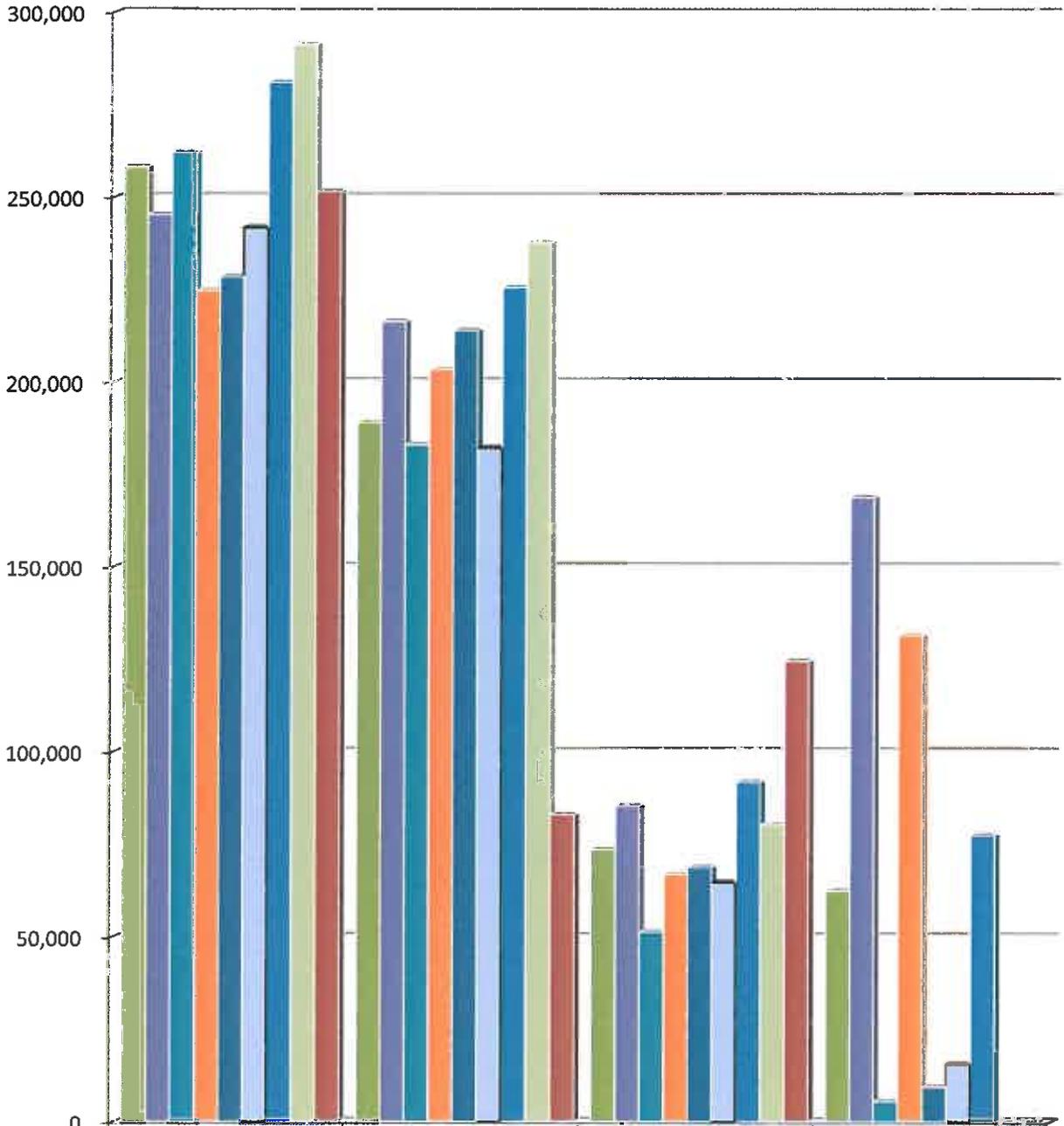
**PUBLIC WORKS
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
TOTAL PERSONNEL		228,466	241,617	281,150	291,290	329,475
	% of Total Department	43.87%	47.95%	41.58%	47.80%	41.78%
	% of Total Personal Services	13.69%	14.11%	15.06%	16.14%	16.56%
TOTAL SERVICES		214,004	182,080	225,625	237,740	251,595
	% of Total Department	41.09%	36.14%	33.37%	39.02%	31.90%
	% of Total Supplies	26.26%	27.92%	24.68%	27.98%	26.94%
TOTAL SUPPLIES		68,909	64,644	91,950	80,305	83,025
	% of Total Department	13.23%	12.83%	13.60%	13.18%	10.53%
	% of Total Services	40.79%	35.55%	41.15%	42.81%	38.38%
TOTAL CAPITAL OUTLAY		9,441	15,535	77,500	0	124,500
	% of Total Department	1.81%	3.08%	11.46%	0.00%	15.79%
	% of Total Capital Outlay	12.59%	25.48%	18.16%	0.00%	27.82%
TOTAL TRANSFERS		0	0	0	0	0
	% of Total Department	0.00%	0.00%	0.00%	0.00%	0.00%
	% of Total Transfers	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL OTHER		0	0	0	0	0
	% of Total Department	0.00%	0.00%	0.00%	0.00%	0.00%
	% of Total Other	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL PUBLIC WORKS DIVISION		520,820	503,876	676,225	609,335	788,595
	% of General Fund	17.36%	17.36%	18.85%	18.99%	21.06%
	Cost per Capita	\$115.28	\$107.25	\$142.51	\$128.42	\$164.56

PUBLIC WORKS EXPENDITURES BY TYPE



PUBLIC WORKS EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP
2007 ACTUAL	258,196	189,072	73,652	62,517
2008 ACTUAL	245,337	216,387	85,477	168,911
2009 ACTUAL	262,177	182,994	51,300	5,488
2010 ACTUAL	224,773	203,398	66,922	131,483
2011 ACTUAL	228,466	214,004	68,909	9,441
2012 ACTUAL	241,617	182,080	64,644	15,535
2013 ADOPTED	281,150	225,625	91,950	77,500
2013 REVISED	291,290	237,740	80,305	0
2014 ADOPTED	251,595	83,025	124,500	0

**PUBLIC WORKS
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	161,335	160,064	187,850	197,700	226,250
	Part-time & Seasonal Salaries	3,049	14,839	4,500	4,500	4,500
	Overtime Salaries	252	734	3,500	2,000	3,500
	Fringe Benefits	63,830	65,980	85,300	87,090	95,225
TOTAL PERSONNEL		228,466	241,617	281,150	291,290	329,475
1102	Printing and Publishing	236	562	350	425	350
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	1,935	2,028	2,750	2,500	2,500
1134	Radio and Pager Charges	247	1,329	1,250	1,000	1,250
1136	Utilities	24,012	21,266	27,500	25,465	26,000
1140	Contracted Labor	134,628	114,991	131,250	130,425	161,250
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	0	274	0	0	0
1143	Other Expert and Professional	681	1,100	2,350	1,250	1,850
1150	Insurance and Bonds	0	0	0	0	0
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	51,960	39,153	57,350	75,525	56,350
1158	Membership and Subscriptions	0	0	0	0	0
1160	Books and Reference Material	0	0	0	0	0
1162	Other Charges	24	0	650	150	450
1172	Rents and Leases	0	0	1,000	250	500
1186	Taxes and Licenses	45	445	500	300	500
1188	Travel - Mileage, Parking	0	42	75	0	75
1189	Conferences, Schools, & Training	236	850	550	450	470
1190	Lodging, Meals and Per Diem	0	40	50	0	50
TOTAL SERVICES		214,004	182,080	225,625	237,740	251,595
1306	Auto Operating Fluids	1,423	1,344	1,750	1,500	1,600
1320	Uniforms	944	1,272	1,700	1,555	1,575
1324	Diesel Fuel	22,701	19,223	29,500	24,500	25,500
1338	Gasoline	8,743	6,440	10,950	7,025	8,400
1340	General Supplies	32,302	32,398	43,650	42,600	41,950
1343	Chemical Sterilant and Supplies	1,485	1,561	1,600	1,600	1,600
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	230	88	100	100	100
1360	Safety Program Supplies	599	1,743	1,700	775	1,500
1382	Small Tools and Equipment	192	373	500	400	400
1385	Streetscape Maintenance	290	202	500	250	400
TOTAL SUPPLIES		68,909	64,644	91,950	80,305	83,025
1501	Land	0	0	0	0	0
1502	Improvements	9,441	0	50,000	0	64,000
1510	Equipment	0	15,535	27,500	0	60,500
TOTAL CAPITAL OUTLAY		9,441	15,535	77,500	0	124,500
1790	Transfers Out	0	0	0	0	0
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	0	0	0	0	0
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		0	0	0	0	0
TOTAL PUBLIC WORKS DIVISION		520,820	503,876	676,225	609,335	788,595

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
PUBLIC WORKS ADMINISTRATION						
	Personnel	80,603	96,307	98,065	113,960	118,420
	Services	15,815	13,139	19,675	17,300	18,425
	Supplies	4,538	3,503	4,900	3,980	4,675
	Capital Outlay	0	0	50,000	0	64,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL PUBLIC WORKS ADMIN.		100,956	112,949	172,640	135,240	205,520
STORM SEWERS						
	Personnel	0	0	145	145	145
	Services	0	34	525	525	525
	Supplies	0	0	100	50	100
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STORM SEWERS		0	34	770	720	770
STREETS						
	Personnel	140,426	136,668	172,500	168,875	200,595
	Services	173,623	140,606	174,800	186,965	203,050
	Supplies	50,253	48,090	71,000	63,150	63,500
	Capital Outlay	9,441	15,535	27,500	0	60,500
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREETS		373,743	340,899	445,800	418,990	527,645
TRAFFIC SIGNS/SIGNALS						
	Personnel	2,185	4,681	3,600	1,720	2,255
	Services	12,569	14,741	15,000	13,950	14,500
	Supplies	2,413	4,075	3,600	3,700	3,700
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SIGNS/SIGNALS		17,167	23,497	22,200	19,370	20,455
FLIGHT SERVICE MAINTENANCE						
	Personnel	2,662	2,810	2,520	2,005	2,705
	Services	9,575	10,531	12,000	16,000	11,500
	Supplies	834	273	1,200	725	950
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL F.S.S. MAINTENANCE		13,071	13,614	15,720	18,730	15,155

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
COMPOST SITE						
	Personnel	29	0	0	0	0
	Services	0	0	0	0	0
	Supplies	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL COMPOST SITE		29	0	0	0	0
STREET CLEANING						
	Personnel	1,864	290	2,450	2,865	3,380
	Services	1,278	1,881	2,000	2,000	2,000
	Supplies	8,512	5,839	8,000	6,500	7,200
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREET CLEANING		11,654	8,010	12,450	11,365	12,580
MOSQUITO/WEED CONTROL						
	Personnel	697	861	790	1,360	1,620
	Services	73	398	475	250	445
	Supplies	2,359	2,864	3,000	2,150	2,750
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MOSQUITO/WEED CONTROL		3,129	4,123	4,265	3,760	4,815
SHADE TREE						
	Personnel	0	0	1,080	360	355
	Services	1,071	750	1,150	750	1,150
	Supplies	0	0	150	50	150
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SHADE TREE		1,071	750	2,380	1,160	1,655
TOTAL DIVISION						
	Personnel	228,466	241,617	281,150	291,290	329,475
	Services	214,004	182,080	225,625	237,740	251,595
	Supplies	68,909	64,644	91,950	80,305	83,025
	Capital Outlay	9,441	15,535	77,500	0	124,500
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL DIVISION		520,820	503,876	676,225	609,335	788,595

BUDGET NOTES

PERSONNEL

This department reflects the administration cost of the entire Public Works and Parks and Recreation operation. The personnel section includes two-thirds of the Public Works Director's time and an allocated portion of leave and fringe benefit costs of the director, and the Public Works Supervisor's time when devoted to administration duties. As the newly upgraded WasteWater Treatment Plant (WWTP) has neared completion, more of the duties involved with the plant have transferred from the Director to the operator and the newly created WasteWater Plant Operations Manager. Therefore, more of the Director's time and expense has been devoted to activities accounted for in this department. This accounts for the increase in 2013R and 2014.

SERVICES

- 1102 - legal ads, notices and publications.
- 1120 - telephone service for the shop and the cellular phone used by the director.
- 1136 - electric and natural gas used at the Public Works garage.
- 1143 - other expert and professional.
- 1154 - maintenance and repair of the Director's pickup and for the shop and office area. Also included, is the allocated cost of a maintenance agreement for the HVAC and any related expenses.
- 1162 - expenses of environmentally proper disposal (tires, light tubes, oil, etc.).
- 1186 - the pickup license and solid waste assessment.
- 1188 - mileage for training if department vehicle is unavailable or not appropriate.
- 1189 - amount for possible college courses according to the policy for employees and other training.
- 1190 - meals if training is out of town.

SUPPLIES

- 1320 - uniform expense for the director.
- 1338 - gasoline for the pickup trucks.
- 1340 - general cleaning supplies, rags, detergents, etc. for the shop.
- 1360 - Public Works participation in the Hazardous Materials Response activity and for costs associated with employee safety. This includes training and equipment.

CAPITAL OUTLAY

Capital Outlay – in 2013A is for the replacement of the office area. This was not done in 2013 and is carried over to the 2014A budget. Even though the CIP and the budget shows this in 2014A, the issue may not be resolved for some time. It is anticipated that the department will utilize either the old police station or the old fire hall once the new Public Safety facility is completed and those departments move out of their present locations. Painting of the original Public Works shop is also shown in 2014.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	56,876	67,705	68,000	79,500	84,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	23,727	28,602	30,065	34,460	34,420
TOTAL PERSONNEL		80,603	96,307	98,065	113,960	118,420
1102	Printing and Publishing	--	413	200	150	200
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,935	2,028	2,750	2,500	2,500
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	12,047	9,044	14,500	12,500	13,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	143	458	200	200	200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,490	968	1,500	1,500	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges/Environmental	--	--	150	50	150
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	123	125	50	125
1188	Travel - Mileage, Parking	--	--	50	--	50
1189	Conferences, Schools, & Training	200	105	200	350	200
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		15,815	13,139	19,675	17,300	18,425
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	166	447	500	555	575
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	3,325	2,489	3,500	2,800	3,200
1340	General Supplies	468	129	300	150	300
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	230	88	100	100	100
1360	Safety Program Supplies	349	350	500	375	500
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		4,538	3,503	4,900	3,980	4,675
1501	Land	--	--	--	--	--
1502	Improvements	--	--	50,000	--	64,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	50,000	0	64,000
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL P.W. ADMINISTRATION		100,956	112,949	172,640	135,240	205,520

BUDGET NOTES

This department is used to maintain the City's storm sewer system by cleaning the inlet grates, repairing old lines, and installing new minor systems. With continued development, more and more stress is being put on the storm water system both in terms of size and condition. Work has been done to evaluate and start a storm water utility. Once the legal, engineering and administrative work is complete and charges are implemented, the revenue will go into the "Surface Water Management Fund" (Fund 601). At that point the activities involved in this department will be accounted for in that fund and this department will be discontinued.

PERSONNEL

The personnel section is for time actually spent maintaining the system.

SERVICES

1154 - repair work on the system or for street or sidewalk restoration after repairs or installation.

1186 - State required storm water permit.

SUPPLIES

1340 - supplies needed to make small local improvements in areas that have water problems. This is continued to allow for purchase and installation as feasible.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	100	100	100
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	45	45	45
TOTAL PERSONNEL		0	0	145	145	145
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	34	500	525	500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	25	--	25
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	34	525	525	525
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	100	50	100
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		0	0	100	50	100
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL STORM SEWERS		0	34	770	720	770

BUDGET NOTES

This department accounts for street maintenance including patching, sealcoating and snow removal. These activities are managed and closely supervised to attain the highest level of service within the limits of the City's financial and personnel resources.

PERSONNEL

This section includes salary costs for actual time spent on street repairs, maintenance, plowing, sanding and snow hauling. In 2002 and 2003 the budget had provided for the hiring of an employee. However, budget concerns delayed that hiring. The budgets shown maintain the current staffing level for this department. The increase in 2013 represents some restructuring in Public Works. With the completion of the Wastewater Treatment Plant expansion, one full time employee needs to be dedicated to operating the plant. For 2014A this has been increased to a second full time employee to handle the workload increase. This staffing had been done by a combination of part time and full time employees from the department. The increase in the Sewer staffing allows for the other employees to devote more time in this and other departments. Fringe benefits for 2 employees are included.

SERVICES

1102 - advertising, publications, printing of temporary signs, etc.

1134 - radio purchases or repairs.

1136 - utilities are for the expenses of the new Public Works Garage addition.

1140 - contract for sealcoating. Beginning with the 2010 budget there was a decrease to help with the LGA cuts. This decrease was continued into 2012 and 2013. The reduced amount in 2012A was due to a larger than normal amount of granite chips in inventory from prior years, which reduced the cost for material. 2014 has an increase to bring the program back to a 5-year cycle.

1154 - maintenance and repair for the majority of the vehicles and equipment in the department. This has been significantly increased for usage, inflation and aging of the equipment. The increase in 2013R was to cover sealcoating of the parking lots.

1162 - for costs incurred in repairing Street openings made by citizens and for the return of digging deposit balances.

1172 - rental of any equipment used on any streets. The amount has been established for rental of a truck and operator to assist in hauling snow to help compensate for the reduced personnel.

1186 - the state requirement of vehicle bi-annual licenses and for the solid waste assessments on parking lots.

SUPPLIES

1306 - fluids for the vehicles such as oil, hydraulic fluid and anti-freeze.

1320 - uniform allowances for the four employees with this as the home department.

1324 - diesel for the vehicles and equipment.

1340 - general supplies such as sand and salt for winter roads, blacktop for patching, etc. This is increased for usage and inflation.

1343 - the purchase of chemical sterilants.

1360 - items for employee and citizen safety.

1385 - established in 1999 for equipment and materials needed to maintain and repair the beautification structures and fixtures.

CAPITAL OUTLAY

1502 - 2011A was for overhead door replacements.

1510 - 2012A was for a used pickup truck. 2013A has \$2,500 for the cones and barricades, \$20,000 for a used small bucket truck and \$5,000 for the beginning of the upgrade program for the new sign reflectivity standard. None of this occurred in 2013. 2014 has the \$20,000 for a used small bucket truck, \$5,000 for the sign reflectivity program and \$35,500 for a hot patch trailer to increase efficiency in the patching process.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	99,035	86,743	112,500	112,300	135,000
	Part-time & Seasonal Salaries	3,049	13,931	4,500	4,500	4,500
	Overtime Salaries	252	701	3,500	2,000	3,500
	Fringe Benefits	38,090	35,293	52,000	50,075	57,595
TOTAL PERSONNEL		140,426	136,668	172,500	168,875	200,595
1102	Printing and Publishing	236	149	150	275	150
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	247	1,329	1,250	1,000	1,250
1136	Utilities	77	--	--	715	--
1140	Contracted Labor/Sealcoat	133,878	113,741	130,000	129,475	160,000
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	274	--	--	--
1143	Other Expert and Professional	72	642	150	50	150
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	39,054	23,720	41,500	55,000	40,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other /Road Opening Repairs	24	--	500	100	300
1172	Rents and Leases	--	--	1,000	250	500
1186	Taxes and Licenses	35	186	250	100	200
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	565	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		173,623	140,606	174,800	186,965	203,050
1306	Auto Operating Fluids	1,423	1,344	1,750	1,500	1,600
1320	Uniforms	778	825	1,200	1,000	1,000
1324	Diesel Fuel	16,639	14,846	23,500	20,500	20,500
1338	Gasoline	5,320	3,761	7,250	4,000	5,000
1340	General Supplies	23,876	23,785	33,500	33,500	32,000
1343	Chemical Sterilant and Supplies	1,485	1,561	1,600	1,600	1,600
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	250	1,393	1,200	400	1,000
1382	Small Tools and Equipment	192	373	500	400	400
1385	Streetscape Maintenance	290	202	500	250	400
TOTAL SUPPLIES		50,253	48,090	71,000	63,150	63,500
1501	Land	--	--	--	--	--
1502	Improvements	9,441	--	--	--	--
1510	Equipment	--	15,535	27,500	--	60,500
TOTAL CAPITAL OUTLAY		9,441	15,535	27,500	0	60,500
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL STREETS		373,743	340,899	445,800	418,990	527,645

BUDGET NOTES

This department covers traffic signs, painting and striping. Beginning in 2002, the cost of traffic signal lights operation and maintenance was allocated to this department.

PERSONNEL

This represents the costs for the time on painting traffic lines, to repair or replace damaged signs and install new signs the Council or citizen's request.

SERVICES

1136 - electric charges for the 1st Street and the Highway 95 signal lights. This shows a significant increase due to rate increases.

1140 - contracting for maintenance or repair of lights.

1154 - repairing the paint striper and needed repairs to the 1st Street signal lights. Sherburne County maintains the Northland Drive lights.

SUPPLIES

1340 - materials such as paint, signs, and posts.

CAPITAL OUTLAY

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	1,586	2,653	2,500	1,200	1,600
	Part-time & Seasonal Salaries	--	871	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	599	1,157	1,100	520	655
TOTAL PERSONNEL		2,185	4,681	3,600	1,720	2,255
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities - Signal Light Electric	11,888	12,222	13,000	12,250	12,500
1140	Contracted Labor	--	500	500	200	500
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	681	2,019	1,500	1,500	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		12,569	14,741	15,000	13,950	14,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,413	4,075	3,600	3,700	3,700
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		2,413	4,075	3,600	3,700	3,700
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL TRAFFIC SIGNS		17,167	23,497	22,200	19,370	20,455

BUDGET NOTES

The Flight Service Station (FSS) is owned by the City and had been leased at no cost to the FAA. Since the 20-year lease with the FAA expired in December 2005, a new lease was developed that has revenue to offset the costs of this department and provides some revenue to offset earlier construction and maintenance costs. At budget time, the continuation of the FSS is doubtful. It is likely that the activities in the facility will cease sometime in 2014 due to federal budget considerations. It is not known at this time exactly when those activities and the related lease revenue will stop, so the budget is shown as if it continues throughout the year even though that is unlikely.

PERSONNEL

Personnel costs are for snowplowing, grass cutting, clearing sidewalks, etc.

SERVICES

1143 - is for water treatment services and floor mat service.

1154 - repairs to the building exterior, grounds and sidewalks. The large increase in 2013R was for a complete replacement of the lighting in the building that was finished just prior to notification that the facility was intended to be closed in 2014.

SUPPLIES

1338 - gasoline used in lawn mowers.

1340 - supplies used in maintaining the area, such as seed and fertilizer.

CAPITAL OUTLAY

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	2,038	2,210	1,750	1,400	1,750
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	624	600	770	605	955
TOTAL PERSONNEL		2,662	2,810	2,520	2,005	2,705
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	466	--	2,000	1,000	1,500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	9,109	10,531	10,000	15,000	10,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		9,575	10,531	12,000	16,000	11,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	98	190	200	225	200
1340	General Supplies	736	83	1,000	500	750
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		834	273	1,200	725	950
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL F.S.S. MAINTENANCE		13,071	13,614	15,720	18,730	15,155

BUDGET NOTES

This department involves the operation of a drop-off site for residents to leave their branches, leaves, grass clippings and garden refuse. There was a significant change made in 2009 with the handling of compost in the City. Sylva Corporation is a business in the industrial park that can use the compost type items and offered to provide that service to the City residents. Their revenue from this material offsets their cost of operation. In the near future, this department will be eliminated.

PERSONNEL

The personnel costs are being phased out with the change noted above.

SERVICES

1102 - was for advertising the hours of operation.

1140 - was for disposal of the compost material when needed and the contract labor to monitor the site.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	22	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	7	--	--	--	--
TOTAL PERSONNEL		29	0	0	0	0
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	0	0	0	0
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL COMPOST SITE		29	0	0	0	0

BUDGET NOTES

This department records the activities involved in the cleaning or sweeping of the City streets. Because of increased concern of the effects of winter salt and sand on the environment, sweeping is done more often than in the past to reduce the effects on the water run-off. This results in greater costs.

PERSONNEL

Personnel costs in this department are based on the time spent in sweeping streets.

SERVICES

1154 - maintenance and repairs to the street sweeper.

SUPPLIES

1324 - diesel fuel for the sweeper.

1340 - supplies, primarily sweeper brooms and brushes.

CAPITAL OUTLAY

No expenditures were made or are anticipated.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	1,293	218	1,700	2,000	2,400
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	571	72	750	865	980
TOTAL PERSONNEL		1,864	290	2,450	2,865	3,380
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,278	1,881	2,000	2,000	2,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		1,278	1,881	2,000	2,000	2,000
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	6,062	4,377	6,000	4,000	5,000
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,450	1,462	2,000	2,500	2,200
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		8,512	5,839	8,000	6,500	7,200
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL STREET CLEANING		11,654	8,010	12,450	11,365	12,580

BUDGET NOTES

The City's current mosquito-spraying program, which is designed to cover the entire city, was instituted in 1985. The increasing concern of the spread of disease by mosquitoes has resulted in additional pressure for increased control measures. Although the control of mosquitoes is a service expected by most residents, it is also a difficult service to provide in a manner acceptable to everyone. Concerns over the risks to health from spraying or reactions to the spray create additional training, work and care in the spray application.

PERSONNEL

Personnel time represents the actual hours used to spray. Since much of the time worked in this department is taken as comp time; the cost indicated here is not a completely accurate accounting of resources dedicated to this department.

SERVICES

1154 - repairs to the sprayer.

1186 - licenses necessary for the mosquito spraying employees.

1189 - costs for mosquito and weed training necessary for the license holders. This shows an increase to allow for training of additional employees.

1190 - lodging and meals at training sessions if required.

SUPPLIES

1340 - cost of the spray.

CAPITAL OUTLAY – No expenditures are expected or budgeted.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	485	535	550	950	1,150
	Part-time & Seasonal Salaries	--	37	--	--	--
	Overtime Salaries	--	33	--	--	--
	Fringe Benefits	212	256	240	410	470
TOTAL PERSONNEL		697	861	790	1,360	1,620
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	27	--	50	--	50
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	10	136	100	150	150
1188	Travel - Mileage, Parking	--	42	--	--	--
1189	Conferences, Schools, & Training	36	180	300	100	220
1190	Lodging, Meals and Per Diem	--	40	25	--	25
TOTAL SERVICES		73	398	475	250	445
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,359	2,864	3,000	2,150	2,750
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		2,359	2,864	3,000	2,150	2,750
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL MOSQUITO/WEEDS		3,129	4,123	4,265	3,760	4,815

BUDGET NOTES

This department accounts for the activities involved in monitoring the health of trees, removal of dead, diseased or hazardous trees, and replacing the ones removed. At one time, the city contracted with an individual to check on trees in public right of ways and to respond to calls from citizens regarding their trees. The monitoring activities are now assigned to employees in the Public Works department. Although the costs in this department have been rather minimal in recent years, the emergence of the Emerald Ash Borer problem in the state could result in significant increases in time and new tree planting. The City applied for a grant in 2010 to survey the City but was unsuccessful.

PERSONNEL

Salaries in this department are an allocation of employees' costs based on time worked.

SERVICES

1140 - primarily for contracting with someone for grinding of the stumps but also on occasion for hiring professional tree removal firms for the difficult or tall trees.

1154 - repairs of tree removal equipment.

1188, 1189, and 1190 - represent travel and registration expenses for seminars and workshops

SUPPLIES

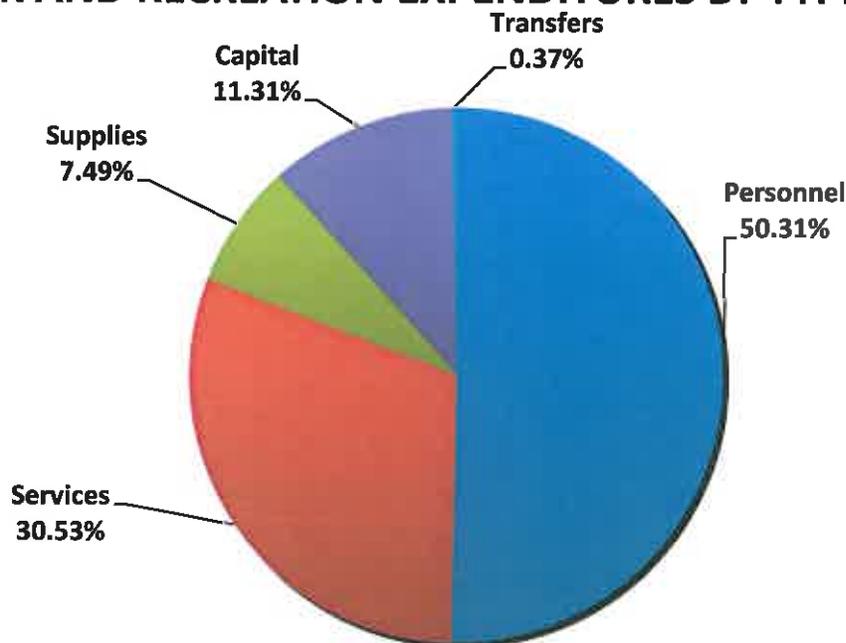
1340 - supplies for the tree trimming equipment. Currently the replacement trees are budgeted in the park department. This could change again if the activity increases due to the Ash tree vulnerability.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	750	250	250
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	330	110	105
TOTAL PERSONNEL		0	0	1,080	360	355
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor/Stump Grinding	750	750	750	750	750
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	321	--	300	--	300
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	25	--	25
1189	Conferences, Schools, & Training	--	--	50	--	50
1190	Lodging, Meals and Per Diem	--	--	25	--	25
TOTAL SERVICES		1,071	750	1,150	750	1,150
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	150	50	150
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		0	0	150	50	150
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL SHADE TREE **		1,071	750	2,380	1,160	1,655

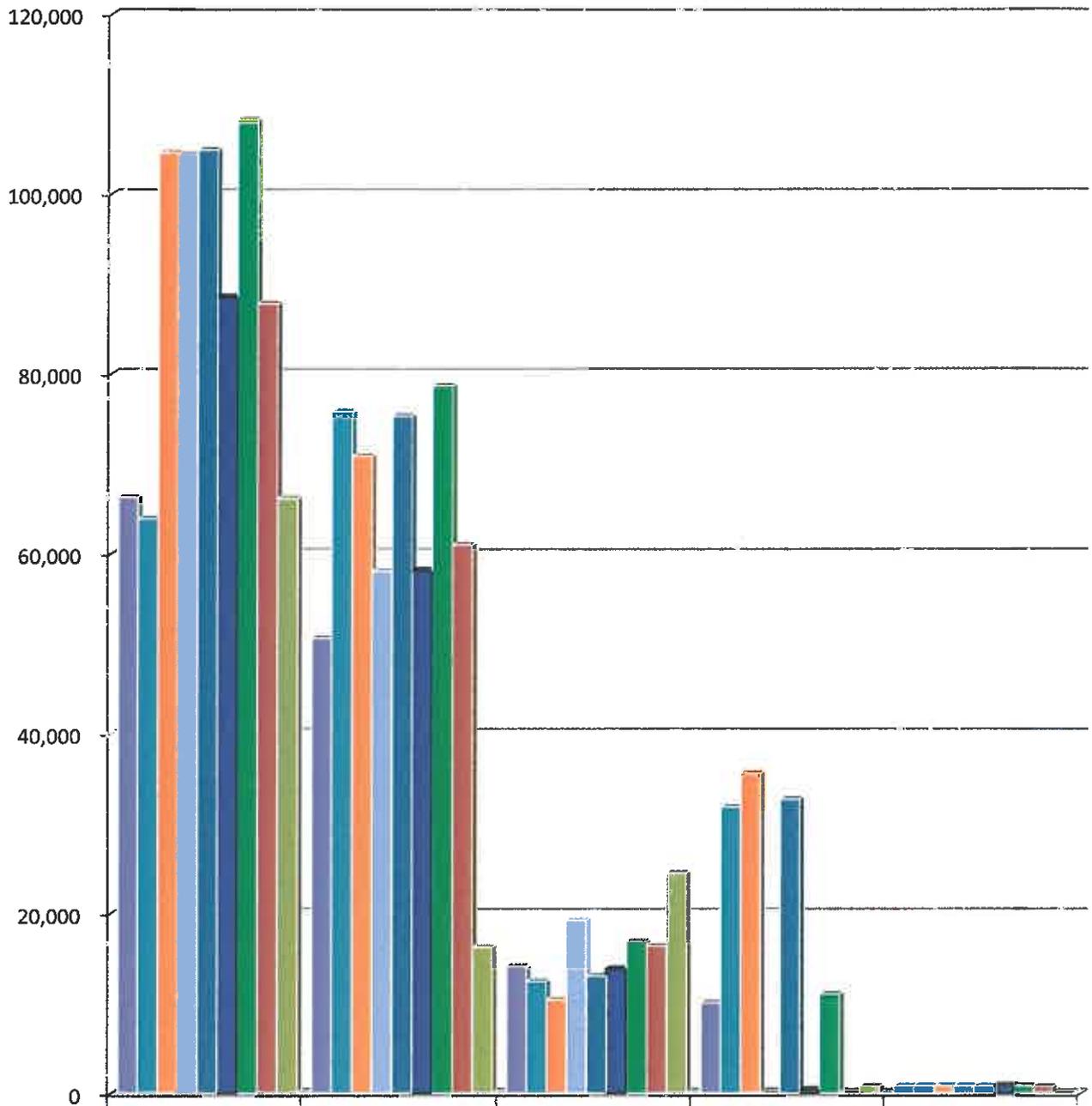
**PARKS AND RECREATION
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
TOTAL PERSONNEL		104,924	88,517	108,250	87,810	109,010
	% of Total Department	46.27%	54.79%	50.19%	52.91%	50.31%
	% of Total Personal Services	6.29%	5.17%	5.80%	4.87%	5.48%
TOTAL SERVICES		75,305	58,106	78,670	60,975	66,145
	% of Total Department	33.21%	35.97%	36.48%	36.74%	30.53%
	% of Total Supplies	9.24%	8.91%	8.60%	7.18%	6.96%
TOTAL SUPPLIES		13,041	13,777	16,950	16,375	16,225
	% of Total Department	5.75%	8.53%	7.86%	9.87%	7.49%
	% of Total Services	7.72%	7.58%	7.59%	8.71%	7.47%
TOTAL CAPITAL OUTLAY		32,685	355	11,000	0	24,500
	% of Total Department	14.41%	0.22%	5.10%	0.00%	11.31%
	% of Total Capital Outlay	43.60%	0.58%	2.58%	0.00%	5.83%
TOTAL TRANSFERS		800	800	800	800	800
	% of Total Department	0.35%	0.50%	0.37%	0.48%	0.37%
	% of Total Transfers	0.39%	0.34%	1.10%	1.06%	1.14%
TOTAL OTHER		0	0	0	0	0
	% of Total Department	0.00%	0.00%	0.00%	0.00%	0.00%
	% of Total Other	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL OTHER DIVISION		226,755	161,555	215,670	165,960	216,680
	% of General Fund	7.56%	5.57%	6.01%	5.31%	5.80%
	Cost per Capita	\$50.19	\$34.39	\$45.45	\$34.98	\$45.22

PARK AND RECREATION EXPENDITURES BY TYPE



PARKS AND RECREATION EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS
2007 ACTUAL	66,304	50,601	14,143	10,075	800
2008 ACTUAL	63,913	75,799	12,444	31,821	800
2009 ACTUAL	104,601	70,836	10,390	35,552	800
2010 ACTUAL	104,402	58,031	19,220	0	800
2011 ACTUAL	104,924	75,305	13,041	32,685	800
2012 ACTUAL	88,517	58,106	13,777	355	800
2013 ADOPTED	108,250	78,670	16,950	11,000	800
2013 REVISED	87,810	60,975	16,375	0	800
2014 ADOPTED	66,145	16,225	24,500	800	0

**PARKS AND RECREATION
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	67,112	48,537	58,750	51,450	64,700
	Part-time & Seasonal Salaries	14,027	19,922	20,750	12,950	16,500
	Overtime Salaries	32	114	0	0	0
	Fringe Benefits	23,753	19,944	28,750	23,410	27,810
TOTAL PERSONNEL		104,924	88,517	108,250	87,810	109,010
1101	Community Promotion	0	0	0	0	0
1102	Printing and Publishing	762	1,001	850	875	975
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	88	353	300	550	400
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	42,948	30,303	46,500	30,000	37,500
1140	Contracted Labor	0	0	0	0	0
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	3,478	3,474	3,750	4,700	3,900
1150	Insurance and Bonds	0	0	0	0	0
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	25,155	19,863	23,050	21,200	19,550
1158	Membership and Subscriptions	0	0	0	0	0
1160	Books and Reference Material	0	0	0	0	0
1161	Data Processing/Office Equip R&M	0	0	0	0	0
1162	Other Charges	60	0	220	50	170
1186	Taxes and Licenses	2,754	2,877	3,200	3,200	3,250
1188	Travel - Mileage, Parking	0	0	0	0	0
1189	Conferences, Schools, & Training	60	235	800	400	400
1190	Lodging, Meals and Per Diem	0	0	0	0	0
TOTAL SERVICES		75,305	58,106	78,670	60,975	66,145
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	828	774	800	825	825
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	1,624	2,221	2,600	2,050	2,350
1340	General Supplies	9,985	9,070	12,550	12,000	11,550
1343	Chemical Sterilant & Supplies	604	1,712	1,000	1,500	1,500
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	0	0	0	0	0
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	0	0	0
TOTAL SUPPLIES		13,041	13,777	16,950	16,375	16,225
1501	Land	0	0	0	0	0
1502	Improvements	32,685	355	0	0	0
1510	Equipment	0	0	11,000	0	24,500
TOTAL CAPITAL OUTLAY		32,685	355	11,000	0	24,500
1790	Transfers Out	800	800	800	800	800
TOTAL TRANSFERS		800	800	800	800	800
1810	Remit Collections/Other Agencies	0	0	0	0	0
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		0	0	0	0	0
TOTAL PARKS AND REC		226,755	161,555	215,670	165,960	216,680

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**PARKS AND RECREATION
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
RECREATION PROGRAMS						
	Personnel	57	282	2,815	1,510	2,505
	Services	0	0	50	0	50
	Supplies	0	0	50	0	50
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL RECREATION PROGRAMS		57	282	2,915	1,510	2,605
DEPOT CENTER						
	Personnel	0	229	360	285	350
	Services	0	0	0	0	0
	Supplies	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL DEPOT CENTER		0	229	360	285	350
SPLASH PARK OPERATIONS						
	Personnel	11,942	13,238	15,675	15,535	18,215
	Services	15,368	31,911	32,320	28,525	29,795
	Supplies	3,003	6,128	4,100	5,550	5,600
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SPLASH PARK OPERATE		30,313	51,277	52,095	49,610	53,610
PARK MAINTENANCE						
	Personnel	92,925	74,768	89,400	70,480	87,940
	Services	59,937	26,195	46,300	32,450	36,300
	Supplies	10,038	7,649	12,800	10,825	10,575
	Capital Outlay	32,685	355	11,000	0	24,500
	Transfers	800	800	800	800	800
	Other	0	0	0	0	0
TOTAL PARK MAINTENANCE		196,385	109,767	160,300	114,555	160,115
TOTAL DIVISION						
	Personnel	104,924	88,517	108,250	87,810	109,010
	Services	75,305	58,106	78,670	60,975	66,145
	Supplies	13,041	13,777	16,950	16,375	16,225
	Capital Outlay	32,685	355	11,000	0	24,500
	Transfers	800	800	800	800	800
	Other	0	0	0	0	0
TOTAL DIVISION		226,755	161,555	215,670	165,960	216,680

BUDGET NOTES

PERSONNEL

The budgets presented here basically account for the flooding and clearing of the rink by the Civic Center. Only a very limited amount of seasonal hours are budgeted as a provision for an attendant.

SERVICES

1154 - maintenance and repairs of the warming house.

1162 - This was for the City's participation in the summer recreation program. This line item was eliminated in the 2003 budget reduction process, with the acknowledgment that there may be funds available in the Liquor Fund for this program at the Council's discretion.

SUPPLIES

1324 - fuel used for the heating of the warming house.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	43	--	500	250	250
	Part-time & Seasonal Salaries	--	245	2,000	1,000	2,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	14	37	315	260	255
TOTAL PERSONNEL		57	282	2,815	1,510	2,505
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	50	--	50
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	0	50	0	50
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Propane	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	50	--	50
1343	Chemical Sterilant & Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	50	0	50
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL RECREATION PROGRAMS		57	282	2,915	1,510	2,605

BUDGET NOTES

In 1995, after the library was moved out of the depot into its new facility, the Council approved the donation of the Depot building to the Historical Society. The budget has expenses only for maintenance of the grounds (mowing and snow removal), which the City pledged to continue as part of the donation.

PERSONNEL

Personnel costs represent the cost of Public Works employees doing maintenance work as mentioned above.

SERVICES

1162 - When the depot building was donated to the Mille Lacs County Historical Society in 1995, the City pledged a total of \$18,750 to be spread over ten years to help with some of the operating costs. This ended in 2004.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	18	250	200	250
	Part-time & Seasonal Salaries	--	194	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	17	110	85	100
TOTAL PERSONNEL		0	229	360	285	350
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	0	0	0	0
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1343	Chemical Sterilant & Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL DEPOT CENTER		0	229	360	285	350

BUDGET NOTES

This department was initiated in 2005 to account for the activity involved with the operation of the Splash Park.

PERSONNEL

Personnel includes the costs for the time actually worked on the Splash Park by Public Works employees. The budget also includes money for seasonal employees to collect money and supervise the use of the facility.

SERVICES

1102 - is for printing or publishing of promotional material.

1120 - phone service costs – either cellular or land line – whichever proves to be most beneficial.

1136 - electric for the Splash Park pumps and other lights in the area along with water used in the activity. The large increase in 2012A and 2013A is due to a more accurate accounting of the water billings for this activity with the addition of water meters and proper coding of the bills. There is still some adjusting of the budget amounts as the expense allocation continues to be refined.

1143 - is for a contract to promote and manage the operations of the splash park.

1154 - repair and maintenance items for the splash park equipment.

1162 - maintenance equipment rental such as air compressors.

1186 - sales tax on revenue generated from admissions and sales.

SUPPLIES

1340 - supplies for equipment and chemicals necessary for the safe operation of the Splash Park.

1343 – chemicals for treating the water to healthy standards for aquatic purposes.

CAPITAL OUTLAY

No expenditures were made or are anticipated.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	4,406	4,082	5,500	6,000	7,200
	Part-time & Seasonal Salaries	5,649	6,737	6,750	6,450	7,500
	Overtime Salaries	--	114	--	--	--
	Fringe Benefits	1,887	2,305	3,425	3,085	3,515
TOTAL PERSONNEL		11,942	13,238	15,675	15,535	18,215
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	762	827	750	875	875
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	88	348	300	550	400
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	6,097	17,295	21,500	15,000	17,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert	2,848	2,794	3,000	3,200	3,200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	3,615	8,284	3,500	6,200	5,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges - Rental	--	--	70	--	70
1186	Taxes and Licenses	1,958	2,363	2,700	2,700	2,750
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	500	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		15,368	31,911	32,320	28,525	29,795
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	58	163	100	50	100
1340	General Supplies	2,341	4,253	3,000	4,000	4,000
1343	Chemical Sterilant & Supplies	604	1,712	1,000	1,500	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		3,003	6,128	4,100	5,550	5,600
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL PARK MAINTENANCE		30,313	51,277	52,095	49,610	53,610

BUDGET NOTES

PERSONNEL

Personnel includes the costs for the time actually worked in the parks by Public Works employees. Benefit costs have been included in this department for one Public Works employee. The budget includes money for seasonal employees to assist in maintenance of the parks and for a seasonal employee to be based at Mark Park as an attendant and flower-waterer. This individual waters and cuts the grass and performs other maintenance work and also waters flowers.

SERVICES

1102 - is for printing or publishing.

1136 - electric for the Mark Park annex building, ball field lights and all other lights in the City parks. This has increased dramatically since more of the lights have been metered. The largest increases are due to newly metering of all water used for irrigation. The irrigation of the fields is being monitored more closely in hopes of increasing the efficiency of the program to obtain maximum benefit of the water consumed.

1140 - contracting with a person to water flowers when employees do not have time.

1143 - beginning in 2007 this contains funds for payment to Park Board members of \$20 per meeting. This was reduced beginning in 2009 to \$10 to help deal with LGA reductions.

1154 - repair and maintenance items for the lawn mowers, other equipment, playground equipment and restrooms.

1162 - maintenance equipment rental such as air compressors.

1186 - the license on the pickup assigned to this department and for a campground license for Riverside Park

SUPPLIES

1338 - gasoline for mowers and pickup trucks.

1340 - supplies for equipment, park shelters and restrooms, etc. This includes \$1,100 allocated for a tree-planting program for the parks.

CAPITAL OUTLAY

1502 - 2011A was for the trail that was done and the dog park fencing. 2012A has the adjusted amounts for the few remaining costs associated with the dog park.

1510 - 2013A has \$5,000 for a leaf vacuum on a riding along with \$6,000 for an air compressor. 2014A has \$22,000 for a pickup truck and \$2,500 for a boom sprayer.

TRANSFERS

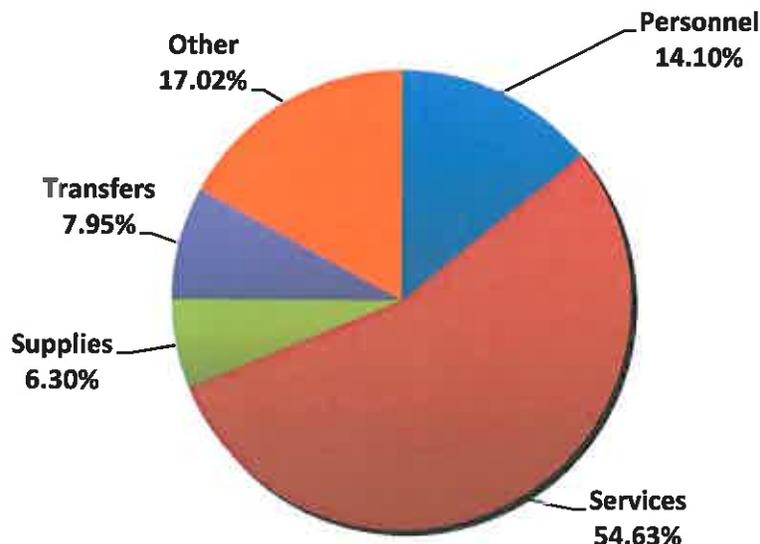
1790 -The City has transferred \$800 out of the General Fund into the Solheim Field Fund, the special revenue fund for baseball field maintenance expenses, since 1985. This transfer is in recognition of the fact that Solheim Field is the location of a popular community activity occurring on City property. The baseball field was donated to the City and it is therefore a City responsibility to keep the field in a safe and playable condition. The City's budget still does not yet reflect this situation since much of the labor and cost is still donated by other individuals and organizations.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	62,663	44,437	52,500	45,000	57,000
	Part-time & Seasonal Salaries	8,378	12,746	12,000	5,500	7,000
	Overtime Salaries	32	--	--	--	--
	Fringe Benefits	21,852	17,585	24,900	19,980	23,940
TOTAL PERSONNEL		92,925	74,768	89,400	70,480	87,940
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	174	100	--	100
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	5	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	36,851	13,008	25,000	15,000	20,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert/Sealcoating	630	680	750	1,500	700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	21,540	11,579	19,500	15,000	14,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges - Rental	60	--	150	50	100
1186	Taxes and Licenses	796	514	500	500	500
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	60	235	300	400	400
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		59,937	26,195	46,300	32,450	36,300
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	828	774	800	825	825
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	1,566	2,058	2,500	2,000	2,250
1340	General Supplies	7,644	4,817	9,500	8,000	7,500
1343	Chemical Sterilant & Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		10,038	7,649	12,800	10,825	10,575
1501	Land	--	--	--	--	--
1502	Improvements	32,685	355	--	--	--
1510	Equipment	--	--	11,000	--	24,500
TOTAL CAPITAL OUTLAY		32,685	355	11,000	0	24,500
1790	Transfers Out	800	800	800	800	800
TOTAL TRANSFERS		800	800	800	800	800
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL PARK MAINTENANCE		196,385	109,767	160,300	114,555	160,115

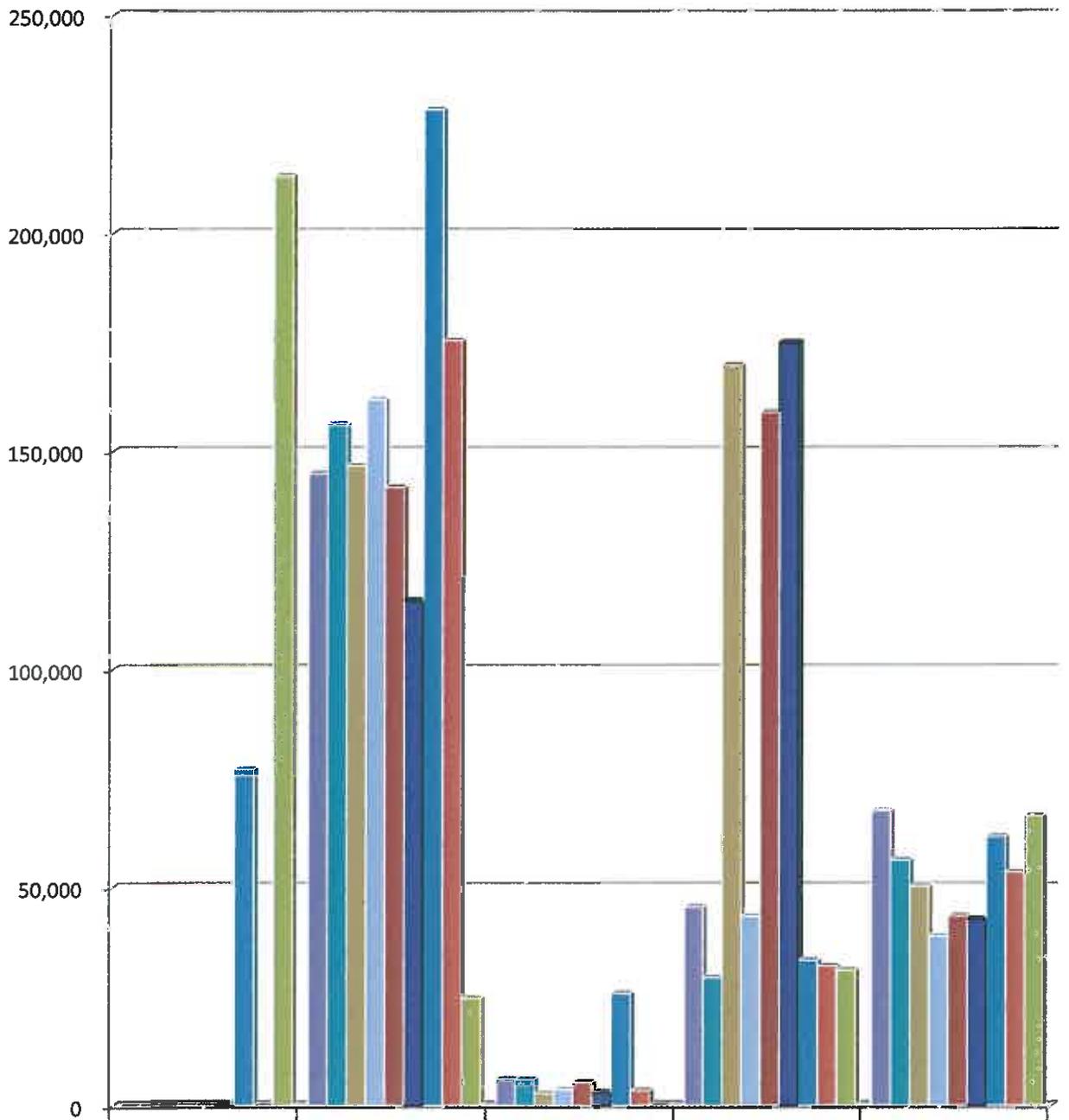
**OTHER
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
TOTAL PERSONNEL		0	0	77,000	0	55,000
	% of Total Department	0.00%	0.00%	18.07%	0.00%	14.09%
	% of Total Personal Services	0.00%	0.00%	4.61%	0.00%	3.29%
TOTAL SERVICES		141,823	115,835	228,400	175,450	213,200
	% of Total Department	40.58%	34.44%	53.60%	66.39%	54.63%
	% of Total Supplies	17.40%	14.21%	28.02%	21.53%	26.16%
TOTAL SUPPLIES		5,264	2,935	25,750	3,445	24,600
	% of Total Department	1.51%	0.87%	6.04%	1.30%	6.30%
	% of Total Services	3.12%	1.74%	15.24%	2.04%	14.56%
TOTAL CAPITAL OUTLAY		0	0	0	0	0
	% of Total Department	0.00%	0.00%	0.00%	0.00%	0.00%
	% of Total Capital Outlay	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL TRANSFERS		158,950	174,906	33,305	31,980	31,000
	% of Total Department	45.48%	52.01%	7.82%	12.10%	7.94%
	% of Total Transfers	77.05%	84.79%	16.15%	15.50%	15.03%
TOTAL OTHER		43,436	42,631	61,630	53,410	66,410
	% of Total Department	12.43%	12.68%	14.46%	20.21%	17.02%
	% of Total Other	66.69%	65.45%	94.62%	82.00%	101.96%
TOTAL OTHER DIVISION		349,473	336,307	426,085	264,285	390,210
	% of General Fund	11.65%	11.59%	11.88%	8.46%	10.50%
	Cost per Capita	\$77.35	\$71.59	\$89.80	\$55.70	\$81.43

OTHER EXPENDITURES BY TYPE



OTHER EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	TRANSFERS	OTHER
2007 ACTUAL	0	144,968	5,978	45,500	67,597
2008 ACTUAL	0	156,421	5,879	29,300	56,284
2009 ACTUAL	0	146,765	2,711	169,705	50,183
2010 ACTUAL	0	161,971	3,700	43,400	38,812
2011 ACTUAL	0	141,823	5,264	158,950	43,436
2012 ACTUAL	0	115,835	2,935	174,906	42,631
2013 ADOPTED	77,000	228,400	25,750	33,305	61,630
2013 REVISED	0	175,450	3,445	31,980	53,410
2014 ADOPTED	213,200	24,600	0	31,000	66,410

**OTHER
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	0	0	72,000	0	40,000
	Part-time & Seasonal Salaries	0	0	0	0	0
	Overtime Salaries	0	0	0	0	0
	Fringe Benefits	0	0	5,000	0	15,000
TOTAL PERSONNEL		0	0	77,000	0	55,000
1102	Printing and Publishing	0	0	0	0	0
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	0	0	0	0	0
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	0	0	0	0	0
1140	Contracted Labor	0	0	10,000	2,500	5,000
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	0	230	3,000	1,000	3,000
1150	Insurance and Bonds	88,820	75,786	120,000	110,000	120,000
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	1,526	582	2,000	1,750	2,000
1158	Membership and Subscriptions	617	591	700	700	700
1159	Safety Program Dues & Expenses	8,251	8,921	9,500	8,500	9,500
1160	Books and Reference Material	0	0	0	0	0
1162	Other Charges	26,683	8,259	30,000	15,000	25,000
1185	Annexation Tax Requirements	15,394	20,652	37,000	30,000	37,000
1186	Taxes and Licenses	532	814	1,200	1,000	1,000
1187	Building Permit Revenue Reserve	0	0	15,000	5,000	10,000
1190	Lodging, Meals and Per Diem	0	0	0	0	0
TOTAL SERVICES		141,823	115,835	228,400	175,450	213,200
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	0	0	0	0	0
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	1,543	1,498	1,750	1,400	1,600
1340	General Supplies	3,721	1,416	4,000	2,000	3,000
1343	Chemical Sterilant and Supplies	0	0	0	0	0
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	0	21	0	45	0
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	0	0	0
1410	Service and Supplies Inflation	0	0	20,000	0	20,000
TOTAL SUPPLIES		5,264	2,935	25,750	3,445	24,600
1501	Land	0	0	0	0	0
1502	Improvements	0	0	0	0	0
1510	Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	158,950	174,906	33,305	31,980	31,000
TOTAL TRANSFERS		158,950	174,906	33,305	31,980	31,000
1810	Remit Collections for Other Agencies	43,436	42,631	41,630	48,410	46,410
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	20,000	5,000	20,000
TOTAL OTHER		43,436	42,631	61,630	53,410	66,410
TOTAL OTHER DIVISION		349,473	336,307	426,085	264,285	390,210

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BUDGET NOTES

PERSONNEL 2013A represents a salary pool for wage adjustments including COLA and includes associated payroll tax increases. 2013R presents the increases allocated to each department. 2014A again has a pool for wage COLA and any adjustments made for medical insurance costs. This increase will be allocated when the revised budget for 2014 is adopted and all of the negotiations are complete.

SERVICES

- 1140 - for a labor consultant for assistance with union negotiations and other compensation related work. Also included are amounts for consultant assistance with grievances.
- 1143 - other possible expert assistance related to personnel.
- 1150 - cost of city property, liability and workers compensation insurance for all general fund departments. Premium costs associated with sewer, liquor and airport are allocated to these funds. To minimize the premiums the City maintains deductibles at a \$10,000 per occurrence, \$20,000 annual total deductible level. A separate fund has been established to reserve for deductible payments. The premium increases are due to increased asset levels and the number and amount of claims.
- 1154 - the maintenance agreement on the City Hall copy machine and other equipment repair expenses.
- 1158 - subscriptions that are shared by departments such as the Federal Labor Standards Act subscription and the CGMC/MAMA labor committee dues.
- 1159 - initiated in 1997 for the City's dues for the MMUA Safety Program and for costs and expenses incurred for safety compliance including the alcohol and drug testing for CDL holders.
- 1160 - reference books for citywide use.
- 1162 - various costs, including legal expenses involved in personnel issues and lawsuits. The large amounts are primarily related to legal costs for personnel issues.
- 1185 - is for tax abatement expenditures as required.
- 1186 - solid waste assessments on City property.
- 1187 - reserve for building permit and other development fees that have to be used for development. Revenue in excess of current development expenses is reserved here for use to offset future costs.

SUPPLIES

- 1338 - senior citizen van gasoline.
- 1340 - supplies used by several of the city departments and for the copy machine such as paper.
- 1410 - represents an inflationary pool for the various departments. Instead of projecting which items will be affected most by inflation and allocating to each department, one amount is placed here to be allocated as needed.

TRANSFERS

- 1790 - 2011A has \$6,450 for cemetery, \$2,000 civic center and \$35,500 airport, \$25,000 to replenish the insurance deductible fund and \$90,000 to close out Fund 301 an improvement fund. 2012A has \$7,500 cemetery, \$5,000 civic center, \$15,000 airport, \$122,406 to close out several construction funds, and \$25,000 to again replenish the insurance deductible fund. 2013A has \$8,500 cemetery, \$3,135 civic center and \$21,670 airport. 2013R has \$980 cemetery, \$2,500 civic center and \$28,500 airport. 2014A includes transfers of \$5,000 cemetery, \$4,500 civic center and \$21,500 airport.

OTHER

- 1999 - reserve to be made available for unexpected costs.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries/Add Staff	--	--	72,000	--	40,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	5,000	--	15,000
TOTAL PERSONNEL		0	0	77,000	0	55,000
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	10,000	2,500	5,000
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	230	3,000	1,000	3,000
1150	Insurance and Bonds	88,820	75,786	120,000	110,000	120,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,526	582	2,000	1,750	2,000
1158	Membership and Subscriptions	617	591	700	700	700
1159	Safety Program Dues & Expenses	8,251	8,921	9,500	8,500	9,500
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	26,683	8,259	30,000	15,000	25,000
1185	Annexation/Abatement Requireds	15,394	20,652	37,000	30,000	37,000
1186	Taxes and Licenses	532	814	1,200	1,000	1,000
1187	Building Permit Revenue Reserve	--	--	15,000	5,000	10,000
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		141,823	115,835	228,400	175,450	213,200
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline/Senior Citizen Van	1,543	1,498	1,750	1,400	1,600
1340	General Supplies	3,721	1,416	4,000	2,000	3,000
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	21	--	45	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1410	Service and Supplies Inflation	--	--	20,000	--	20,000
TOTAL SUPPLIES		5,264	2,935	25,750	3,445	24,600
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	158,950	174,906	33,305	31,980	31,000
TOTAL TRANSFERS		158,950	174,906	33,305	31,980	31,000
1810	Remit Collections for Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	20,000	5,000	20,000
TOTAL OTHER		0	0	20,000	5,000	20,000
TOTAL UNALLOCATED		306,037	293,676	384,455	215,875	343,800

BUDGET NOTES

Dollars in this division are paid to support the Fire Relief Association.

1810 represents the payment to the Princeton Fire Department of the amount of aid received from the state. This aid represents the 2% tax on fire insurance policies written for property in the Fire Department's service area. Although the aid had been relatively consistent over the past several years, 2008 showed a significant **decrease** of about 21%. This resulted primarily from a correction statewide in the calculation of the 2% of fire insurance premiums that is used to determine the aid and a decrease in area served. There was another slight decrease in 2009 which in part is probably linked to changes in market value for insurance purposes and perhaps even less insured properties if foreclosed. However 2011 did show an increase of nearly 7% from the 2010A. 2011A also includes \$2,000 of supplemental aid for 2 qualifying retirements. 2012A had \$1,000 of supplemental aid for a qualifying retirement. 2013A is budgeted at the same level as received in 2012, less the supplemental aid. 2013R has the actual amount of aid received plus \$2,000 of supplemental aid for a qualifying retirement. 2014A is budgeted at the same level as received in 2013, less the supplemental aid.

CODE NO.	DESCRIPTION	2011 ACTUAL	2012 ACTUAL	2013 ADOPTED	2013 REVISED	2014 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert/Stop Light Maintenance	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1159	Safety Program Dues & Expenses	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges/Road Opening Repair	--	--	--	--	--
1185	Annexation Tax Requirements	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1187	Building Permit Revenue Reserve	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	0	0	0	0
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1410	Service and Supplies Inflation	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agencies	43,436	42,631	41,630	48,410	46,410
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		43,436	42,631	41,630	48,410	46,410
TOTAL FIRE RELIEF		43,436	42,631	41,630	48,410	46,410