

LEVY ANALYSIS

	2008	2009	2010	2011	2012	2013	2014	Proposed 2015
GENERAL FUND	883,546	906,249	906,249	986,500	1,126,099	1,194,919	1,822,925	1,866,840
STATE AID REDUCTION LEVY	--	--	80,100	90,849	0	0	0	0
FIRE RELIEF	--	--	--	--	721,441	721,441	0	0
POLICE WAGE & BENEFIT SPECIAL LEVY	686,170	721,441	721,441	721,441	721,441	721,441	0	0
CAPITAL IMPROVEMENT	175,600	175,600	175,600	175,600	175,600	75,600	175,600	175,600
EDA	17,895	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	0
COPS GRANT REDUCTION LEVY	21,500	21,500	21,500	21,500	21,500	21,500	0	0
SMITH SYSTEM ROAD ASSESS	12,450	12,450	0	0	0	0	0	0
LIBRARY BONDS	5,725	0	0	0	0	0	0	0
RUM RIVER DRIVE LEVY	0	0	0	0	0	0	0	0
SCHOOL & INDUSTRIAL PARK	15,000	15,000	0	0	0	0	0	0
FIRST STREET PROJECT	10,100	10,000	10,000	0	0	0	0	0
2nd & 7th STREET PROJECT	15,500	15,500	10,000	0	0	0	0	0
WEST SIDE PROJECT - 503	90,000	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	20,000
2nd & 10th Street Project		2,500	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	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	2,207,835
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	2,207,835
INC (DEC) FROM PRIOR YEAR	6.97%	3.21%	3.00%	0.00%	2.00%	-1.40%	-1.46%	2.03%
AMOUNT OF LGA	741,676	673,226	535,932	723,241	535,932	535,933	813,075	838,685
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	2,934,020
ESTIMATED NET TAX CAPACITY	3,234,709	3,402,640	3,352,680	3,009,781	2,589,938	2,553,758	2,761,779	2,961,469
ESTIMATED TAX CAPACITY RATE	63.49	62.30	65.12	72.54	85.99	85.99	78.35	74.55
PERCENTAGE CHANGE	3.65%	-1.88%	4.54%	11.39%	18.54%	0.00%	-8.88%	-4.85%
% TAX CAPACITY INCREASE/ (DECREASE)	3.20%	5.19%	-1.47%	-10.23%	-13.95%	-1.40%	8.15%	7.23%

RESOLUTION #14-38

**A RESOLUTION ADOPTING THE REVISED 2014 BUDGET AND
APPROVING THE 2015 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, 2015, to December 31, 2015; and

WHEREAS, the City Administrator has prepared and presented for review the revised 2014 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 2014 revised and 2015 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 2014 revised and 2015 budgets are adopted, including a 2015 property tax levy in the following amount:

General Fund –	
Current Expenditures	\$ 1,866,840
Tax Abatement Levy	35,000
Capital Improvements	175,600
	<u>112,500</u>
Bonded Indebtedness	<u>112,500</u>
CITY SUBTOTAL LEVY	\$2,189,940
Economic Development Authority	<u>17,895</u>
TOTAL LEVY	<u>\$2,207,835</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.

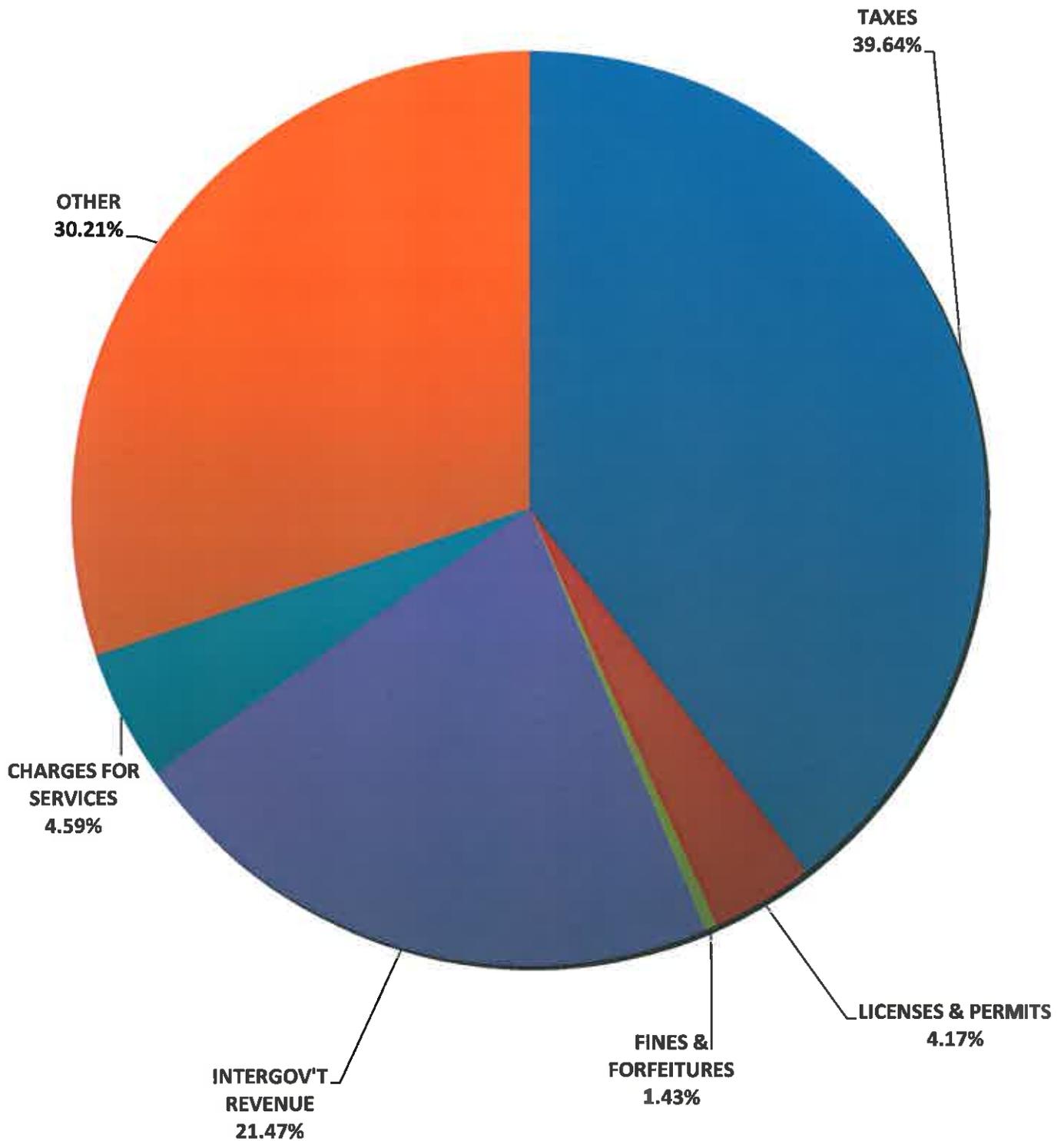
ADOPTED this 11th day of December, 2014.

Paul Whitcomb, Mayor

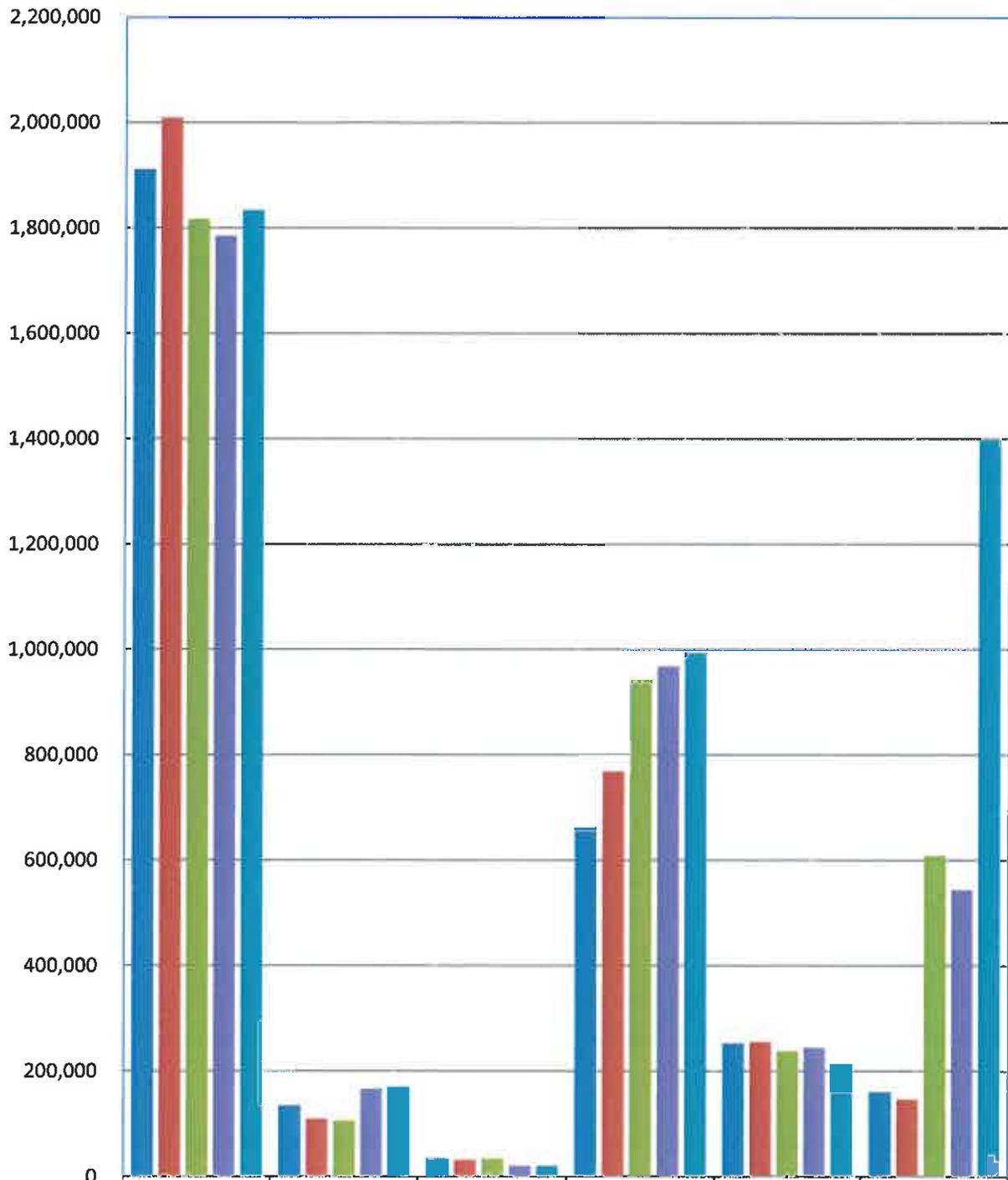
ATTEST:

Shawna Jenkins
City Clerk

2015 GENERAL FUND REVENUE ANALYSIS



Annual General Fund Revenues by Source



	TAXES	PERMITS	FINES	INTERGOV'T REVENUE	CHARGES FOR SERVICES	OTHER
2012 ACTUAL	1,912,343	134,193	33,571	663,272	252,876	160,328
2013 ACTUAL	2,009,679	108,255	30,296	768,149	254,629	145,465
2014 ADOPTED	1,817,425	105,135	33,500	941,985	237,850	608,680
2014 REVISED	1,785,600	165,890	20,050	968,540	244,170	543,825
2015 ADOPTED	1,834,250	169,460	20,000	993,550	212,345	1,398,035

**GENERAL FUND
REVENUE SUMMARY**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>	1,912,343	2,009,679	1,817,425	1,785,600	1,834,250
	% of Total Fund Revenues	60.59%	60.60%	48.54%	47.91%	39.64%
4002	<u>LICENSES & PERMITS</u>	134,193	108,255	105,135	165,890	169,460
	% of Total Fund Revenues	4.25%	3.26%	2.81%	4.45%	3.66%
4003	<u>FINES AND FORFEITURES</u>	33,571	30,296	33,500	20,050	20,000
	% of Total Fund Revenues	1.06%	0.91%	0.89%	0.54%	0.43%
4004	<u>INTERGOVERNMENTAL REVENUE</u>	663,272	768,149	941,985	968,540	993,550
	% of Total Fund Revenues	21.01%	23.16%	25.16%	25.98%	21.47%
4005	<u>CHARGES FOR SERVICES</u>	252,876	254,629	237,850	244,170	212,345
	% of Total Fund Revenues	8.01%	7.68%	6.35%	6.55%	4.59%
4006	<u>OTHER</u>	160,328	145,465	608,680	543,825	1,398,035
	% of Total Fund Revenues	5.08%	4.39%	16.25%	14.59%	30.21%
TOTAL GENERAL FUND REVENUES		3,156,583	3,316,473	3,744,575	3,728,075	4,627,640

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>					
3200	Property Taxes - Current	1,857,927	1,964,529	1,765,025	1,752,600	1,806,750
3202	Property Taxes - Delinquent	51,027	40,076	50,000	25,000	25,000
3204	Penalty and Interest	3,389	5,074	2,400	3,000	2,500
3218	Forfeit Tax Sale Proceeds	--	--	--	5,000	--
TOTAL		1,912,343	2,009,679	1,817,425	1,785,600	1,834,250
4002	<u>LICENSES & PERMITS</u>					
3230	Temporary Non-Intox. On-Sale	365	75	75	75	75
3234	Building Permits	55,090	40,510	40,000	74,000	75,000
3235	Plan Check Fees	30,773	18,864	18,000	42,500	43,000
3236	Building Permit Surcharge	3,608	1,494	3,000	5,200	5,300
3238	Cigarette Licenses	1,017	500	800	800	800
3239	Cable Franchise Fee	29,545	32,075	32,000	33,750	33,750
3240	Fence Permits	200	150	150	125	150
3242	Misc. Permits and Licenses	380	590	400	470	470
3246	Club Liquor License	700	500	700	500	500
3250	Liquor On-Sale License	10,125	11,177	7,500	5,855	7,500
3252	Non-Intoxicating Off-Sale	200	--	200	100	200
3254	Non-Intoxicating On-Sale	650	--	650	25	250
3255	Set-Up (Display) License	--	--	--	--	--
3256	Refuse Haulers License	500	--	500	300	300
3257	Recycling Facility License	10	10	10	10	10
3258	Peddlers License	420	1,170	400	510	250
3260	Plumbing Permit	370	795	500	1,500	1,600
3262	Plumbing Permit Surcharge	30	65	50	75	80
3266	Pet License	160	230	150	70	200
3268	Golf Cart Permit	50	50	50	25	25
TOTAL		134,193	108,255	105,135	165,890	169,460
4003	<u>FINES AND FORFEITURES</u>					
3270	Court Fines	33,451	30,176	33,500	20,000	20,000
3272	Traffic Violations - Parking	120	120	--	--	--
3274	Tobacco Violation Fines	--	--	--	--	--
3276	Administrative Fines	--	--	--	50	--
TOTAL		33,571	30,296	33,500	20,050	20,000
4004	<u>INTERGOVERNMENTAL REVENUE</u>					
3900	COPS Grant - School Liaison	--	110	--	--	--
3902	Safe & Sober Grant	3,984	191	--	600	--
3903	State - Police Grant	--	--	--	--	--
3904	Fire Aid - 2%	42,631	62,123	46,410	60,050	60,050
3908	Market Value Credit Aid	--	--	--	--	--
3910	Local Government Aid	535,932	612,831	813,075	813,075	838,685
3912	Miscellaneous Aid	5,874	9,512	7,500	7,500	7,500
3916	Police Aid	74,851	83,382	75,000	87,315	87,315
TOTAL		663,272	768,149	941,985	968,540	993,550

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
4005	<u>CHARGES FOR SERVICES</u>					
3400	Accident Reports	15	--	--	85	--
3404	Assessment Searches	--	65	--	60	--
3406	Township Fire Service Contracts	136,290	142,345	143,500	149,010	153,000
3410	Charges for Current Services	16	164	50	40	50
3412	Copies	20	--	20	--	--
3416	Dog Pound	700	200	300	200	200
3420	Election Filing Fee	6	--	5	10	--
3428	AFSS Lease Revenue	70,417	65,000	48,750	48,750	15,130
3431	Community Room Rental	397	1,140	750	1,000	1,000
3434	Other/Splash Park Rentals	26,413	27,875	28,200	25,940	26,000
3435	Splash Park Miscellaneous	1,522	1,430	1,450	385	400
3440	Mark Park Rental	4,500	3,800	3,700	5,020	4,800
3442	Miscellaneous Police Revenue	261	1,205	700	870	750
3443	Blacktop Repair Reimbursement	--	--	--	--	--
3444	Miscellaneous Service Revenue	635	(150)	--	510	--
3445	Sign Sale and Reimbursement	--	--	--	--	--
3446	Miscellaneous Street Revenue	--	--	--	100	--
3447	Compost Disposal Revenue	--	--	--	--	--
3452	Zoning and Development Fees	3,050	2,508	2,500	3,500	2,500
3454	Vacancy Notification Fees	615	250	100	375	200
3456	Police Reports	323	354	325	340	340
3457	Fire Reports	45	150	100	75	75
3462	Sale of Winter Salt and Sand	2,520	3,393	2,500	3,000	3,000
3464	Sale of Maps	--	--	--	--	--
3466	Sale of Ordinances	--	--	--	--	--
3494	Work for Other Agencies	5,131	4,900	4,900	4,900	4,900
TOTAL		252,876	254,629	237,850	244,170	212,345
4006	<u>OTHER</u>					
3944	Donation - Grant	--	--	--	--	--
3945	Camping Donations	2,672	2,000	2,200	1,585	2,000
3946	Contributions and Donations	850	1,200	--	--	--
3947	Contributions - Other Funds/CIP	--	--	447,480	347,650	1,080,735
3948	Payment in Lieu of Taxes - PUC	52,500	52,500	52,500	52,500	52,500
3949	Contributions - Other Funds/Liquor	--	--	--	43,330	164,300
3950	Interest Income	13,550	(1,701)	12,000	2,000	2,000
3951	Transfer In - Other	--	--	--	--	--
3960	Miscellaneous Income	126	886	--	2,260	--
3963	Excise Tax Rebate	--	--	--	--	--
3965	Misc. Refunds & Reimbursements	--	--	--	--	--
3966	Youth Services Officer - School	90,630	90,580	94,500	94,500	96,500
TOTAL OTHER		160,328	145,465	608,680	543,825	1,398,035
TOTAL GENERAL FUND REVENUES		3,156,583	3,316,473	3,744,575	3,728,075	4,627,640

GENERAL FUND EXPENDITURE SUMMARY

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	TOTAL PERSONNEL	1,712,583	1,786,336	1,989,010	2,005,565	2,018,175
	% of Total Expenditures	59.00%	55.46%	53.12%	55.50%	43.67%
	TOTAL SERVICES	652,202	810,243	933,895	928,280	1,120,655
	% of Total Expenditures	22.47%	25.16%	24.94%	25.69%	24.25%
	TOTAL SUPPLIES	181,824	187,734	216,310	210,845	229,545
	% of Total Expenditures	6.26%	5.83%	5.78%	5.83%	4.97%
	TOTAL CAPITAL OUTLAY	60,979	80,756	447,480	347,650	1,080,735
	% of Total Expenditures	2.10%	2.51%	11.95%	9.62%	23.39%
	TOTAL TRANSFERS	233,163	274,282	70,075	35,385	70,495
	% of Total Expenditures	8.03%	8.52%	1.87%	0.98%	1.53%
	TOTAL OTHER	62,004	81,541	87,285	86,000	101,485
	% of Total Expenditures	2.14%	2.53%	2.33%	2.38%	2.20%
	TOTAL GENERAL FUND	2,902,755	3,220,892	3,744,055	3,613,725	4,621,090
	Cost per Capita	\$617.87	\$681.38	\$792.06	\$764.49	\$977.59

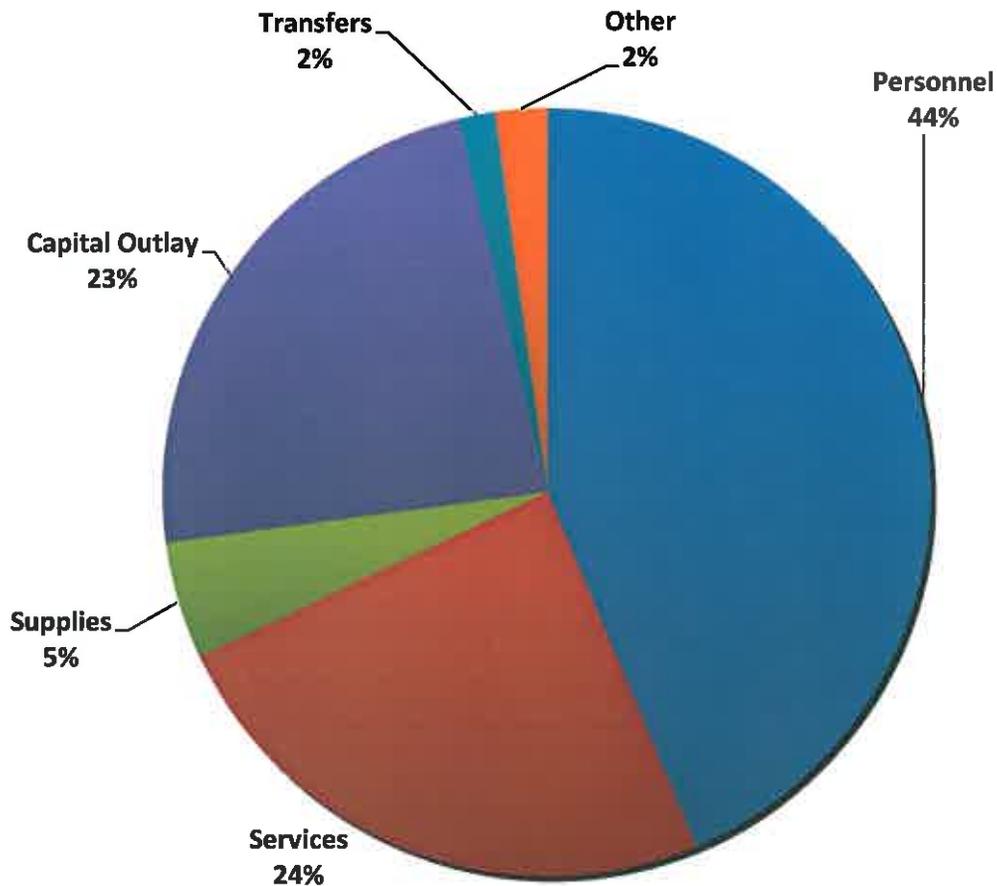
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	1,091,059	1,161,858	1,326,475	1,360,185	1,358,395
	Part-time & Seasonal Salaries	153,919	143,836	111,515	114,400	115,515
	Overtime Salaries	21,784	20,145	19,500	21,355	21,500
	Fringe Benefits	445,821	460,497	531,520	509,625	522,765
TOTAL PERSONNEL		1,712,583	1,786,336	1,989,010	2,005,565	2,018,175
1101	Community Promotion	0	0	3,100	0	3,100
1102	Printing and Publishing	4,672	4,164	6,175	4,855	5,840
1118	Cleaning and Waste Removal	1,344	1,392	1,400	900	1,000
1120	Telephone and Postage	14,065	17,456	18,825	20,135	21,200
1134	Radio and Pager Charges	3,042	2,356	4,250	5,100	4,400
1136	Utilities	90,865	93,976	112,070	124,730	121,565
1140	Contracted Labor	118,215	135,741	173,250	166,390	174,000
1141	Legal Services	61,470	68,438	70,000	69,675	71,500
1142	Engineering Services	1,997	8,903	6,500	4,000	5,000
1143	Other Expert and Professional	75,080	93,464	102,100	102,180	109,700
1150	Insurance and Bonds	97,805	115,008	148,750	136,750	143,000
1152	Tire Purchases and Repairs	2,018	1,201	2,500	2,500	2,500
1154	Maintenance and Repair	95,033	181,924	124,000	136,365	130,950
1158	Membership and Subscriptions	13,868	14,873	16,985	16,280	18,630
1159	Safety Program Dues & Exp.	8,921	7,871	9,500	9,500	10,500
1160	Building Rent	0	0	0	43,330	164,300
1160	Books and Reference Material	218	216	255	250	250
1161	Data Processing/Office Equip R&M	12,110	14,159	18,500	20,000	20,000
1162	Other Charges	14,362	14,450	40,270	19,175	34,420
1172	Rents and Leases	0	0	500	200	400
1185	Annexation Tax Requirement	20,652	19,589	37,000	27,000	35,000
1186	Taxes and Licenses	5,510	5,410	6,655	7,765	6,515
1187	Building Permit Fee Reserve	0	0	10,000	0	10,000
1188	Travel - Mileage, Parking	2,737	1,982	3,400	2,300	3,175
1189	Conferences, Schools, & Training	6,320	3,668	11,910	6,350	17,710
1190	Lodging, Meals and Per Diem	1,898	4,002	6,000	2,550	6,000
TOTAL SERVICES		652,202	810,243	933,895	928,280	1,120,655
1306	Auto Operating Fluids	1,486	1,240	1,950	1,550	1,850
1320	Uniforms	12,205	10,008	13,695	13,525	13,620
1324	Diesel Fuel	23,937	28,762	30,500	41,100	36,500
1338	Gasoline	47,555	45,987	50,850	47,475	50,550
1340	General Supplies	75,995	74,861	68,815	72,995	70,075
1342	Canine Unit Costs & Supplies	0	0	0	0	0
1343	Chemical Sterilant & Supplies	3,273	1,229	3,100	750	3,000
1345	Printed Forms and Supplies	393	34	750	645	750
1358	Office Supplies	1,993	1,982	3,650	2,550	3,700
1360	Safety Program Supplies	4,931	4,347	7,000	8,500	7,500
1382	Small Tools and Equipment	9,854	19,119	15,600	21,505	16,600
1385	Streetscape Maintenance	202	165	400	250	400
1410	Service & Supplies Inflation	0	0	20,000	0	25,000
TOTAL SUPPLIES		181,824	187,734	216,310	210,845	229,545

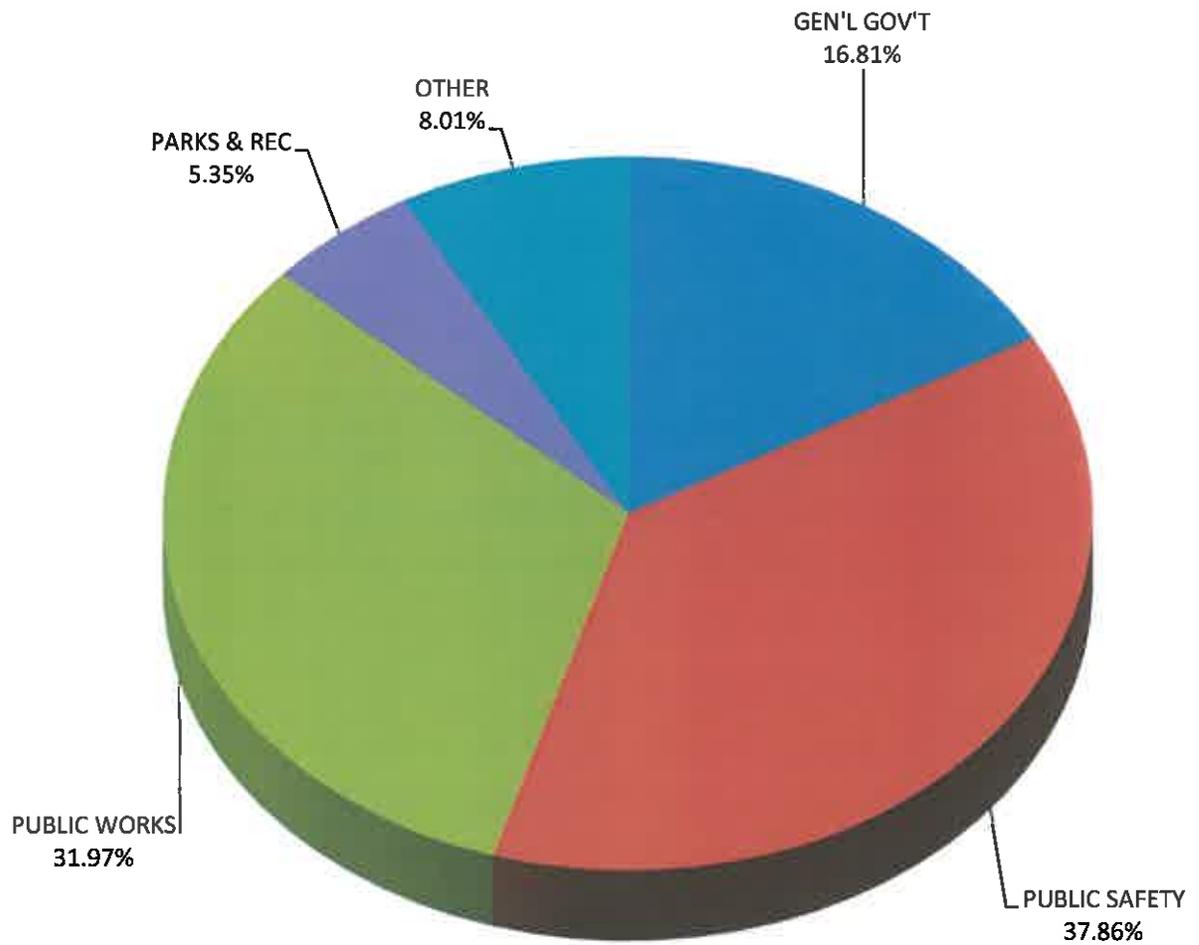
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
1501	Land	0	0	0	0	0
1502	Improvements	355	42,129	105,000	50,990	524,000
1510	Equipment	60,624	38,627	342,480	296,660	556,735
TOTAL CAPITAL OUTLAY		60,979	80,756	447,480	347,650	1,080,735
1790	Transfers Out	233,163	274,282	70,075	35,385	70,495
TOTAL TRANSFERS		233,163	274,282	70,075	35,385	70,495
1810	Remit Collections for Other Agencies	62,004	81,491	67,285	80,975	81,485
1820	Refunds and Reimbursements	0	50	0	25	0
1999	Unallocated Contingency	0	0	20,000	5,000	20,000
TOTAL OTHER		62,004	81,541	87,285	86,000	101,485
TOTAL GENERAL FUND		2,902,755	3,220,892	3,744,055	3,613,725	4,621,090

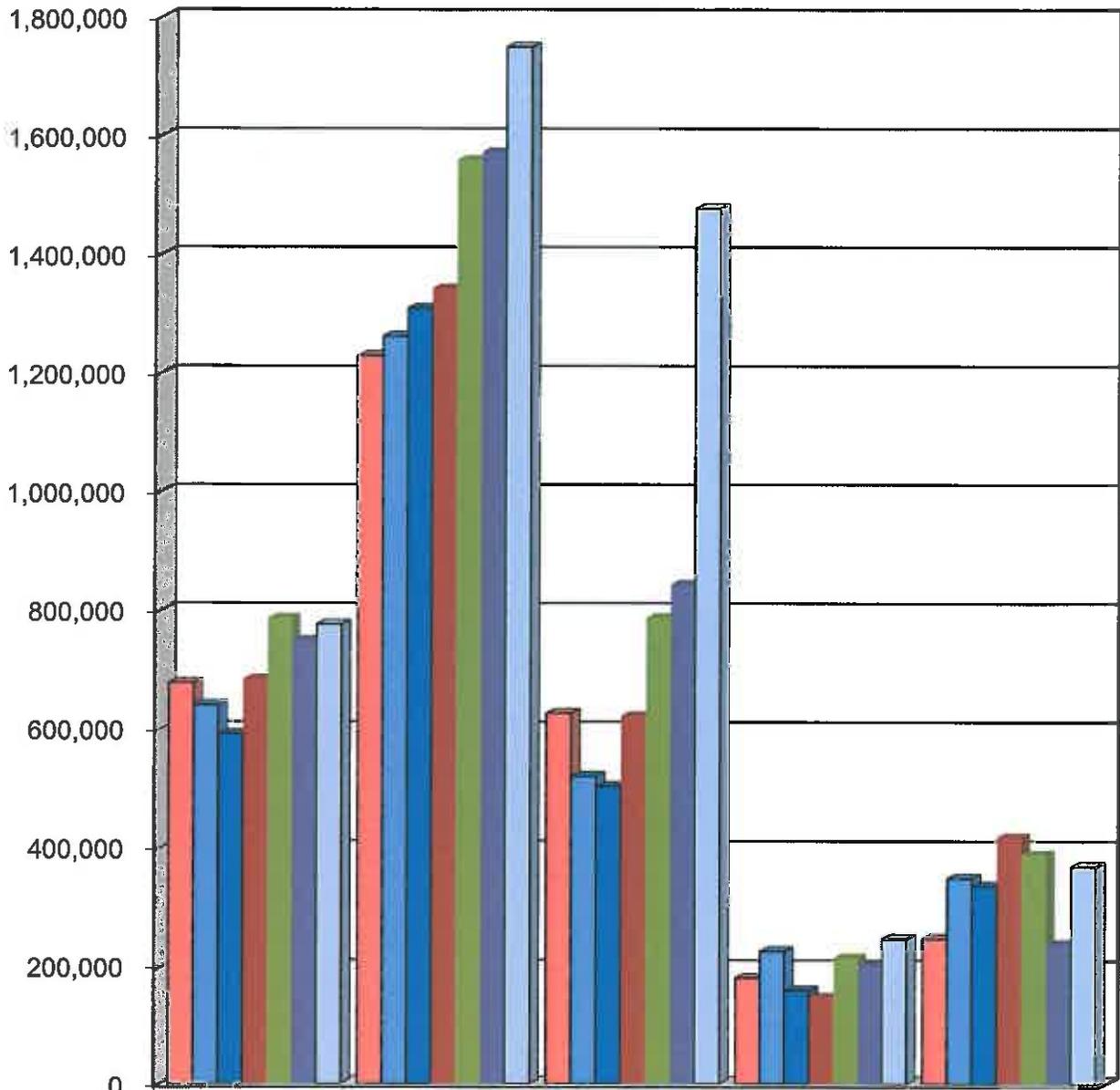
2015 PROPOSED



2015 GENERAL FUND TOTAL EXPENDITURES BY DIVISION

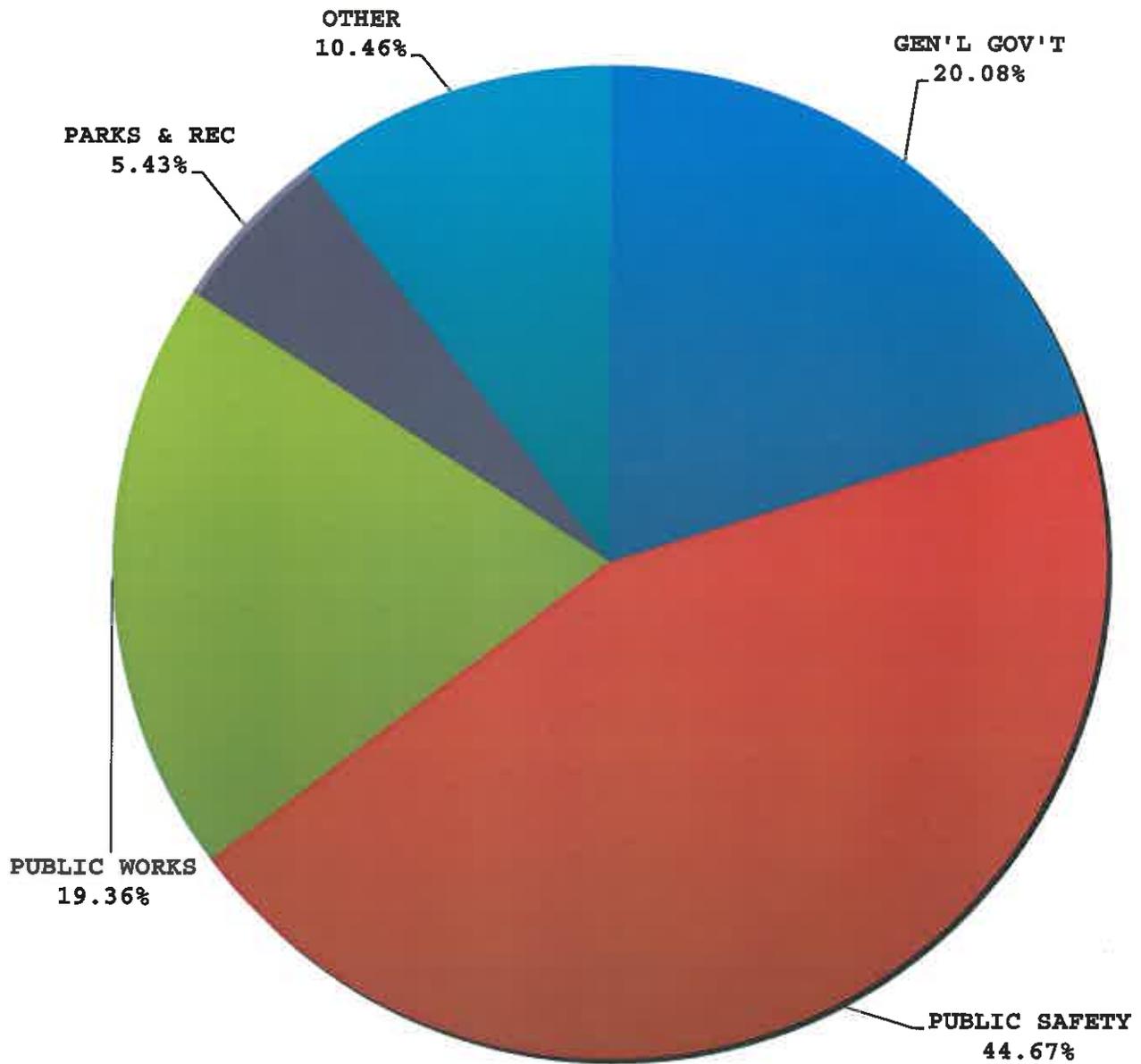


GENERAL FUND TOTAL EXPENDITURES BY DIVISION

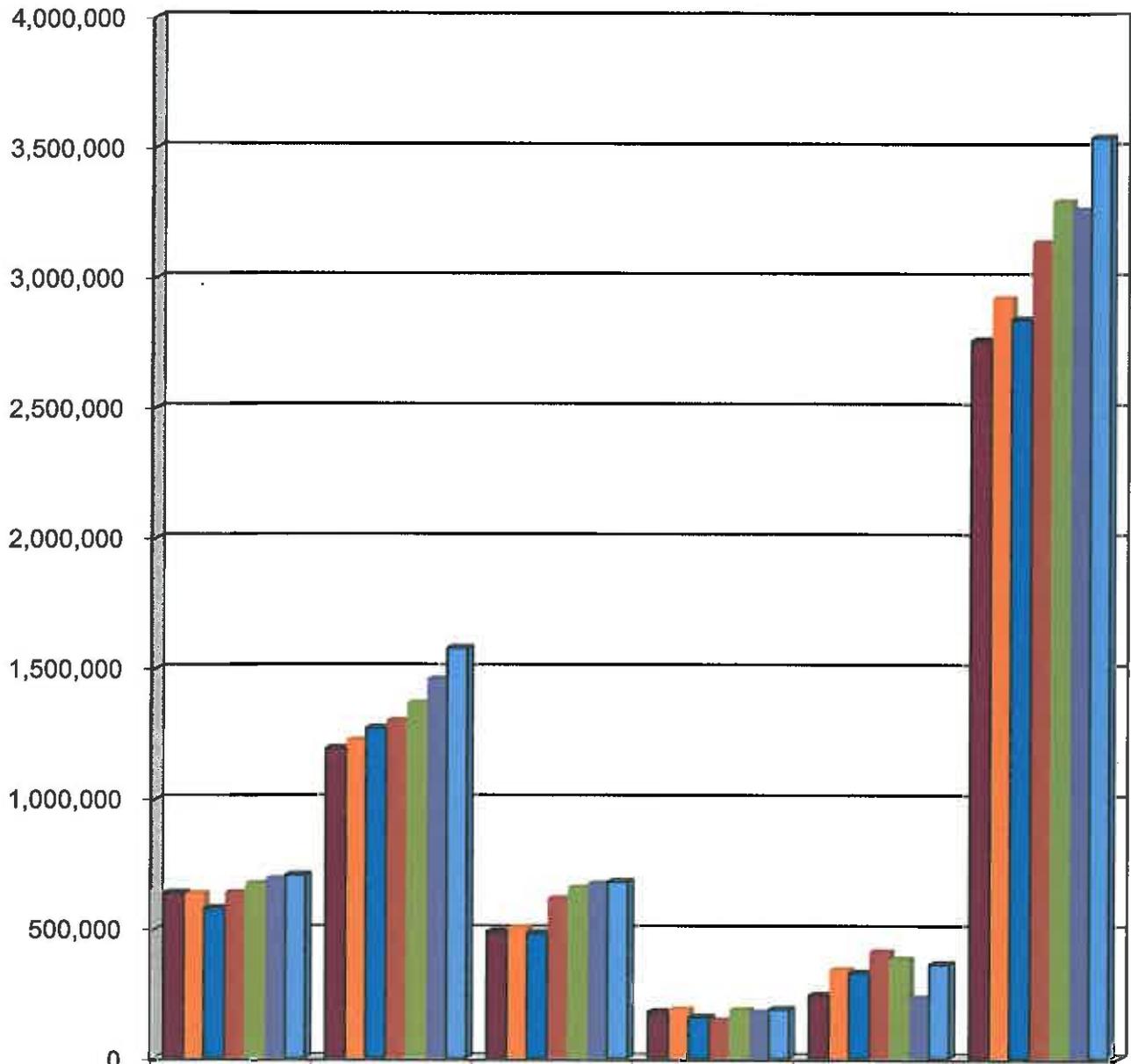


	GEN'L GOV'T	PUBLIC SAFETY	PUBLIC WORKS	PARKS & REC	OTHER
2010A	678,067	1,229,396	626,576	182,453	247,883
2011A	640,553	1,262,035	520,820	226,755	349,473
2012A	591,647	1,309,370	503,876	161,555	336,307
2013A	685,075	1,343,070	622,918	150,655	419,174
2014A	788,055	1,560,515	788,595	216,680	390,210
2014R	751,020	1,573,415	844,825	204,250	240,215
2015A	776,580	1,749,435	1,477,555	247,330	370,190

2015 GENERAL FUND OPERATING EXPENDITURES BY DIVISION

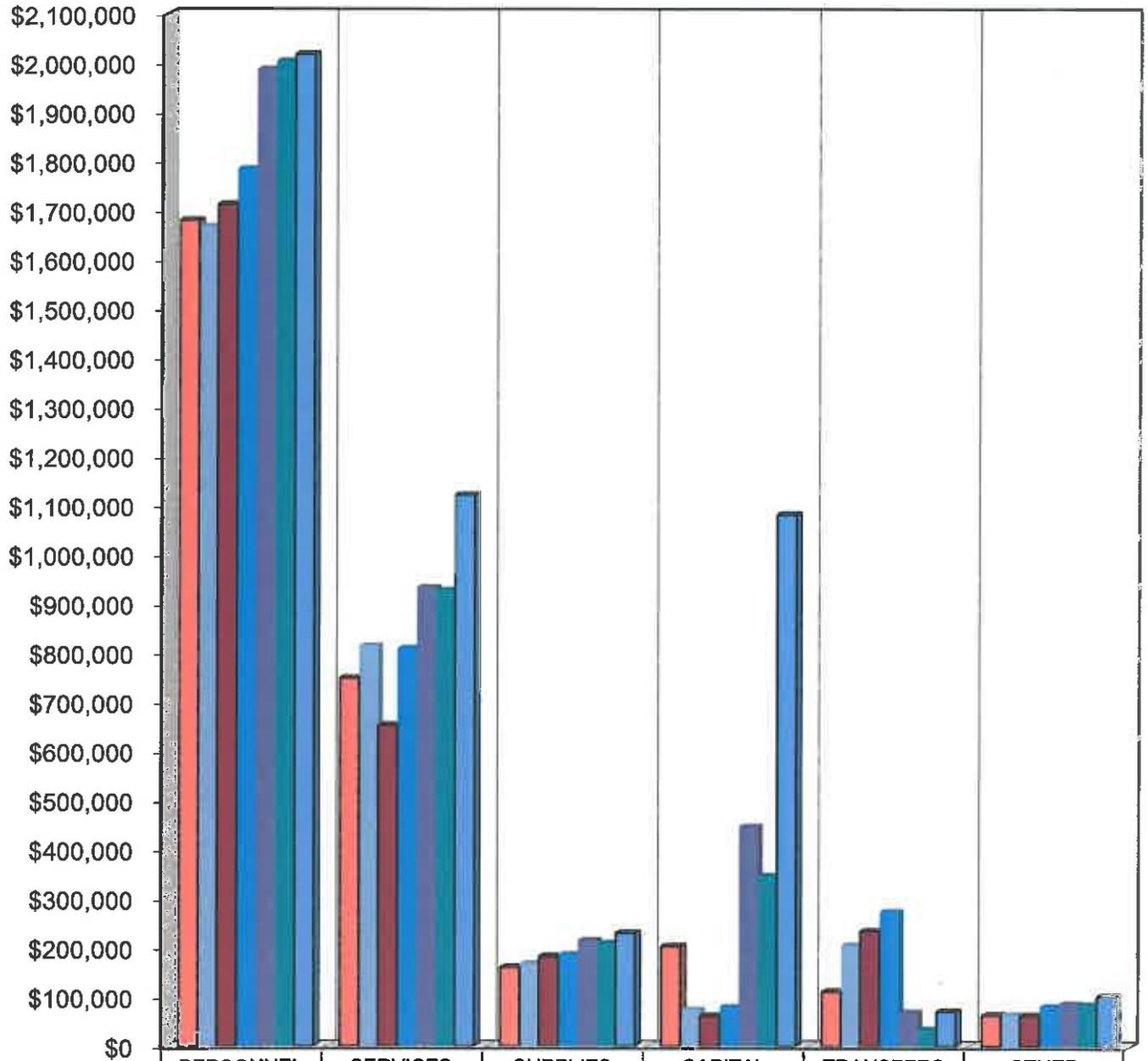


GENERAL FUND OPERATING EXPENDITURES BY DIVISION



	GEN'L GOVT	PUBLIC SAFETY	PUBLIC WORKS	PARKS & REC	OTHER	TOTAL
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	642,946	1,304,443	622,918	150,655	419,174	3,140,136
2014A	678,555	1,371,535	664,095	192,180	390,210	3,296,575
2014R	698,035	1,464,435	680,655	182,735	240,215	3,266,075
2015A	710,930	1,581,350	685,555	192,330	370,190	3,540,355

GENERAL FUND TOTAL EXPENDITURES BY TYPE

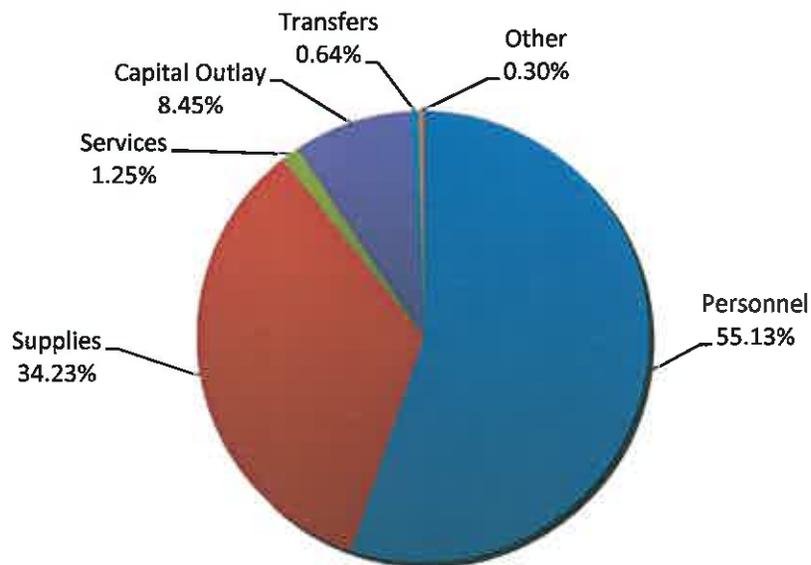


	PERSONNEL	SERVICES	SUPPLIES	CAPITAL	TRANSFERS	OTHER
2010A	1,680,027	748,294	159,841	202,437	110,595	63,181
2011A	1,669,283	815,043	168,919	74,972	206,285	65,134
2012A	1,712,583	652,202	181,824	60,979	233,163	62,004
2013A	1,786,336	810,243	187,734	80,756	274,282	81,541
2014A	1,989,010	933,895	216,310	447,480	70,075	87,285
2014R	2,005,565	928,280	210,845	347,650	35,385	86,000
2015A	2,018,175	1,120,655	229,545	1,080,735	70,495	101,485

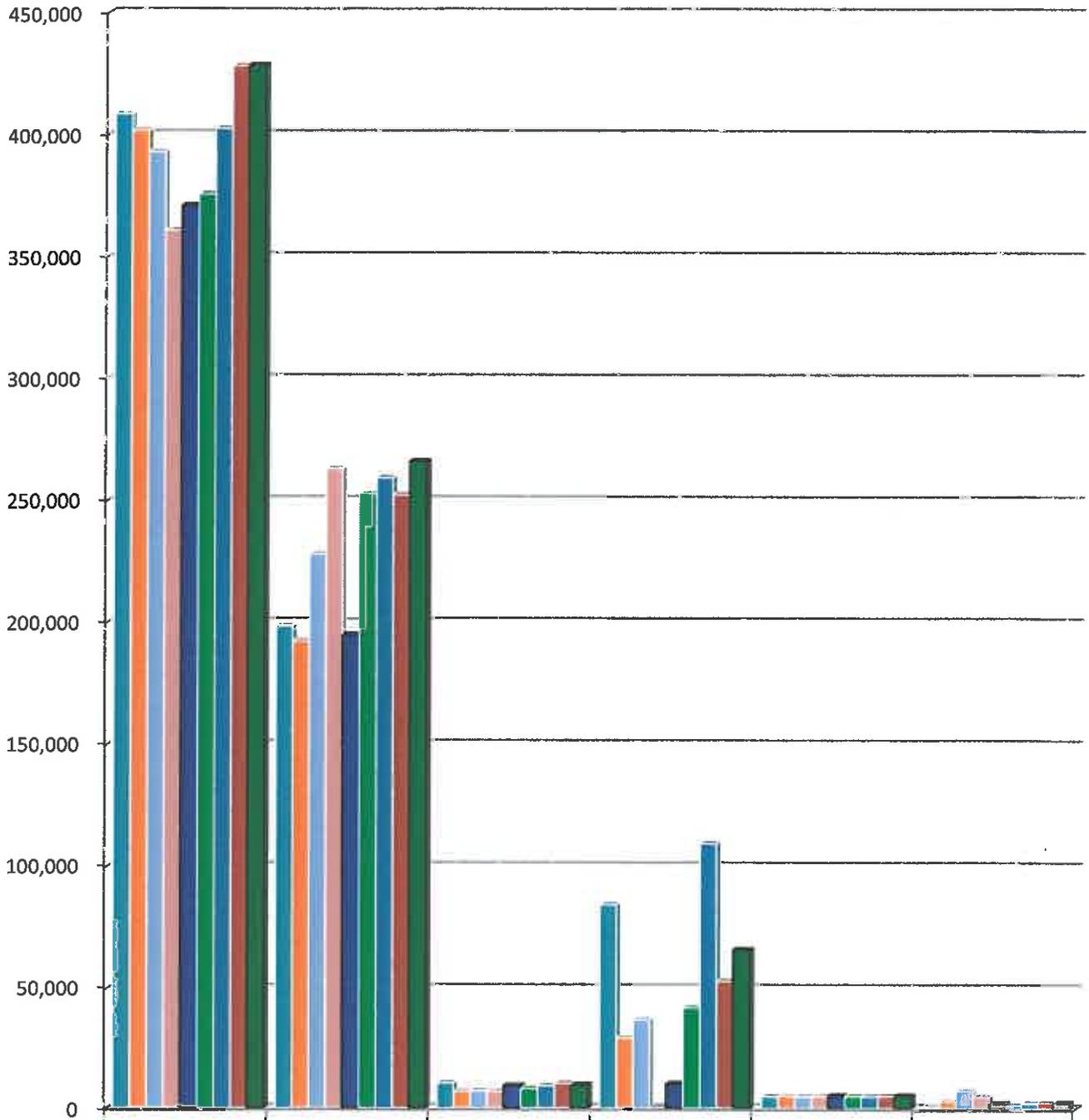
**GENERAL GOVERNMENT
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
TOTAL PERSONNEL		370,715	375,715	402,535	428,090	428,100
	% of Total Department	62.66%	54.84%	51.08%	57.00%	55.13%
	% of Total Personal Services	21.65%	18.89%	20.24%	21.35%	21.21%
TOTAL SERVICES		194,792	252,583	259,385	252,235	265,835
	% of Total Department	32.92%	36.87%	32.91%	33.59%	34.23%
	% of Total Supplies	29.87%	27.05%	27.77%	27.17%	23.72%
TOTAL SUPPLIES		9,257	8,265	9,335	10,360	9,695
	% of Total Department	1.56%	1.21%	1.18%	1.38%	1.25%
	% of Total Services	5.09%	3.82%	4.32%	4.91%	4.22%
TOTAL CAPITAL OUTLAY		10,020	42,129	109,500	52,985	65,650
	% of Total Department	1.69%	6.15%	13.89%	7.06%	8.45%
	% of Total Capital Outlay	16.43%	9.41%	24.47%	15.24%	6.07%
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
	% of Total Department	0.85%	0.73%	0.63%	0.67%	0.64%
	% of Total Transfers	2.14%	7.14%	7.14%	14.13%	7.09%
TOTAL OTHER		1,863	1,383	2,300	2,350	2,300
	% of Total Department	0.31%	0.20%	0.29%	0.31%	0.30%
	% of Total Other	3.00%	1.58%	2.64%	2.73%	2.27%
TOTAL GENERAL GOVERNMENT		591,647	685,075	788,055	751,020	776,580
	% of General Fund	20.38%	18.30%	21.05%	20.78%	16.81%
	Cost per Capita	\$130.95	\$145.82	\$166.08	\$158.28	\$162.06

GENERAL GOVERNMENT EXPENDITURES BY TYPE



GENERAL GOVERNMENT EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS	OTHER
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 ACTUAL	375,715	252,583	8,265	42,129	5,000	1,383
2014 ADOPTED	402,535	259,385	9,335	109,500	5,000	2,300
2014 REVISED	428,090	252,235	10,360	52,985	5,000	2,350
2015 ACTUAL	428,100	265,835	9,695	65,650	5,000	2,300

**GENERAL GOVERNMENT
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	238,551	242,237	288,350	309,590	306,605
	Part-time & Seasonal Salaries	43,856	47,022	16,515	16,515	16,515
	Overtime Salaries	187	0	0	65	0
	Fringe Benefits	88,121	86,456	97,670	101,920	104,980
TOTAL PERSONNEL		370,715	375,715	402,535	428,090	428,100
1101	Community Promotion	0	0	3,100	0	3,100
1102	Printing and Publishing	2,981	2,556	4,050	3,105	3,690
1118	Cleaning and Waste Removal	1,344	1,392	1,400	900	1,000
1120	Telephone and Postage	6,216	7,495	7,425	6,080	6,500
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	21,198	23,582	24,500	26,100	25,000
1140	Contracted Labor	0	0	3,000	0	3,000
1141	Legal Services	61,436	68,438	70,000	69,440	71,500
1142	Engineering Services	1,723	8,903	6,500	4,000	5,000
1143	Other Expert and Professional	65,984	76,698	85,150	88,015	90,250
1150	Insurance and Bonds	3,178	3,627	3,750	3,750	4,000
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	13,168	42,485	21,100	31,515	23,550
1158	Membership and Subscriptions	11,319	11,521	13,085	12,415	14,130
1160	Books and Reference Material	218	216	255	250	250
1161	Data Processing/Office Equip R&M	0	0	0	0	0
1162	Other Charges	0	76	6,650	575	5,900
1186	Taxes and Licenses	788	621	705	810	715
1188	Travel - Mileage, Parking	2,340	1,982	2,825	2,000	2,600
1189	Conferences, Schools, & Training	1,955	1,954	3,540	1,980	3,300
1190	Lodging, Meals and Per Diem	944	1,037	2,350	1,300	2,350
TOTAL SERVICES		194,792	252,583	259,385	252,235	265,835
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	1,243	1,096	1,145	1,150	1,145
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	0	0	0	0	0
1340	General Supplies	7,846	6,783	7,340	8,565	7,700
1345	Printed Forms and Supplies	0	0	250	245	250
1358	Office Supplies	168	386	550	400	550
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	50	0	50
TOTAL SUPPLIES		9,257	8,265	9,335	10,360	9,695
1501	Land	0	0	0	0	0
1502	Improvements	0	42,129	41,000	36,990	6,000
1510	Equipment	10,020	0	68,500	15,995	59,650
TOTAL CAPITAL OUTLAY		10,020	42,129	109,500	52,985	65,650
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	1,863	1,333	2,300	2,350	2,300
1820	Refunds and Reimbursements	0	50	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		1,863	1,383	2,300	2,350	2,300
TOTAL GENERAL GOVERNMENT		591,647	685,075	788,055	751,020	776,580

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**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
<u>MAYOR AND COUNCIL</u>						
	Personnel	16,098	15,209	17,780	17,780	17,780
	Services	11,098	12,802	13,600	13,625	14,600
	Supplies	145	18	40	100	50
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MAYOR AND COUNCIL		27,341	28,029	31,420	31,505	32,430
<u>ADMINISTRATION</u>						
	Personnel	172,749	168,272	175,555	181,610	187,565
	Services	5,604	5,753	9,500	5,290	9,170
	Supplies	1,895	1,153	1,780	1,380	1,780
	Capital Outlay	10,020	0	0	0	5,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ADMINISTRATION		190,268	175,178	186,835	188,280	203,515
<u>ELECTIONS</u>						
	Personnel	0	0	0	0	0
	Services	4,649	667	5,090	4,180	2,740
	Supplies	421	0	450	400	200
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ELECTIONS		5,070	667	5,540	4,580	2,940
<u>ASSESSING</u>						
	Personnel	0	0	0	0	0
	Services	17,038	17,038	17,750	17,500	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		17,038	17,038	17,750	17,500	17,750
<u>FINANCE</u>						
	Personnel	116,060	121,420	138,020	142,555	145,835
	Services	15,247	20,735	22,605	19,515	22,010
	Supplies	2,699	3,967	3,265	2,870	3,265
	Capital Outlay	0	0	4,000	1,370	2,500
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL FINANCE		134,006	146,122	167,890	166,310	173,610

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
<u>LEGAL</u>						
	Personnel	0	0	0	0	0
	Services	61,166	64,304	65,000	65,500	67,000
	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		61,166	64,304	65,000	65,500	67,000
<u>TECHNOLOGY DEPARTMENT</u>						
	Personnel	0	0	0	0	0
	Services	2,575	2,891	3,100	4,660	3,300
	Supplies	159	340	300	415	350
	Capital Outlay	0	0	10,000	11,950	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL TECHNOLOGY		2,734	3,231	13,400	17,025	3,650
<u>BUILDING INSPECTION</u>						
	Personnel	0	0	0	0	0
	Services	21,245	31,264	30,675	38,275	35,650
	Supplies	99	64	300	295	300
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	1,863	1,383	2,300	2,350	2,300
TOTAL BUILDING INSPECTION		23,207	32,711	33,275	40,920	38,250
<u>PLANNING AND ZONING</u>						
	Personnel	60,947	67,312	67,025	78,165	69,380
	Services	6,550	17,465	31,100	12,185	28,350
	Supplies	1,946	404	700	1,000	750
	Capital Outlay	0	0	54,500	0	52,150
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	0	0	0	0	0
TOTAL PLANNING & ZONING		74,443	90,181	158,325	96,350	155,630

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
<u>LIBRARY BLDG. MAINTENANCE</u>						
	Personnel	2,178	1,592	2,465	3,750	4,115
	Services	35,261	41,153	44,450	53,600	48,250
	Supplies	743	1,171	1,000	2,200	1,500
	Capital Outlay	0	0	41,000	36,990	6,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL LIBRARY BLDG. MAINT.		38,182	43,916	88,915	96,540	59,865
<u>CITY HALL BUILDING</u>						
	Personnel	2,683	1,910	1,690	4,230	3,425
	Services	14,359	38,511	16,515	17,905	17,015
	Supplies	1,150	1,148	1,500	1,700	1,500
	Capital Outlay	0	42,129	0	2,675	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL CITY HALL BUILDING		18,192	83,698	19,705	26,510	21,940
<u>TOTAL DIVISION</u>						
	Personnel	370,715	375,715	402,535	428,090	428,100
	Services	194,792	252,583	259,385	252,235	265,835
	Supplies	9,257	8,265	9,335	10,360	9,695
	Capital Outlay	10,020	42,129	109,500	52,985	65,650
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	1,863	1,383	2,300	2,350	2,300
TOTAL DIVISION		591,647	685,075	788,055	751,020	776,580

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 2014 was an election year, there was no action to increase in salaries for 2015. The reduction in 2012 and 2013 was due to one of the members foregoing their salary for portions of the year.

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 are slight increases budgeted for dues increases 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.

SUPPLIES

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

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	14,949	14,142	16,515	16,515	16,515
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,149	1,067	1,265	1,265	1,265
TOTAL PERSONNEL		16,098	15,209	17,780	17,780	17,780
1101	Community Promotion	--	--	100	--	100
1102	Printing and Publishing	204	140	150	75	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	9,576	10,756	11,000	11,575	12,000
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	74	150	75	150
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	368	419	500	400	500
1189	Conferences, Schools, & Training	550	859	1,000	800	1,000
1190	Lodging, Meals and Per Diem	400	554	700	700	700
TOTAL SERVICES		11,098	12,802	13,600	13,625	14,600
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	145	18	40	100	50
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		145	18	40	100	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 MAYOR/CITY COUNCIL		27,341	28,029	31,420	31,505	32,430

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 Assistant 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 2014R include a 40-hour per year furlough. The anticipated COLA increase for 2015 is shown in the individual department budgets and not in the unallocated department (4930) budget as is the case many years. 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 limited 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 2014 and 2015 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. The amount in 2015A is for a sound system in the Council Chambers for meetings.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	131,872	130,245	135,290	140,695	146,235
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	187	--	--	--	--
	Fringe Benefits	40,690	38,027	40,265	40,915	41,330
TOTAL PERSONNEL		172,749	168,272	175,555	181,610	187,565
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	739	82	1,000	250	700
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,789	2,166	2,100	1,750	2,000
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	270	1,600	500	440	500
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	339	--	500	--	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	137	(38)	150	75	150
1158	Membership and Subscriptions	255	70	255	295	300
1160	Books and Reference Material	154	167	180	170	170
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	2,000	--	2,000
1186	Taxes and Licenses	--	138	140	310	150
1188	Travel - Mileage, Parking	677	956	775	750	800
1189	Conferences, Schools, & Training	715	360	1,000	750	1,000
1190	Lodging, Meals and Per Diem	529	252	900	500	900
TOTAL SERVICES		5,604	5,753	9,500	5,290	9,170
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	700	539	580	580	580
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,174	534	1,000	750	1,000
1345	Printed Forms and Supplies	--	--	50	--	50
1358	Office Supplies	21	80	100	50	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	50	--	50
TOTAL SUPPLIES		1,895	1,153	1,780	1,380	1,780
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	10,020	--	--	--	5,000
TOTAL CAPITAL OUTLAY		10,020	0	0	0	5,000
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 ADMINISTRATION		190,268	175,178	186,835	188,280	203,515

BUDGET NOTES

The 2012A reflects the costs for the primary and general elections. Since there were no special elections in 2013 the actual has amounts for ballot machine maintenance. The 2014 Adopted and Revised budgets are for the primary and general elections. The 2015A has amounts for a possible referendum or special election and for maintenance payments on the ballot machine

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

1120 - publication of sample ballot.

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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	--	100	80	40
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	3,184	--	3,200	2,700	1,500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	417	665	800	700	700
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	2	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	534	--	550	500	300
1189	Conferences, Schools, & Training	440	--	440	200	200
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		4,649	667	5,090	4,180	2,740
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	421	--	450	400	200
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		421	0	450	400	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 ELECTIONS		5,070	667	5,540	4,580	2,940

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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	17,038	17,038	17,750	17,500	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		17,038	17,038	17,750	17,500	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		17,038	17,038	17,750	17,500	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 amounts prior to 2014A 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 beginning in 2013 is due to printer ink usage.

CAPITAL OUTLAY

- 1510** - The 2014 and 2015 Adopted is for possible additional software or any required hardware upgrade. The amount in 2014R is for the cost of a new computer monitor and battery backups for the finance department.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	56,999	58,745	98,240	102,165	105,700
	Part-time & Seasonal Salaries	28,152	30,968	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	30,909	31,707	39,780	40,390	40,135
TOTAL PERSONNEL		116,060	121,420	138,020	142,555	145,835
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	1,222	1,822	2,000	2,000	2,000
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,601	2,249	2,150	2,000	2,000
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	7,485	11,157	12,500	10,515	12,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	4,517	4,582	4,700	4,630	4,750
1158	Membership and Subscriptions	160	160	180	160	180
1160	Books and Reference Material	64	49	75	80	80
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	50	--	50
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	173	200	300	100	300
1189	Conferences, Schools, & Training	25	285	300	30	300
1190	Lodging, Meals and Per Diem	--	231	350	--	350
TOTAL SERVICES		15,247	20,735	22,605	19,515	22,010
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	384	416	415	420	415
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,204	3,245	2,500	2,200	2,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	111	306	350	250	350
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		2,699	3,967	3,265	2,870	3,265
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	4,000	1,370	2,500
TOTAL CAPITAL OUTLAY		0	0	4,000	1,370	2,500
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 FINANCE		134,006	146,122	167,890	166,310	173,610

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 2013A 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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	61,166	64,304	65,000	65,500	67,000
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		61,166	64,304	65,000	65,500	67,000
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		61,166	64,304	65,000	65,500	67,000

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 - internet access.

1143 - expert or professional time for the installation or maintenance of the network or related equipment. Also included are web-site and email 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 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. The increase in 2014R is for a new file server to replace the one that went down prior to replacement of the workstations.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	577	601	600	600	800
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	849	892	1,000	900	1,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,149	1,398	1,500	3,160	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		2,575	2,891	3,100	4,660	3,300
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	159	340	300	415	350
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		159	340	300	415	350
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	10,000	11,950	--
TOTAL CAPITAL OUTLAY		0	0	10,000	11,950	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 TECHNOLOGY DEPT.		2,734	3,231	13,400	17,025	3,650

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 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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	298	306	325	275	300
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	20,694	30,958	30,000	38,000	35,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	253	--	150	--	150
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	200	--	200
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		21,245	31,264	30,675	38,275	35,650
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	93	64	100	50	100
1345	Printed Forms and Supplies	--	--	200	245	200
1358	Office Supplies	6	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		99	64	300	295	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	1,863	1,333	2,300	2,350	2,300
1820	Refunds and Reimbursements	--	50	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		1,863	1,383	2,300	2,350	2,300
TOTAL BUILDING INSPECT.		23,207	32,711	33,275	40,920	38,250

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 Assistant. The balance of the assistant's costs is equally divided in the Administration department and the Economic Development Authority Fund. The increase in 2014R is for payment of vacation and severance pay for the prior Community Development Planner.

SERVICES

- 1101 - for community promotion. In 2015A, money might be used to develop promotion brochure or material.
- 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 2014A is to provide funding for an intern to assist with some tasks in the department. The intern position was filled in 2013 with the costs in the personnel section. The amount in 2015A is for another intern.
- 1141 - this is for legal zoning issues. The increase in 2014A is for legal review of the potential subdivision ordinance update which was not done in 2014.
- 1142 - engineer review of plats or developments. 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. It also believed that a general benefit for smoother development is to provide one preliminary meeting with developers without charge. This process began in 2014.
- 1143 - funds for paying Planning Commission members \$10 per meeting attended. The amount in 2014 is to contract for aerial photos of the community to assist in planning. This was not done in 2014 so it has been carried over to 2015A.
- 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.
- 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. This was not done in 2014 so it has been carried over to 2015A.
- 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 - 2014A has \$5,000 for GIS work for sewer locations and \$2,500 for general GIS and map updates 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. This was not completed in 2014 and is therefore included in 2015A (less the \$2,500 for GIS and map updates) along with \$150 for signage to direct shoppers from the west side development to the downtown businesses.

TRANSFERS

- 1790 - transfer to the Economic Development Authority.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	46,777	50,817	51,870	61,030	49,170
	Part-time & Seasonal Salaries	--	1,758	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	14,170	14,737	15,155	17,135	20,210
TOTAL PERSONNEL		60,947	67,312	67,025	78,165	69,380
1101	Community Promotion	--	--	3,000	--	3,000
1102	Printing and Publishing	742	512	800	700	800
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	541	633	650	600	650
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	3,000	--	3,000
1141	Legal Services	--	2,534	4,500	3,500	4,000
1142	Engineering Services	1,723	8,903	6,500	4,000	5,000
1143	Other Expert and Professional	454	2,603	4,000	1,000	4,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	405	405	450	450	450
1158	Membership and Subscriptions	1,075	535	1,500	385	1,500
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	4,250	500	3,500
1186	Taxes and Licenses	782	483	550	500	550
1188	Travel - Mileage, Parking	588	407	700	250	700
1189	Conferences, Schools, & Training	225	450	800	200	800
1190	Lodging, Meals and Per Diem	15	--	400	100	400
TOTAL SERVICES		6,550	17,465	31,100	12,185	28,350
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	159	141	150	150	150
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,757	263	450	750	500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	30	--	100	100	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		1,946	404	700	1,000	750
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	54,500	--	52,150
TOTAL CAPITAL OUTLAY		0	0	54,500	0	52,150
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		74,443	90,181	158,325	96,350	155,630

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 costs 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. 2013A contains \$3,500 for replacement hardware for one of the sets of doors. The increased amount in 2014A is due to replacing the flat portion of the roof, replacing and A/C condenser unit, a replacement of the fire and security monitoring control system and repairs caused by a leaking water sprinkler head.

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. The 2014R is the final costs for the carpeting project while the window was able to be repaired. 2015A has an amount for a possible furnace or A/C replacement.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	1,287	1,234	1,750	2,700	3,000
	Part-time & Seasonal Salaries	366	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	525	358	715	1,050	1,115
TOTAL PERSONNEL		2,178	1,592	2,465	3,750	4,115
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	1,344	1,392	1,400	900	1,000
1120	Telephone and Postage	705	770	800	750	750
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	14,246	15,117	16,000	17,700	16,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	12,417	10,589	12,500	13,000	14,000
1150	Insurance and Bonds	3,178	3,627	3,750	3,750	4,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	3,371	9,658	10,000	17,500	12,000
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		35,261	41,153	44,450	53,600	48,250
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	743	1,171	1,000	2,200	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		743	1,171	1,000	2,200	1,500
1501	Land	--	--	--	--	--
1502	Improvements	--	--	41,000	36,990	6,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	41,000	36,990	6,000
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	38,182	43,916	88,915	96,540	59,865

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 City Hall.

SERVICES

1118 - special cleaning including contract carpet cleaning.

1120 - costs of the City Hall pay phone. Since this phone was primarily installed for people that were looking for police assistance, it was removed after the police moved to the new public safety building.

1136 - costs for utilities. The increases are for utility rate increases.

1143 - beginning in 2009, 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 - 2013A is the amount to replace the entire roof for City Hall and the Police department.

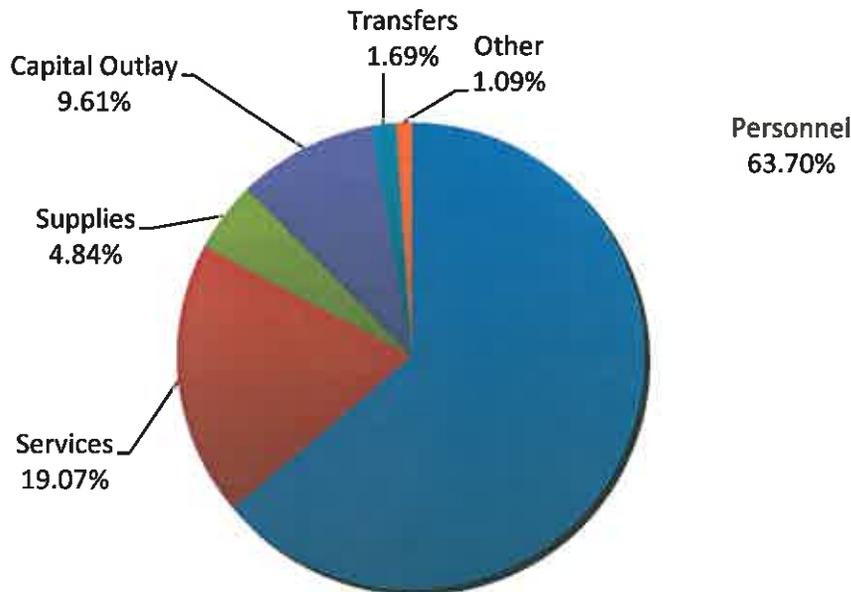
1510 - 2014R has the amount to install the new antenna and radio for the change to 800Mh.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	1,616	1,196	1,200	3,000	2,500
	Part-time & Seasonal Salaries	389	154	--	--	--
	Overtime Salaries	--	--	--	65	--
	Fringe Benefits	678	560	490	1,165	925
TOTAL PERSONNEL		2,683	1,910	1,690	4,230	3,425
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	705	770	800	105	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	6,952	8,465	8,500	8,400	8,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	3,524	3,461	3,700	4,400	4,500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	3,172	25,815	3,500	5,000	4,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	6	--	15	--	15
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		14,359	38,511	16,515	17,905	17,015
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,150	1,148	1,500	1,700	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		1,150	1,148	1,500	1,700	1,500
1501	Land	--	--	--	--	--
1502	Improvements	--	42,129	--	--	--
1510	Equipment	--	--	--	2,675	--
TOTAL CAPITAL OUTLAY		0	42,129	0	2,675	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	18,192	83,698	19,705	26,510	21,940

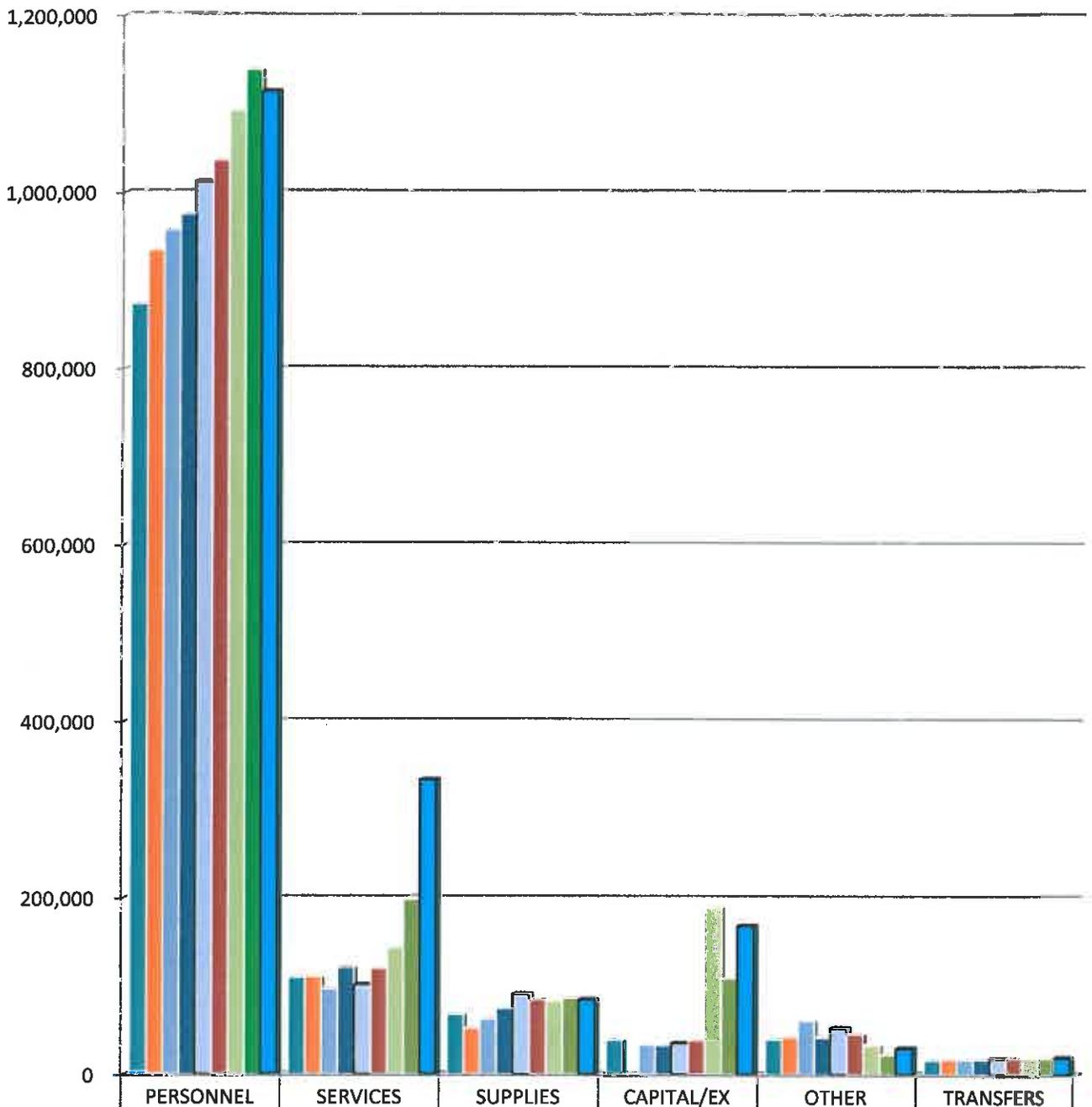
**PUBLIC SAFETY
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
TOTAL PERSONNEL		1,011,734	1,036,234	1,092,990	1,138,985	1,114,420
	% of Total Department	77.27%	77.15%	70.04%	72.39%	63.70%
	% of Total Personal Services	59.08%	58.01%	54.95%	56.79%	55.22%
TOTAL SERVICES		101,389	119,566	143,570	198,200	333,665
	% of Total Department	7.74%	8.90%	9.20%	12.60%	19.07%
	% of Total Supplies	15.55%	14.76%	15.37%	21.35%	29.77%
TOTAL SUPPLIES		91,211	85,126	83,125	86,455	84,625
	% of Total Department	6.97%	6.34%	5.33%	5.49%	4.84%
	% of Total Services	50.16%	45.34%	38.43%	41.00%	36.87%
TOTAL CAPITAL OUTLAY		35,069	38,627	188,980	108,980	168,085
	% of Total Department	2.68%	2.88%	12.11%	6.93%	9.61%
	% of Total Capital Outlay	57.51%	47.83%	42.23%	31.35%	15.55%
TOTAL TRANSFERS		52,457	45,482	33,275	22,220	29,505
	% of Total Department	4.01%	3.39%	2.13%	1.41%	1.69%
	% of Total Transfers	22.50%	16.58%	47.48%	62.79%	41.85%
TOTAL OTHER		17,510	18,035	18,575	18,575	19,135
	% of Total Department	1.34%	1.34%	1.19%	1.18%	1.09%
	% of Total Other	28.24%	22.12%	21.28%	21.60%	18.86%
TOTAL PUBLIC SAFETY DIVISION		1,309,370	1,343,070	1,560,515	1,573,415	1,749,435
	% of General Fund	45.11%	41.70%	41.68%	43.54%	37.86%
	Cost per Capita	\$289.81	\$285.88	\$328.88	\$331.59	\$365.07

PUBLIC SAFETY EXPENDITURES BY TYPE



PUBLIC SAFETY EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EX P	OTHER	TRANSFERS
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 ACTUAL	1,036,234	119,566	85,126	38,627	45,482	18,035
2014 ADOPTED	1,092,990	143,570	83,125	188,980	33,275	18,575
2014 REVISED	1,138,985	198,200	86,455	108,980	22,220	18,575
2015 ACTUAL	1,114,420	333,665	84,625	168,085	29,505	19,135

**PUBLIC SAFETY
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	643,907	675,869	707,175	755,220	728,890
	Part-time & Seasonal Salaries	75,302	67,465	74,000	76,610	75,000
	Overtime Salaries	20,749	18,902	16,000	17,500	17,500
	Fringe Benefits	271,776	273,998	295,815	289,655	293,030
TOTAL PERSONNEL		1,011,734	1,036,234	1,092,990	1,138,985	1,114,420
1101	Community Promotion	0	0	0	0	0
1102	Printing and Publishing	128	245	800	300	800
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	5,468	6,948	8,500	10,450	11,000
1134	Radio and Pager Charges	1,713	1,227	3,000	3,100	3,000
1136	Utilities	18,098	21,917	24,070	42,060	38,065
1140	Contracted Labor	3,224	4,770	4,000	3,560	4,000
1141	Legal Services	34	0	0	235	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	4,292	10,394	8,200	10,500	10,900
1150	Insurance and Bonds	18,841	19,594	25,000	23,000	24,000
1152	Tire Purchases and Repairs	2,018	1,201	2,500	2,500	2,500
1154	Maintenance and Repair	22,267	26,144	25,000	20,000	25,000
1158	Membership and Subscriptions	1,958	2,761	3,200	3,015	3,800
1160	Building Rent	0	0	0	43,330	164,300
1161	Data Processing/Office Equip R&M	12,110	14,159	18,500	20,000	20,000
1162	Other Charges	6,103	5,720	8,000	8,500	8,000
1186	Licenses	586	542	1,200	2,900	1,200
1188	Travel - Mileage, Parking	355	0	500	300	500
1189	Conferences, Schools, & Training	3,280	979	7,500	3,200	13,000
1190	Lodging, Meals and Per Diem	914	2,965	3,600	1,250	3,600
TOTAL SERVICES		101,389	119,566	143,570	198,200	333,665
1306	Auto Operating Fluids	142	114	350	150	350
1320	Uniforms	8,916	6,816	10,150	10,150	10,150
1324	Diesel Fuel	4,714	4,918	5,000	5,100	5,000
1338	Gasoline	37,396	36,351	38,500	36,000	38,500
1340	General Supplies	25,265	13,051	4,975	5,055	4,975
1345	Printed Forms and Supplies	393	34	500	400	500
1358	Office Supplies	1,716	1,487	3,000	1,950	3,000
1360	Safety Program Supplies	3,188	3,527	5,500	7,000	6,000
1382	Small Tools and Equipment	9,481	18,828	15,150	20,650	16,150
TOTAL SUPPLIES		91,211	85,126	83,125	86,455	84,625
1501	Land	0	0	0	0	0
1502	Improvements	0	0	0	0	0
1510	Equipment	35,069	38,627	188,980	108,980	168,085
TOTAL CAPITAL OUTLAY		35,069	38,627	188,980	108,980	168,085
1790	Transfers Out	52,457	45,482	33,275	22,220	29,505
TOTAL TRANSFERS		52,457	45,482	33,275	22,220	29,505
1810	Remit Collections for Other Agen	17,510	18,035	18,575	18,575	19,135
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		17,510	18,035	18,575	18,575	19,135
TOTAL PUBLIC SAFETY		1,309,370	1,343,070	1,560,515	1,573,415	1,749,435

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**PUBLIC SAFETY
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
POLICE						
	Personnel	931,584	960,871	1,010,410	1,054,095	1,030,940
	Services	48,791	49,478	64,350	96,980	164,100
	Supplies	65,905	54,179	51,250	48,800	51,750
	Capital Outlay	35,069	38,627	188,980	108,980	130,085
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL POLICE		1,081,349	1,103,155	1,314,990	1,308,855	1,376,875
FIRE PROTECTION						
	Personnel	79,073	74,286	81,500	83,810	82,400
	Services	50,442	64,547	74,950	99,160	165,600
	Supplies	25,248	30,947	31,400	37,600	32,400
	Capital Outlay	0	0	0	0	0
	Transfers	52,457	45,482	33,275	22,220	29,505
	Other	17,510	18,035	18,575	18,575	19,135
TOTAL FIRE PROTECTION		224,730	233,297	239,700	261,365	329,040
EMERGENCY MANAGEMENT						
	Personnel	1,077	1,077	1,080	1,080	1,080
	Services	64	3,747	1,570	60	1,565
	Supplies	0	0	400	0	400
	Capital Outlay	0	0	0	0	38,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL EMERGENCY MGMT.		1,141	4,824	3,050	1,140	41,045
ANIMAL CONTROL						
	Personnel	0	0	0	0	0
	Services	2,092	1,794	2,700	2,000	2,400
	Supplies	58	0	75	55	75
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ANIMAL CONTROL		2,150	1,794	2,775	2,055	2,475
TOTAL DIVISION						
	Personnel	1,011,734	1,036,234	1,092,990	1,138,985	1,114,420
	Services	101,389	119,566	143,570	198,200	333,665
	Supplies	91,211	85,126	83,125	86,455	84,625
	Capital Outlay	35,069	38,627	188,980	108,980	168,085
	Transfers	52,457	45,482	33,275	22,220	29,505
	Other	17,510	18,035	18,575	18,575	19,135
TOTAL DIVISION		1,309,370	1,343,070	1,560,515	1,573,415	1,749,435

BUDGET NOTES

PERSONNEL

All budgets presented are for wages for the Police Chief, Sergeant, Investigator, 8 full-time officers, and two full-time police secretaries. There are two Youth Services Officers included in the 8 officers stated above. The cost of the one in the high school is shared equally with the School District. The Youth Services Officer cost in the middle school is paid 75% by the school. 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 - is for phone lines, the police fax line, toll charges, two cellular phones, modem service required for the squad laptop computers and postage. There is an increase beginning in 2014R for the addition of cell phones for each squad car for purposes of computer identification and authorization and eliminating the use of personal cell phones for official police business.
- 1134 - radio and radar unit repair, calibration and maintenance.
- 1136 - electric and natural gas cost for the police section of the building. The increase in 2014R is for the new facility and the utilities in the old station. Hopefully during 2015 the old police station will be sold removing the need to continue paying for the utilities.
- 1143 - psychological and physical evaluations, 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 fluctuations are due to major repairs to the squads.
- 1158 - for membership and subscriptions to various law enforcement associations and publications.
- 1160 - is for rent for the new police station funded through the Economic Development Authority (EDA).
- 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 records system and computer aided dispatch arrangement with Mille Lacs County. 2014R and 2015A have increases related to installation and maintenance of new and additional equipment associated with the new station.
- 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 to help offset these costs. The increase in 2015A is due to multiple expiring certifications including EVOC/PIT, First Responders and for instructor certification.

SUPPLIES

- 1320 - uniform allowance for the officers and secretaries. There also is a maximum of \$200 per each reserve officer.
- 1338 - costs have been projected to remain fairly constant due to recent decreases in prices.
- 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 and 2013A is for expenditures 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 - miscellaneous tools, equipment, etc.

CAPITAL OUTLAY

- 1510 - 2012A and 2013A are for new squads, equipment and conversions. 2014A 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 800 MHz radio equipment and work, \$15,000 for a copier replacement. 2014R is primarily for the new squad, computer upgrades for the squads, and the copier. 2015 has the items listed in the CIP listing at the end of the budget which it primarily has \$35,000 for a new squad and conversion, \$80,000 for radio equipment and work.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	643,907	675,869	707,175	755,220	728,890
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	20,749	18,902	16,000	17,500	17,500
	Fringe Benefits	266,928	266,100	287,235	281,375	284,550
TOTAL PERSONNEL		931,584	960,871	1,010,410	1,054,095	1,030,940
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	128	--	300	300	300
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	5,447	6,881	7,500	10,300	10,000
1134	Radio and Pager Charges	837	241	1,000	300	1,000
1136	Utilities	10,665	11,618	12,000	22,000	20,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	295	110	500	500	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	2,018	1,201	2,500	2,500	2,500
1154	Maintenance and Repair	8,192	6,286	10,500	6,000	9,500
1158	Membership and Subscriptions	1,080	1,514	1,700	2,015	2,300
1160	Building Rent	--	--	--	21,665	82,150
1161	Data Processing/Office Equip R&M	12,110	14,159	15,500	19,000	17,500
1162	Other Charges/Building Maint.	5,903	5,527	8,000	8,500	8,000
1186	Licenses	586	542	950	300	950
1188	Travel - Mileage, Parking	275	--	300	100	300
1189	Conferences, Schools, & Training	675	1,115	3,000	3,000	8,500
1190	Lodging, Meals and Per Diem	580	284	600	500	600
TOTAL SERVICES		48,791	49,478	64,350	96,980	164,100
1306	Auto Operating Fluids	101	114	200	100	200
1320	Uniforms	7,191	6,721	8,400	8,400	8,400
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	31,745	31,707	33,500	31,000	33,500
1340	General Supplies	22,955	12,640	3,000	2,500	3,000
1345	Printed Forms and Supplies	393	34	500	400	500
1358	Office Supplies	1,651	349	2,000	750	2,000
1360	Police Supplies	1,779	2,605	3,500	5,000	4,000
1382	Small Tools and Equipment	90	9	150	650	150
TOTAL SUPPLIES		65,905	54,179	51,250	48,800	51,750
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	35,069	38,627	188,980	108,980	130,085
TOTAL CAPITAL OUTLAY		35,069	38,627	188,980	108,980	130,085
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		1,081,349	1,103,155	1,314,990	1,308,855	1,376,875

BUDGET NOTES

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 - The majority of this expense (phones, cell phones, fax line and satellite phones) 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, water and natural gas for the fire station. Increases are due to increasing rates, and in 2014A and 2014R the increase is for the new facility. As discussed in the Police budget, there were utilities in both facilities during the transition, and that will remain at a lesser amount until the old station is sold.

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 vaccinations, face mask fit tests and custodial service with increase for the new station.

1150 - the fire department share of liability, vehicle, building 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.

1160 - rent for the new station funded through the Economic Development Authority.

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

1162 - minor operational expenses.

1186 - the large increase in 2014R is for the firefighter certification program.

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 - includes 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 - 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 2012, this contribution is also planned to be increased by 3% annually.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	74,302	66,465	73,000	75,610	74,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	4,771	7,821	8,500	8,200	8,400
TOTAL PERSONNEL		79,073	74,286	81,500	83,810	82,400
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	245	500	--	500
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	21	67	1,000	150	1,000
1134	Radio and Pager Charges	876	986	2,000	2,800	2,000
1136	Utilities	7,369	10,235	12,000	20,000	18,000
1140	Contracted Labor/Airpack & SCBA	3,224	4,770	4,000	3,560	4,000
1141	Legal Services	34	--	--	235	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	1,905	8,490	5,000	8,000	8,000
1150	Insurance and Bonds	18,841	19,594	25,000	23,000	24,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	14,075	16,175	13,000	14,000	14,000
1158	Membership and Subscriptions	878	1,247	1,500	1,000	1,500
1160	Building Rent	--	--	--	21,665	82,150
1161	Data Processing/Office Equip R&M	--	--	3,000	1,000	2,500
1162	Other Charges-Safety Bldg Study	200	193	--	--	--
1186	Licenses	--	--	250	2,600	250
1188	Travel - Mileage, Parking	80	--	200	200	200
1189	Conferences, Schools, & Training	2,605	(136)	4,500	200	4,500
1190	Lodging, Meals and Per Diem	334	2,681	3,000	750	3,000
TOTAL SERVICES		50,442	64,547	74,950	99,160	165,600
1306	Auto Operating Fluids	41	--	150	50	150
1320	Uniforms - New Recruit Costs	1,725	95	1,750	1,750	1,750
1324	Diesel Fuel	4,714	4,918	5,000	5,100	5,000
1338	Gasoline	5,651	4,644	5,000	5,000	5,000
1340	General Supplies	2,252	411	1,500	2,500	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	65	1,138	1,000	1,200	1,000
1360	Safety Program Supplies	1,409	922	2,000	2,000	2,000
1382	Small Tools and Equipment	9,391	18,819	15,000	20,000	16,000
TOTAL SUPPLIES		25,248	30,947	31,400	37,600	32,400
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	52,457	45,482	33,275	22,220	29,505
TOTAL TRANSFERS		52,457	45,482	33,275	22,220	29,505
1810	Remit Collections for Other Agencies	17,510	18,035	18,575	18,575	19,135
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		17,510	18,035	18,575	18,575	19,135
TOTAL FIRE PROTECTION		224,730	233,297	239,700	261,365	329,040

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 – 2015A has \$23,000 for a replacement siren on the western side of the City that would extend coverage further than the current obsolete siren and \$15,000 for the wiring necessary for the installation of the public safety building generator.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	60	65
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	--	3,683	1,500	--	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	3,747	1,570	60	1,565
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	400	--	400
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	400	0	400
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	38,000
TOTAL CAPITAL OUTLAY		0	0	0	0	38,000
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 EMERGENCY MGMT.		1,141	4,824	3,050	1,140	41,045

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

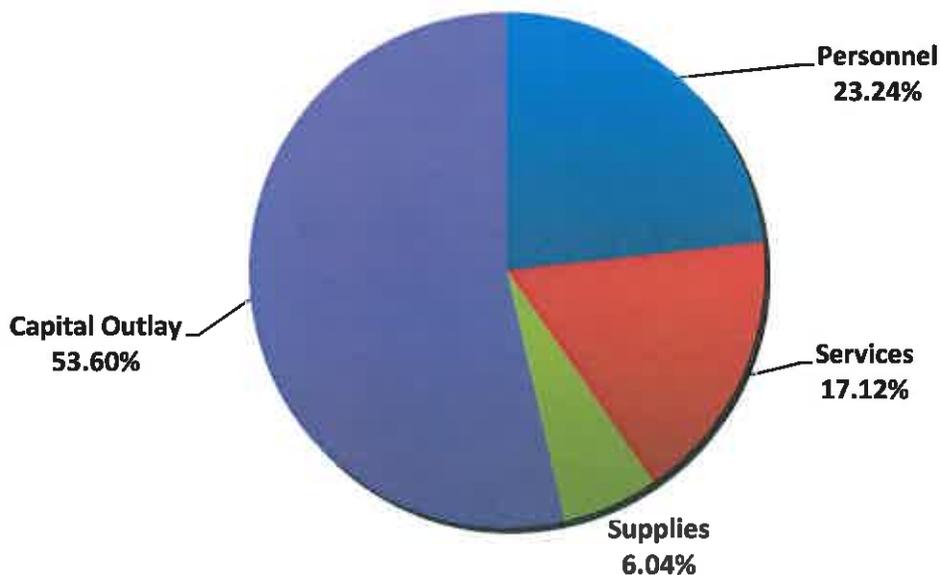
1340 - tags and receipt forms for the licensing requirement established by ordinance and live animal traps.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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	2,092	1,794	2,700	2,000	2,400
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		2,092	1,794	2,700	2,000	2,400
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	58	--	75	55	75
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		58	0	75	55	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 Agency	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL ANIMAL CONTROL		2,150	1,794	2,775	2,055	2,475

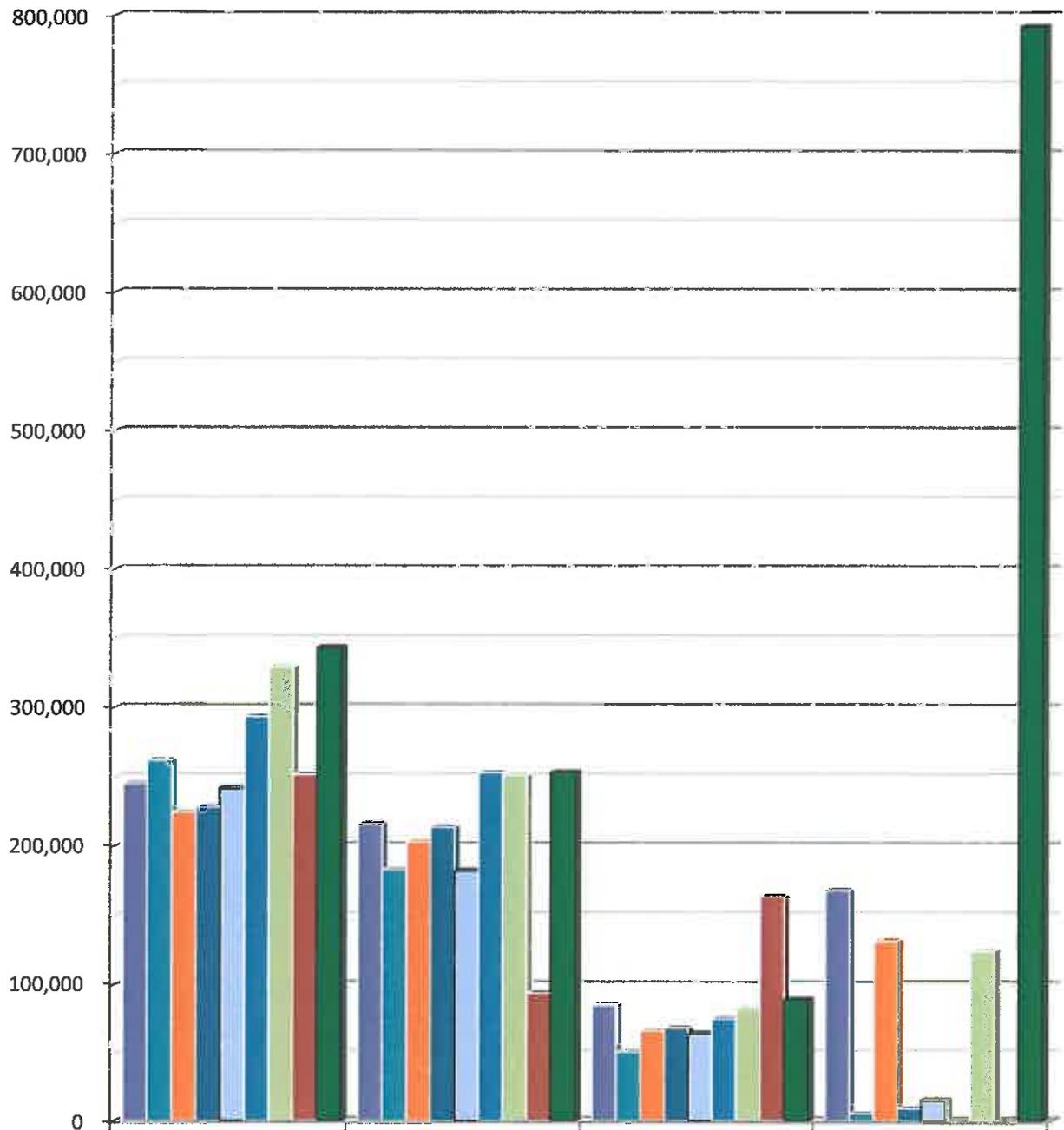
**PUBLIC WORKS
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
TOTAL PERSONNEL		241,617	293,859	329,475	334,790	343,310
	% of Total Department	47.95%	47.17%	41.78%	39.63%	23.24%
	% of Total Personal Services	14.11%	16.45%	16.56%	16.69%	17.01%
TOTAL SERVICES		182,080	253,311	251,595	251,740	252,995
	% of Total Department	36.14%	40.67%	31.90%	29.80%	17.12%
	% of Total Supplies	27.92%	31.26%	26.94%	27.12%	22.58%
TOTAL SUPPLIES		64,644	75,748	83,025	94,125	89,250
	% of Total Department	12.83%	12.16%	10.53%	11.14%	6.04%
	% of Total Services	35.55%	40.35%	38.38%	44.64%	38.88%
TOTAL CAPITAL OUTLAY		15,535	0	124,500	164,170	792,000
	% of Total Department	3.08%	0.00%	15.79%	19.43%	53.60%
	% of Total Capital Outlay	25.48%	0.00%	27.82%	47.22%	73.28%
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		503,876	622,918	788,595	844,825	1,477,555
	% of General Fund	17.36%	19.34%	21.06%	23.38%	31.97%
	Cost per Capita	\$111.53	\$132.59	\$166.19	\$178.05	\$308.34

PUBLIC WORKS EXPENDITURES BY TYPE



PUBLIC WORKS EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP
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 ACTUAL	293,859	253,311	75,748	0
2014 ADOPTED	329,475	251,595	83,025	124,500
2014 REVISED	251,740	94,125	164,170	0
2015 ACTUAL	343,310	252,995	89,250	792,000

**PUBLIC WORKS
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	160,064	195,790	226,250	233,325	241,900
	Part-time & Seasonal Salaries	14,839	15,663	4,500	5,275	5,500
	Overtime Salaries	734	1,076	3,500	3,565	4,000
	Fringe Benefits	65,980	81,330	95,225	92,625	91,910
TOTAL PERSONNEL		241,617	293,859	329,475	334,790	343,310
1102	Printing and Publishing	562	486	350	250	350
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	2,028	2,411	2,500	3,100	3,200
1134	Radio and Pager Charges	1,329	1,129	1,250	2,000	1,400
1136	Utilities	21,266	24,448	26,000	26,070	25,500
1140	Contracted Labor	114,991	130,971	161,250	160,830	162,000
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	274	0	0	0	0
1143	Other Expert and Professional	1,100	1,878	1,850	1,020	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	39,153	91,454	56,350	57,550	56,850
1158	Membership and Subscriptions	0	0	0	0	0
1160	Books and Reference Material	0	0	0	0	0
1162	Other Charges	0	11	450	50	350
1172	Rents and Leases	0	0	500	200	400
1186	Taxes and Licenses	445	188	500	355	500
1188	Travel - Mileage, Parking	42	0	75	0	75
1189	Conferences, Schools, & Training	850	335	470	315	470
1190	Lodging, Meals and Per Diem	40	0	50	0	50
TOTAL SERVICES		182,080	253,311	251,595	251,740	252,995
1306	Auto Operating Fluids	1,344	1,126	1,600	1,400	1,500
1320	Uniforms	1,272	1,321	1,575	1,400	1,500
1324	Diesel Fuel	19,223	23,844	25,500	36,000	31,500
1338	Gasoline	6,440	6,847	8,400	7,850	8,200
1340	General Supplies	32,398	41,270	41,950	44,075	42,600
1343	Chemical Sterilant and Supplies	1,561	0	1,600	750	1,500
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	88	64	100	200	150
1360	Safety Program Supplies	1,743	820	1,500	1,500	1,500
1382	Small Tools and Equipment	373	291	400	700	400
1385	Streetscape Maintenance	202	165	400	250	400
TOTAL SUPPLIES		64,644	75,748	83,025	94,125	89,250
1501	Land	0	0	0	0	0
1502	Improvements	0	0	64,000	14,000	500,000
1510	Equipment	15,535	0	60,500	150,170	292,000
TOTAL CAPITAL OUTLAY		15,535	0	124,500	164,170	792,000
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		503,876	622,918	788,595	844,825	1,477,555

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
<u>PUBLIC WORKS ADMINISTRATION</u>						
	Personnel	96,307	109,498	118,420	118,655	120,320
	Services	13,139	16,402	18,425	18,200	18,625
	Supplies	3,503	3,608	4,675	4,250	4,450
	Capital Outlay	0	0	64,000	14,000	50,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL PUBLIC WORKS ADMIN.		112,949	129,508	205,520	155,105	193,395
<u>STORM SEWERS</u>						
	Personnel	0	0	145	4,165	2,740
	Services	34	524	525	300	525
	Supplies	0	32	100	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STORM SEWERS		34	556	770	4,465	3,265
<u>STREETS</u>						
	Personnel	136,668	175,441	200,595	203,410	209,695
	Services	140,606	190,796	203,050	205,125	203,500
	Supplies	48,090	62,229	63,500	77,500	71,300
	Capital Outlay	15,535	0	60,500	150,170	557,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREETS		340,899	428,466	527,645	636,205	1,041,495
<u>TRAFFIC SIGNS/SIGNALS</u>						
	Personnel	4,681	1,862	2,255	2,080	2,740
	Services	14,741	12,765	14,500	13,250	14,500
	Supplies	4,075	3,025	3,700	3,250	3,700
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SIGNS/SIGNALS		23,497	17,652	20,455	18,580	20,940
<u>FLIGHT SERVICE MAINTENANCE</u>						
	Personnel	2,810	2,137	2,705	760	1,645
	Services	10,531	29,114	11,500	10,750	11,500
	Supplies	273	354	950	350	700
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL F.S.S. MAINTENANCE		13,614	31,605	15,155	11,860	13,845

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
COMPOST SITE						
	Personnel	0	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		0	0	0	0	0
STREET CLEANING						
	Personnel	290	2,956	3,380	4,510	4,455
	Services	1,881	2,074	2,000	2,000	2,000
	Supplies	5,839	4,362	7,200	6,000	6,200
	Capital Outlay	0	0	0	0	185,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREET CLEANING		8,010	9,392	12,580	12,510	197,655
MOSQUITOWEED CONTROL						
	Personnel	861	1,500	1,620	865	1,370
	Services	398	138	445	300	445
	Supplies	2,864	2,138	2,750	2,700	2,750
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MOSQUITOWEED CONTROL		4,123	3,776	4,815	3,865	4,565
SHADE TREE						
	Personnel	0	465	355	345	345
	Services	750	1,498	1,150	1,815	1,900
	Supplies	0	0	150	75	150
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SHADE TREE		750	1,963	1,655	2,235	2,395
TOTAL DIVISION						
	Personnel	241,617	293,859	329,475	334,790	343,310
	Services	182,080	253,311	251,595	251,740	252,995
	Supplies	64,644	75,748	83,025	94,125	89,250
	Capital Outlay	15,535	0	124,500	164,170	792,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL DIVISION		503,876	622,918	788,595	844,825	1,477,555

BUDGET NOTES

PERSONNEL

This department reflects the administration cost of the entire Public Works and Parks and Recreation operation. The personnel section includes the Public Works Director's time and the Public Works Supervisor's time when devoted to administration duties. As the newly upgraded Waste Water Treatment Plant (WWTP) has neared completion, the majority of the duties involved with the plant have transferred from the Director to the operator and the Waste Water Plant Operations Manager position that was created late in 2013. Therefore, more of the Director's time and expense has been devoted to activities accounted for in this department. This accounts for the increase beginning in 2013A.

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 2014A is for the replacement of the office area and painting of the original Public Works shop. The office replacement was not done in 201 and is carried over to the 2015A budget. 2014R is for the painting of the original Public Works shop.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	67,705	78,311	84,000	85,400	87,700
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	28,602	31,187	34,420	33,255	32,620
TOTAL PERSONNEL		96,307	109,498	118,420	118,655	120,320
1102	Printing and Publishing	413	271	200	100	200
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	2,028	2,411	2,500	3,100	3,200
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	9,044	12,076	13,500	13,000	13,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	458	--	200	100	200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	968	1,324	1,500	1,700	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	105	320	200	100	200
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		13,139	16,402	18,425	18,200	18,625
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	447	440	575	500	500
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	2,489	2,420	3,200	2,750	3,000
1340	General Supplies	129	85	300	300	300
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	88	64	100	200	150
1360	Safety Program Supplies	350	599	500	500	500
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		3,503	3,608	4,675	4,250	4,450
1501	Land	--	--	--	--	--
1502	Improvements	--	--	64,000	14,000	50,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	64,000	14,000	50,000
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		112,949	129,508	205,520	155,105	193,395

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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	--	--	100	3,000	2,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	45	1,165	740
TOTAL PERSONNEL		0	0	145	4,165	2,740
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	524	500	300	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		34	524	525	300	525
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	32	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	32	100	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 STORM SEWERS		34	556	770	4,465	3,265

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. With the completion of the Wastewater Treatment Plant expansion, one full time employee was dedicated to operating the plant. Beginning late in 2013 this was 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. This is the primary reason for the increase in personnel costs starting in 2013. 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 2015 have been increased 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 2013A 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.

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. This is increased for usage and inflation.

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 - 2015A is \$350,000 for shop expansion and \$100,000 for work on 15th St. and 13th Ave. intersection work.

1510 - 2012A was for a used pickup truck. 2014 has \$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. 2014R has funds for the hot patch trailer and a tractor that was purchased when the prior tractor was rendered in operable. 2015A again has \$20,000 for the used bucket truck, \$5,000 for sign reflectivity, \$12,000 to rehab a truck body, \$6,000 for additional 800 MHz radios, \$40,000 for a dump truck and \$24,000 for a pickup truck.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	86,743	112,621	135,000	139,000	144,500
	Part-time & Seasonal Salaries	13,931	13,759	4,500	5,000	5,500
	Overtime Salaries	701	940	3,500	3,500	4,000
	Fringe Benefits	35,293	48,121	57,595	55,910	55,695
TOTAL PERSONNEL		136,668	175,441	200,595	203,410	209,695
1102	Printing and Publishing	149	215	150	150	150
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	1,329	1,129	1,250	2,000	1,400
1136	Utilities	--	715	--	820	--
1140	Contracted Labor/Sealcoat	113,741	129,473	160,000	159,080	160,000
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	274	--	--	--	--
1143	Other Expert and Professional	642	126	150	170	150
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	23,720	59,062	40,500	42,500	41,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other /Road Opening Repairs	--	11	300	--	200
1172	Rents and Leases	--	--	500	200	400
1186	Taxes and Licenses	186	65	200	205	200
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	565	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		140,606	190,796	203,050	205,125	203,500
1306	Auto Operating Fluids	1,344	1,126	1,600	1,400	1,500
1320	Uniforms	825	881	1,000	900	1,000
1324	Diesel Fuel	14,846	21,563	20,500	32,500	27,500
1338	Gasoline	3,761	4,227	5,000	5,000	5,000
1340	General Supplies	23,785	33,755	32,000	35,000	33,000
1343	Chemical Sterilant and Supplies	1,561	--	1,600	750	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	1,393	221	1,000	1,000	1,000
1382	Small Tools and Equipment	373	291	400	700	400
1385	Streetscape Maintenance	202	165	400	250	400
TOTAL SUPPLIES		48,090	62,229	63,500	77,500	71,300
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	450,000
1510	Equipment	15,535	--	60,500	150,170	107,000
TOTAL CAPITAL OUTLAY		15,535	0	60,500	150,170	557,000
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 STREETS		340,899	428,466	527,645	636,205	1,041,495

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 roundabout street 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.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	2,653	1,059	1,600	1,500	2,000
	Part-time & Seasonal Salaries	871	346	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,157	457	655	580	740
TOTAL PERSONNEL		4,681	1,862	2,255	2,080	2,740
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities - Signal Light Electric	12,222	11,657	12,500	12,250	12,500
1140	Contracted Labor	500	--	500	250	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	2,019	1,108	1,500	750	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		14,741	12,765	14,500	13,250	14,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	4,075	3,025	3,700	3,250	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		4,075	3,025	3,700	3,250	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		23,497	17,652	20,455	18,580	20,940

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. The use of the facility changed significantly in 2014. The FAA consolidated and transferred the flight service operations to a different facility and is using a small portion of the building for some of the tele-communications and switching gear. They are planning on changing the amount of the lease and some of the terms. This would allow the City to lease out the remainder of the building, but the users would have to be airport related. At this point, it is not known to what extent the maintenance costs listed here will be reduced due to the change in the lease arrangements.

PERSONNEL

Personnel costs are for snowplowing, grass cutting, 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

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

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	2,210	1,350	1,750	500	1,200
	Part-time & Seasonal Salaries	--	264	--	--	--
	Overtime Salaries	--	--	--	65	--
	Fringe Benefits	600	523	955	195	445
TOTAL PERSONNEL		2,810	2,137	2,705	760	1,645
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	--	1,752	1,500	750	1,500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	10,531	27,362	10,000	10,000	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		10,531	29,114	11,500	10,750	11,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	190	200	200	100	200
1340	General Supplies	83	154	750	250	500
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		273	354	950	350	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 F.S.S. MAINTENANCE		13,614	31,605	15,155	11,860	13,845

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 have been 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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 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 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		0	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

1510 - is for a new street sweeper in 2015.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	218	1,647	2,400	3,250	3,250
	Part-time & Seasonal Salaries	--	699	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	72	610	980	1,260	1,205
TOTAL PERSONNEL		290	2,956	3,380	4,510	4,455
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	1,881	2,074	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		1,881	2,074	2,000	2,000	2,000
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	4,377	2,281	5,000	3,500	4,000
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,462	2,081	2,200	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		5,839	4,362	7,200	6,000	6,200
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	185,000
TOTAL CAPITAL OUTLAY		0	0	0	0	185,000
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 STREET CLEANING		8,010	9,392	12,580	12,510	197,655

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 the need for 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	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	535	802	1,150	425	1,000
	Part-time & Seasonal Salaries	37	163	--	275	--
	Overtime Salaries	33	136	--	--	--
	Fringe Benefits	256	399	470	165	370
TOTAL PERSONNEL		861	1,500	1,620	865	1,370
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	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	136	123	150	100	150
1188	Travel - Mileage, Parking	42	--	--	--	--
1189	Conferences, Schools, & Training	180	15	220	200	220
1190	Lodging, Meals and Per Diem	40	--	25	--	25
TOTAL SERVICES		398	138	445	300	445
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,864	2,138	2,750	2,700	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		2,864	2,138	2,750	2,700	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		4,123	3,776	4,815	3,865	4,565

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 had been rather minimal in recent past, the emergence of the Emerald Ash Borer problem in the state has resulted in increases both in terms of 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

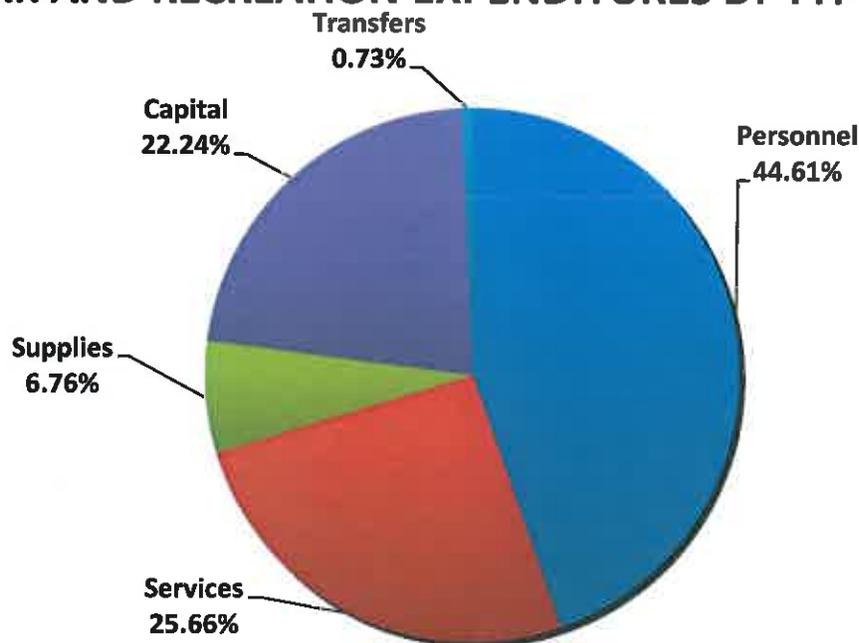
1340 - supplies for the tree trimming equipment. Currently the replacement trees are budgeted in the park department. This could change again if the activity increases due to the Ash tree vulnerability.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	--	--	250	250	250
	Part-time & Seasonal Salaries	--	432	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	33	105	95	95
TOTAL PERSONNEL		0	465	355	345	345
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	1,498	750	1,500	1,500
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	300	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	15	50
1190	Lodging, Meals and Per Diem	--	--	25	--	25
TOTAL SERVICES		750	1,498	1,150	1,815	1,900
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	150	75	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	75	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		750	1,963	1,655	2,235	2,395

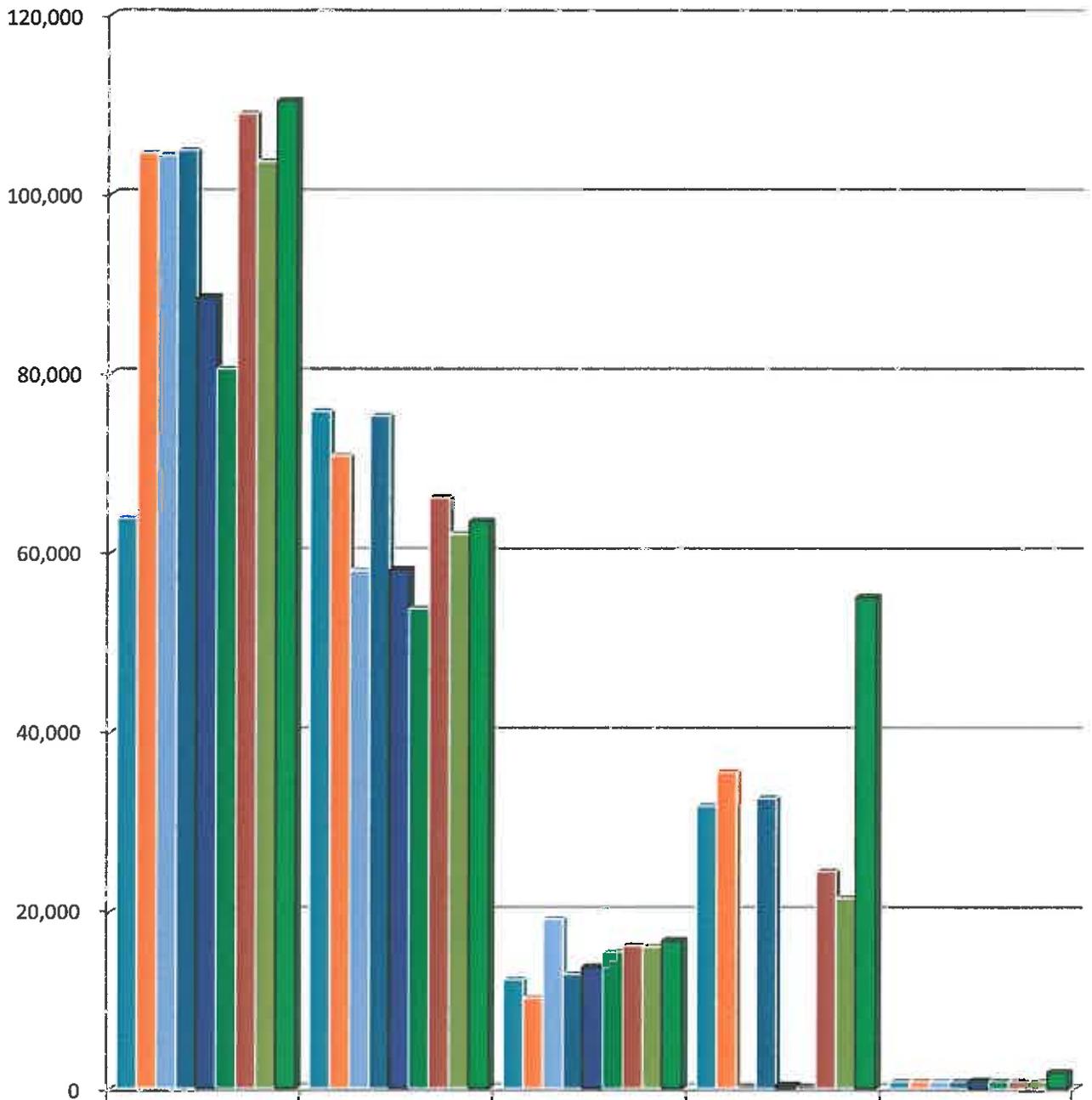
**PARKS AND RECREATION
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
TOTAL PERSONNEL		88,517	80,528	109,010	103,700	110,345
	% of Total Department	54.79%	53.45%	50.31%	50.77%	44.61%
	% of Total Personal Services	5.17%	4.51%	5.48%	5.17%	5.47%
TOTAL SERVICES		58,106	53,788	66,145	62,105	63,460
	% of Total Department	35.97%	35.70%	30.53%	30.41%	25.66%
	% of Total Supplies	8.91%	6.64%	7.08%	6.69%	5.66%
TOTAL SUPPLIES		13,777	15,539	16,225	16,105	16,725
	% of Total Department	8.53%	10.31%	7.49%	7.88%	6.76%
	% of Total Services	7.58%	8.28%	7.50%	7.64%	7.29%
TOTAL CAPITAL OUTLAY		355	0	24,500	21,515	55,000
	% of Total Department	0.22%	0.00%	11.31%	10.53%	22.24%
	% of Total Capital Outlay	0.58%	0.00%	5.48%	6.19%	5.09%
TOTAL TRANSFERS		800	800	800	800	1,800
	% of Total Department	0.50%	0.53%	0.37%	0.39%	0.73%
	% of Total Transfers	0.34%	0.29%	1.14%	2.26%	2.55%
TOTAL OTHER		0	0	0	25	0
	% of Total Department	0.00%	0.00%	0.00%	0.01%	0.00%
	% of Total Other	0.00%	0.00%	0.00%	0.03%	0.00%
TOTAL OTHER DIVISION		161,555	150,655	216,680	204,250	247,330
	% of General Fund	5.57%	4.68%	5.79%	5.65%	5.35%
	Cost per Capita	\$35.76	\$32.07	\$45.66	\$43.05	\$51.61

PARK AND RECREATION EXPENDITURES BY TYPE



PARKS AND RECREATION EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS
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 ACTUAL	80,528	53,788	15,539	0	800
2014 ADOPTED	109,010	66,145	16,225	24,500	800
2014 REVISED	103,700	62,105	16,105	21,515	800
2015 ACTUAL	110,345	63,460	16,725	55,000	1,800

**PARKS AND RECREATION
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	48,537	47,962	64,700	62,050	66,000
	Part-time & Seasonal Salaries	19,922	13,686	16,500	16,000	18,500
	Overtime Salaries	114	167	0	225	0
	Fringe Benefits	19,944	18,713	27,810	25,425	25,845
TOTAL PERSONNEL		88,517	80,528	109,010	103,700	110,345
1101	Community Promotion	0	0	0	0	0
1102	Printing and Publishing	1,001	877	975	1,200	1,000
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	353	602	400	505	500
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	30,303	24,029	37,500	30,500	33,000
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	3,474	4,494	3,900	2,645	3,700
1150	Insurance and Bonds	0	0	0	0	0
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	19,863	20,366	19,550	23,300	21,050
1158	Membership and Subscriptions	0	0	0	150	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	0	50	170	50	170
1186	Taxes and Licenses	2,877	2,970	3,250	2,900	3,100
1188	Travel - Mileage, Parking	0	0	0	0	0
1189	Conferences, Schools, & Training	235	400	400	855	940
1190	Lodging, Meals and Per Diem	0	0	0	0	0
TOTAL SERVICES		58,106	53,788	66,145	62,105	63,460
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	774	775	825	825	825
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	2,221	1,630	2,350	2,325	2,350
1340	General Supplies	9,070	11,905	11,550	12,800	12,050
1343	Chemical Sterilant & Supplies	1,712	1,229	1,500	0	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	155	0
TOTAL SUPPLIES		13,777	15,539	16,225	16,105	16,725
1501	Land	0	0	0	0	0
1502	Improvements	355	0	0	0	18,000
1510	Equipment	0	0	24,500	21,515	37,000
TOTAL CAPITAL OUTLAY		355	0	24,500	21,515	55,000
1790	Transfers Out	800	800	800	800	1,800
TOTAL TRANSFERS		800	800	800	800	1,800
1810	Remit Collections/Other Agencies	0	0	0	0	0
1820	Refunds and Reimbursements	0	0	0	25	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		0	0	0	25	0
TOTAL PARKS AND REC		161,555	150,655	216,680	204,250	247,330

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**PARKS AND RECREATION
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
RECREATION PROGRAMS						
	Personnel	282	68	2,505	765	2,685
	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		282	68	2,605	765	2,785
DEPOT CENTER						
	Personnel	229	138	350	695	685
	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		229	138	350	695	685
SPLASH PARK OPERATIONS						
	Personnel	13,238	15,048	18,215	15,865	18,355
	Services	31,911	27,485	29,795	28,790	29,610
	Supplies	6,128	4,933	5,600	4,030	5,600
	Capital Outlay	0	0	0	0	10,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SPLASH PARK OPERATE		51,277	47,466	53,610	48,685	63,565
PARK MAINTENANCE						
	Personnel	74,768	65,274	87,940	86,375	88,620
	Services	26,195	26,303	36,300	33,315	33,800
	Supplies	7,649	10,606	10,575	12,075	11,075
	Capital Outlay	355	0	24,500	21,515	45,000
	Transfers	800	800	800	800	1,800
	Other	0	0	0	25	0
TOTAL PARK MAINTENANCE		109,767	102,983	160,115	154,105	180,295
TOTAL DIVISION						
	Personnel	88,517	80,528	109,010	103,700	110,345
	Services	58,106	53,788	66,145	62,105	63,460
	Supplies	13,777	15,539	16,225	16,105	16,725
	Capital Outlay	355	0	24,500	21,515	55,000
	Transfers	800	800	800	800	1,800
	Other	0	0	0	25	0
TOTAL DIVISION		161,555	150,655	216,680	204,250	247,330

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

SUPPLIES

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

1340 - supplies for the rink.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	--	55	250	550	500
	Part-time & Seasonal Salaries	245	--	2,000	--	2,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	37	13	255	215	185
TOTAL PERSONNEL		282	68	2,505	765	2,685
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		282	68	2,605	765	2,785

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.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	18	128	250	500	500
	Part-time & Seasonal Salaries	194	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	17	10	100	195	185
TOTAL PERSONNEL		229	138	350	695	685
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		229	138	350	695	685

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 beginning in 2012A 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

1510 - in 2015A is for replacement of the splash park controls.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	4,082	5,706	7,200	6,000	7,500
	Part-time & Seasonal Salaries	6,737	6,426	7,500	7,000	7,500
	Overtime Salaries	114	60	--	--	--
	Fringe Benefits	2,305	2,856	3,515	2,865	3,355
TOTAL PERSONNEL		13,238	15,048	18,215	15,865	18,355
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	827	877	875	1,200	900
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	348	602	400	505	500
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	17,295	14,332	17,500	14,500	16,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert	2,794	3,040	3,200	2,645	3,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	8,284	6,015	5,000	6,800	6,000
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	2,363	2,619	2,750	2,600	2,600
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	540	540
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		31,911	27,485	29,795	28,790	29,610
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	163	--	100	75	100
1340	General Supplies	4,253	3,704	4,000	3,800	4,000
1343	Chemical Sterilant & Supplies	1,712	1,229	1,500	--	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	155	--
TOTAL SUPPLIES		6,128	4,933	5,600	4,030	5,600
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	10,000
TOTAL CAPITAL OUTLAY		0	0	0	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 PARK MAINTENANCE		51,277	47,466	53,610	48,685	63,565

BUDGET NOTES

PERSONNEL

Personnel includes the costs for the time actually worked in the parks by Public Works employees. The increase showing in 2014 and 2015 relates to the added personnel in the Sanitary Sewer fund, which will allow for more time to be devoted to the parks. 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. The large increase in 2014R is due to work done to make repairs when the pump house in Riverside was removed.

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 - 2012A has the adjusted amounts for the few remaining costs associated with the dog park. 2015A has \$8,000 for a vault toilet to be installed in Riebe Park and \$10,000 for a roof replacement for Solheim Field concession stand.

1510 - 2014A has \$22,000 for a pickup truck and \$2,500 for a boom sprayer. The amount in 2014R is for the pickup with the boom sprayer being carried forward. 2015A has \$3,500 for the boom sprayer, \$15,000 for shade structures for the park and \$8,500 for a portable air compressor.

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. Beginning with 2015A, an additional \$1,000 is being transferred to the fund to be used when needed to help pay for the water bills.

CODE NO.	DESCRIPTION	2012 ACTUAL	2013 ACTUAL	2014 ADOPTED	2014 REVISED	2015 ADOPTED
	Full-time Salaries	44,437	42,073	57,000	55,000	57,500
	Part-time & Seasonal Salaries	12,746	7,260	7,000	9,000	9,000
	Overtime Salaries	--	107	--	225	--
	Fringe Benefits	17,585	15,834	23,940	22,150	22,120
TOTAL PERSONNEL		74,768	65,274	87,940	86,375	88,620
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	13,008	9,697	20,000	16,000	17,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert/Sealcoating	680	1,454	700	--	700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	11,579	14,351	14,500	16,500	15,000
1158	Membership and Subscriptions	--	--	--	150	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges - Rental	--	50	100	50	100
1186	Taxes and Licenses	514	351	500	300	500
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	235	400	400	315	400
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		26,195	26,303	36,300	33,315	33,800
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	774	775	825	825	825
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	2,058	1,630	2,250	2,250	2,250
1340	General Supplies	4,817	8,201	7,500	9,000	8,000
1343	Chemical Sterilant & Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		7,649	10,606	10,575	12,075	11,075
1501	Land	--	--	--	--	--
1502	Improvements	355	--	--	--	18,000
1510	Equipment	--	--	24,500	21,515	27,000
TOTAL CAPITAL OUTLAY		355	0	24,500	21,515	45,000
1790	Transfers Out	800	800	800	800	1,800
TOTAL TRANSFERS		800	800	800	800	1,800
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	25	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	25	0
TOTAL PARK MAINTENANCE		109,767	102,983	160,115	154,105	180,295