

RESOLUTION #16-59

**A RESOLUTION ADOPTING THE REVISED 2016 BUDGET AND
APPROVING THE 2017 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, 2017, to December 31, 2017; and

WHEREAS, the City Administrator has prepared and presented for review the revised 2016 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 2016 revised and 2017 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 2016 revised and 2017 budgets are adopted, including a 2016 property tax levy in the following amount:

General Fund –	
Current Expenditures	\$ 1,954,085
Tax Abatement Levy	35,000
Capital Improvements	175,600
	<u>123,500</u>
Bonded Indebtedness	<u>123,500</u>
	<u>123,500</u>
CITY SUBTOTAL LEVY	\$2,288,185
	<u>17,895</u>
Economic Development Authority	<u>17,895</u>
TOTAL LEVY	<u>\$2,306,080</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 8th day of December, 2016.

Paul Whitcomb, Mayor

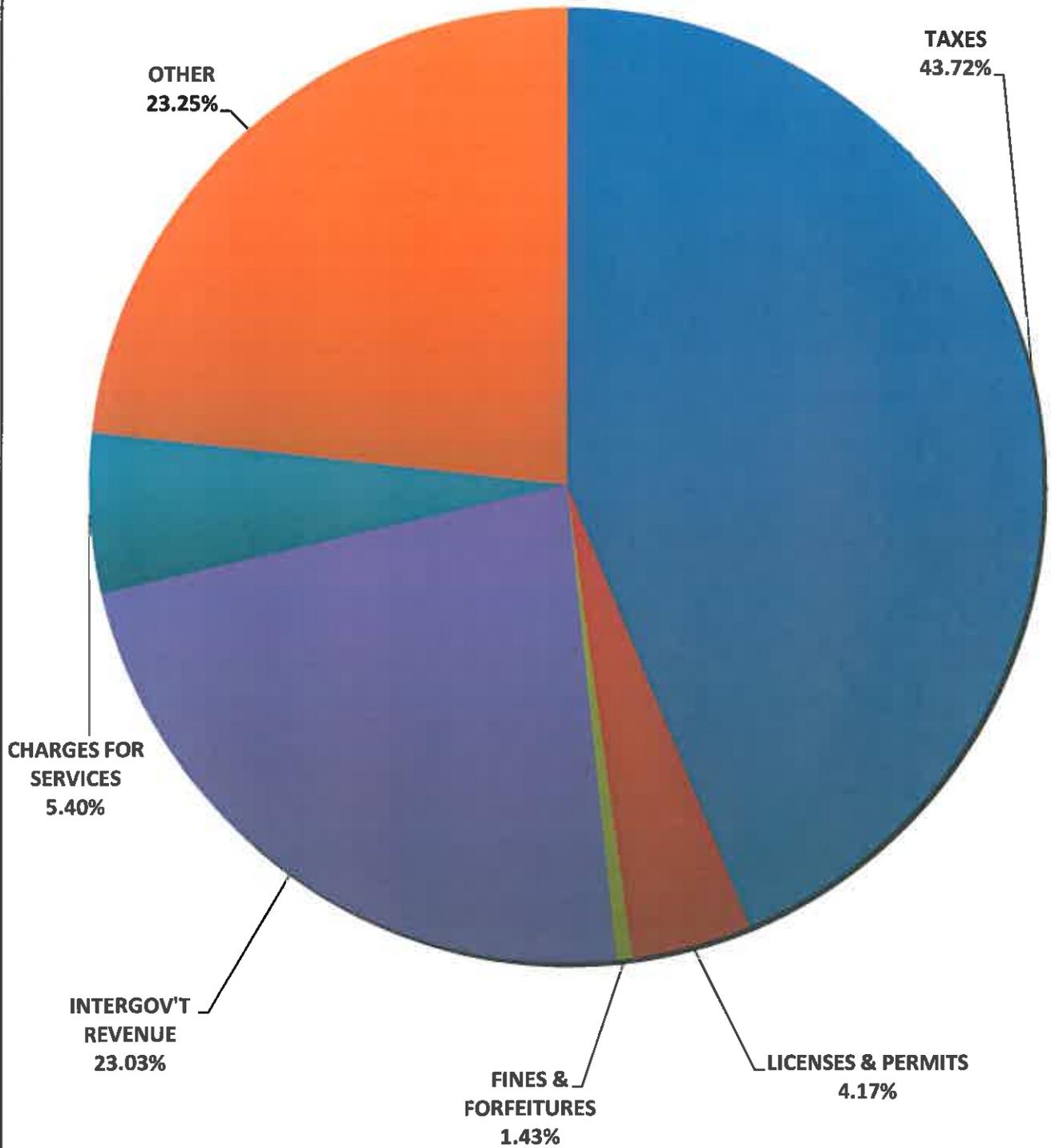
ATTEST:

Shawna Jenkins
City Clerk

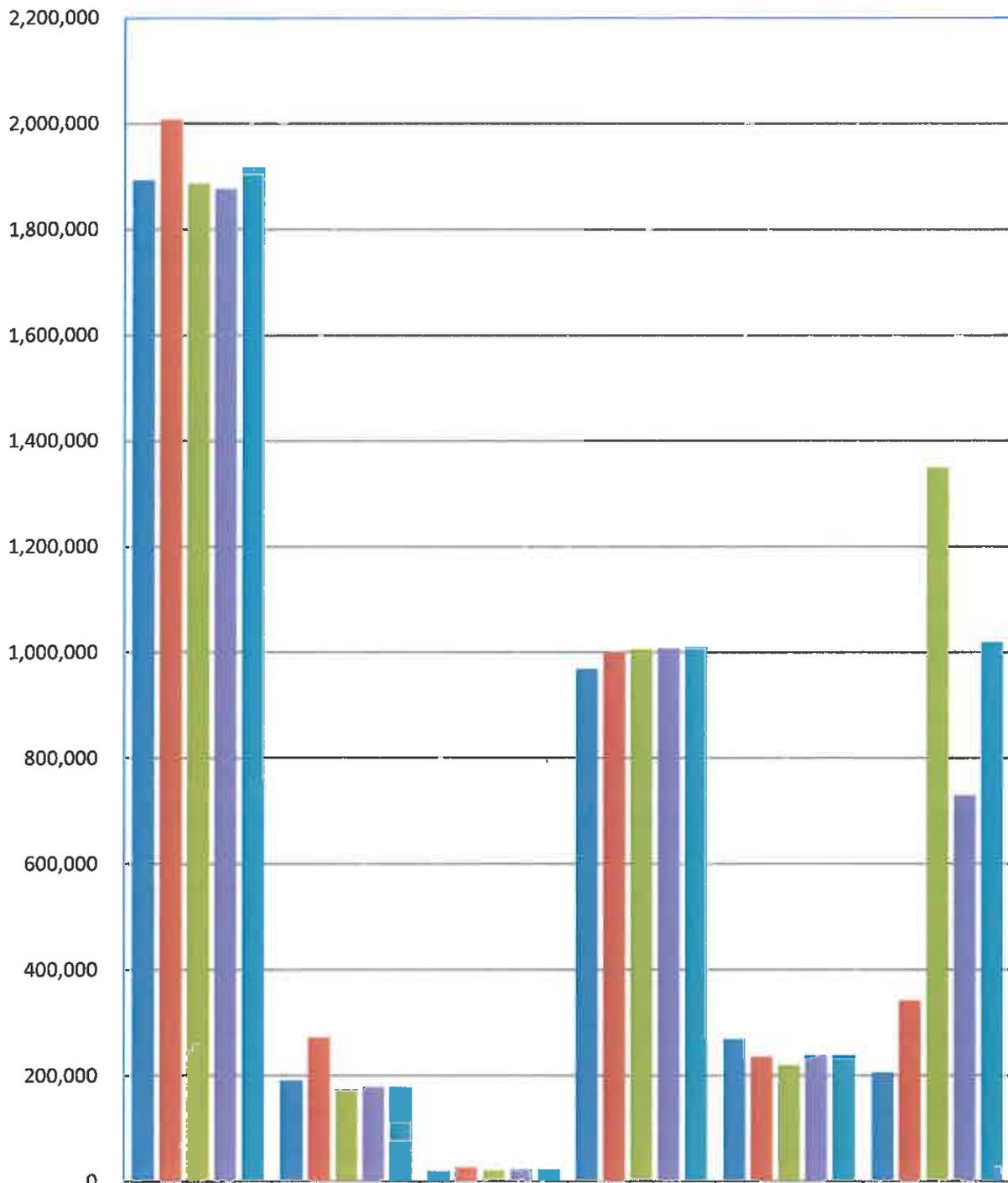
LEVY ANALYSIS

	2010	2011	2012	2013	2014	2015	2016	Proposed 2017
GENERAL FUND	906,249	986,500	1,126,099	1,194,919	1,822,925	1,866,840	1,920,005	1,954,085
STATE AID REDUCTION LEVY	80,100	90,849	0	0	0	0	0	0
FIRE RELIEF	--	--	--	--	--	--	--	--
POLICE WAGE & BENEFIT SPECIAL LEVY	721,441	721,441	721,441	721,441	0	0	0	0
CAPITAL IMPROVEMENT	175,600	175,600	175,600	175,600	175,600	175,600	175,600	175,600
EDA	17,895	17,895	17,895	17,895	17,895	17,895	17,895	17,895
PERA RATE INCREASES	17,065	17,065	17,065	17,065	0	0	0	0
COPS GRANT REDUCTION LEVY	21,500	21,500	21,500	21,500	0	0	0	0
SMITH SYSTEM ROAD ASSESS	0	0	0	0	0	0	0	0
LIBRARY BONDS	0	0	0	0	0	0	0	0
WEST BRANCH PROJECT	0	0	0	0	0	0	0	0
SCHOOL & INDUSTRIAL PARK	0	0	0	0	0	0	0	0
FIRST STREET PROJECT	10,000	0	0	0	0	0	0	0
2nd & 7th Street Project	10,000	0	0	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	96,000	25,000	20,000	20,000	20,000	20,000	0	0
2nd & 10th Street Project	2,500	2,500	2,500	2,500	2,500	2,500	0	0
TAX ABATEMENT LEVY	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
TOTAL CERTIFIED LEVY	2,183,350	2,183,350	2,227,100	2,195,920	2,163,920	2,207,835	2,272,000	2,306,080
AMOUNT OF PROPERTY TAXES	2,183,350	2,183,350	2,227,100	2,195,920	2,163,920	2,207,835	2,272,000	2,306,080
INC (DEC) FROM PRIOR YEAR	3.00%	0.00%	2.00%	-1.40%	-1.46%	2.03%	2.91%	1.50%
AMOUNT OF LGA	535,932	723,241	535,932	535,933	813,075	833,685	842,730	843,730
TOTAL LGA & GENERAL FUND AND CIP LEVY	2,510,782	2,789,091	2,650,532	2,619,353	2,864,495	2,934,020	2,992,230	3,026,310
ESTIMATED NET TAX CAPACITY	3,352,680	3,009,781	2,589,938	2,553,758	2,761,779	2,961,469	3,975,143	3,123,807
ESTIMATED TAX CAPACITY RATE PERCENTAGE CHANGE	65.12 4.54%	72.54 11.39%	85.99 18.54%	85.99 0.00%	78.35 -8.88%	74.55 -4.85%	76.37 2.43%	73.68 -3.52%
TAX CAPACITY INCREASE/ (DECREASE)	-1.47%	-10.23%	-13.95%	-1.40%	8.15%	7.23%	0.46%	5.20%

2017 GENERAL FUND REVENUE ANALYSIS



Annual General Fund Revenues by Source



	TAXES	PERMITS	FINES	INTERGOV'T REVENUE	CHARGES FOR SERVICES	OTHER
2014 ACTUAL	1,893,743	190,954	20,530	968,965	268,443	205,834
2015 ACTUAL	2,008,054	271,460	25,731	999,890	235,106	341,649
2016 ADOPTED	1,887,755	174,065	21,000	1,005,635	219,570	1,349,150
2016 REVISED	1,877,505	178,180	23,500	1,007,570	237,070	729,820
2017 ADOPTED	1,917,130	178,090	23,500	1,009,570	236,790	1,019,500

**GENERAL FUND
REVENUE SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>	1,893,743	2,008,054	1,887,755	1,877,505	1,917,130
	% of Total Fund Revenues	53.38%	51.73%	40.54%	46.33%	43.72%
4002	<u>LICENSES & PERMITS</u>	190,954	271,460	174,065	178,180	178,090
	% of Total Fund Revenues	5.38%	6.99%	3.74%	4.40%	4.06%
4003	<u>FINES AND FORFEITURES</u>	20,530	25,731	21,000	23,500	23,500
	% of Total Fund Revenues	0.58%	0.66%	0.45%	0.58%	0.54%
4004	<u>INTERGOVERNMENTAL REVENUE</u>	968,965	999,890	1,005,635	1,007,570	1,009,570
	% of Total Fund Revenues	27.31%	25.76%	21.59%	24.86%	23.03%
4005	<u>CHARGES FOR SERVICES</u>	268,443	235,106	219,570	237,070	236,790
	% of Total Fund Revenues	7.57%	6.06%	4.71%	5.85%	5.40%
4006	<u>OTHER</u>	205,834	341,649	1,349,150	729,820	1,019,500
	% of Total Fund Revenues	5.80%	8.80%	28.97%	18.00%	23.25%
TOTAL GENERAL FUND REVENUES		3,548,469	3,881,890	4,657,175	4,053,645	4,384,580

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
4001	<u>TAXES AND SPECIAL ASSESS.</u>					
3200	Property Taxes - Current	1,858,699	1,904,641	1,857,255	1,857,255	1,889,630
3202	Property Taxes - Delinquent	26,482	82,136	27,500	17,500	25,000
3204	Penalty and Interest	3,560	7,021	3,000	--	2,500
3218	Forfeit Tax Sale Proceeds	5,002	14,256	--	2,750	--
TOTAL		1,893,743	2,008,054	1,887,755	1,877,505	1,917,130
4002	<u>LICENSES & PERMITS</u>					
3230	Temporary Non-Intox. On-Sale	60	--	60	25	50
3234	Building Permits	83,482	131,946	75,000	75,000	75,000
3235	Plan Check Fees	49,063	77,823	44,000	42,500	42,500
3236	Building Permit Surcharge	7,249	6,738	5,000	6,000	6,000
3238	Cigarette Licenses	1,500	600	800	600	600
3239	Cable Franchise Fee	33,747	37,494	35,000	39,540	39,500
3240	Fence Permits	125	400	200	325	300
3242	Misc. Permits and Licenses	490	690	500	650	600
3246	Club Liquor License	700	700	700	700	700
3250	Liquor On-Sale License	11,256	11,008	10,000	10,000	10,000
3252	Non-Intoxicating Off-Sale	400	300	300	300	300
3254	Non-Intoxicating On-Sale	225	400	200	200	200
3255	Set-Up (Display) License	--	--	--	--	--
3256	Refuse Haulers License	450	500	350	350	350
3257	Recycling Facility License	60	20	50	30	30
3258	Peddlers License	510	345	345	350	350
3260	Plumbing Permit	1,454	2,120	1,400	1,400	1,400
3262	Plumbing Permit Surcharge	88	71	65	35	35
3266	Pet License	70	280	70	150	150
3268	Golf Cart Permit	25	25	25	25	25
TOTAL		190,954	271,460	174,065	178,180	178,090
4003	<u>FINES AND FORFEITURES</u>					
3270	Court Fines	20,480	25,701	21,000	23,500	23,500
3272	Traffic Violations - Parking	--	30	--	--	--
3274	Tobacco Violation Fines	--	--	--	--	--
3276	Administrative Fines	50	--	--	--	--
TOTAL		20,530	25,731	21,000	23,500	23,500
4004	<u>INTERGOVERNMENTAL REVENUE</u>					
3900	COPS Grant - School Liaison	--	--	--	--	--
3902	Safe & Sober Grant	1,653	--	--	--	--
3903	State - Police Grant	--	--	--	--	--
3904	Fire Aid - 2%	61,047	68,591	68,590	69,830	69,830
3908	Market Value Credit Aid	--	--	--	--	--
3910	Local Government Aid	813,075	838,687	843,730	843,730	845,730
3912	Miscellaneous Aid	5,874	6,874	6,000	6,500	6,500
3916	Police Aid	87,316	85,738	87,315	87,510	87,510
TOTAL		968,965	999,890	1,005,635	1,007,570	1,009,570

**GENERAL FUND
REVENUE DETAIL**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
4005	CHARGES FOR SERVICES					
3400	Accident Reports	93	60	--	50	50
3404	Assessment Searches	60	80	--	20	40
3406	Township Fire Service Contracts	155,680	160,340	159,000	159,000	159,000
3410	Charges for Current Services	36	(29)	30	5	25
3412	Copies	--	--	--	--	--
3416	Dog Pound	100	600	500	500	500
3420	Election Filing Fee	8	--	--	10	--
3428	AFSS Lease Revenue	65,000	15,130	15,130	29,000	29,000
3431	Community Room Rental	1,095	135	500	550	500
3434	Other/Splash Park Rentals	26,004	31,557	25,500	26,540	26,500
3435	Splash Park Miscellaneous	385	647	385	1,420	1,400
3440	Mark Park Rental	4,845	5,108	3,700	5,700	5,500
3442	Miscellaneous Police Revenue	918	985	800	800	800
3443	Blacktop Repair Reimbursement	(580)	--	--	--	--
3444	Miscellaneous Service Revenue	512	316	500	400	400
3445	Sign Sale and Reimbursement	--	--	--	--	--
3446	Miscellaneous Street Revenue	100	3,600	--	2,500	2,500
3447	Compost Disposal Revenue	--	--	--	--	--
3452	Zoning and Development Fees	3,750	10,253	5,000	4,000	4,000
3454	Vacancy Notification Fees	450	500	250	300	300
3456	Police Reports	332	289	300	275	275
3457	Fire Reports	75	135	75	100	100
3462	Sale of Winter Salt and Sand	3,300	500	3,000	1,000	1,000
3464	Sale of Maps	--	--	--	--	--
3466	Sale of Fixed Assets	1,380	--	--	--	--
3494	Work for Other Agencies	4,900	4,900	4,900	4,900	4,900
	TOTAL	268,443	235,106	219,570	237,070	236,790
4006	OTHER					
3944	Donation - Grant	--	--	--	--	--
3945	Camping Donations	1,585	1,981	1,800	1,320	1,500
3946	Contributions and Donations	--	--	--	--	--
3947	Contributions - Other Funds/CIP	--	--	1,022,400	400,000	828,000
3948	Payment in Lieu of Taxes - PUC	52,500	52,500	52,500	52,500	52,500
3949	Contributions - Other Funds/Liquor	37,139	165,582	163,700	160,000	18,000
3950	Interest Income	19,522	15,167	10,000	14,000	14,000
3951	Transfer In - Other	--	--	--	--	--
3960	Miscellaneous Income	2,335	1,629	--	--	--
3963	Excise Tax Rebate	--	--	--	--	--
3965	Misc. Refunds & Reimbursements	338	15	--	--	--
3966	Youth Services Officer - School	92,415	104,775	98,750	102,000	105,500
	TOTAL OTHER	205,834	341,649	1,349,150	729,820	1,019,500
	TOTAL GENERAL FUND REVENUES	3,548,469	3,881,890	4,657,175	4,053,645	4,384,580

**GENERAL FUND
EXPENDITURE SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	TOTAL PERSONNEL	1,972,064	1,977,260	2,082,355	2,025,969	2,183,760
	% of Total Expenditures	56.01%	53.98%	44.71%	50.00%	49.81%
	TOTAL SERVICES	848,185	958,034	1,162,130	997,860	983,810
	% of Total Expenditures	24.09%	26.15%	24.95%	24.63%	22.44%
	TOTAL SUPPLIES	216,899	178,832	221,380	179,885	219,870
	% of Total Expenditures	6.16%	4.88%	4.75%	4.44%	5.02%
	TOTAL CAPITAL OUTLAY	314,601	339,190	1,022,400	699,780	828,000
	% of Total Expenditures	8.94%	9.26%	21.95%	17.27%	18.89%
	TOTAL TRANSFERS	82,674	116,160	56,135	52,815	52,640
	% of Total Expenditures	2.35%	3.17%	1.21%	1.30%	1.20%
	TOTAL OTHER	86,274	93,563	112,800	95,540	116,130
	% of Total Expenditures	2.45%	2.55%	2.42%	2.36%	2.65%
	TOTAL GENERAL FUND	3,520,697	3,663,039	4,657,200	4,051,849	4,384,210
	Cost per Capita	\$749.40	\$774.92	\$985.23	\$857.17	\$927.48

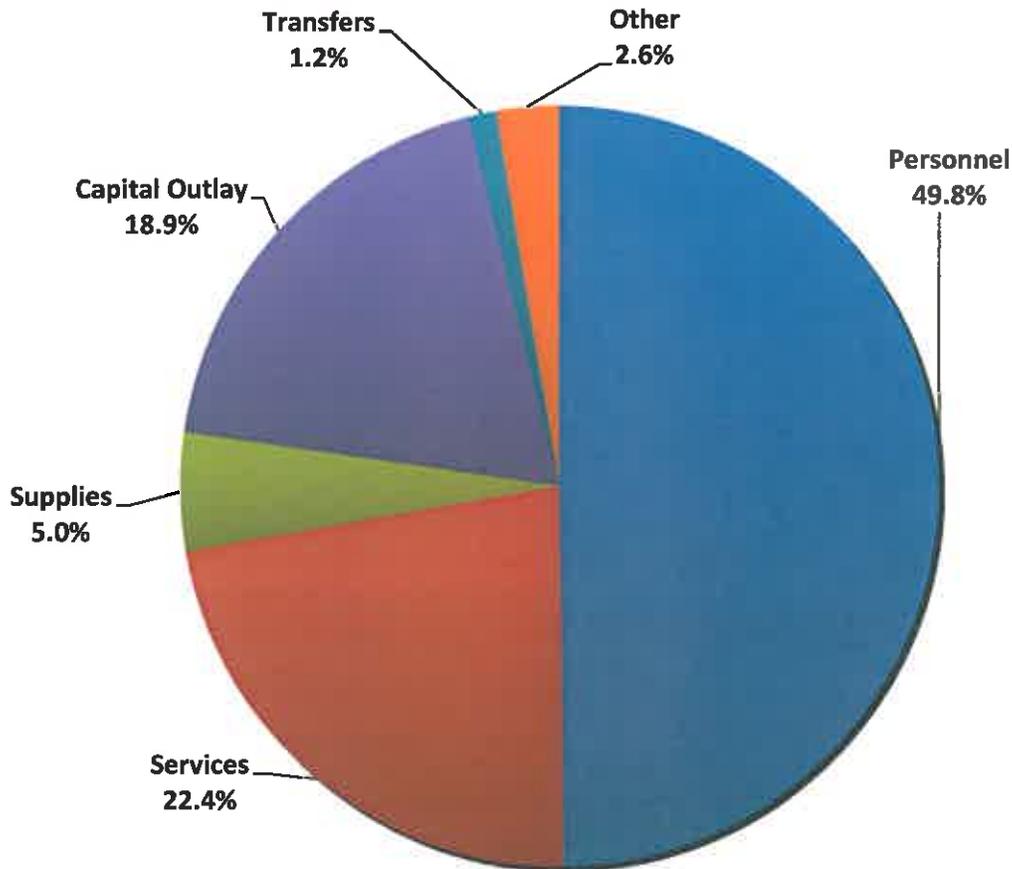
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	1,342,254	1,334,058	1,416,260	1,350,629	1,463,450
	Part-time & Seasonal Salaries	108,980	114,528	129,250	145,585	162,400
	Overtime Salaries	30,295	32,901	24,500	30,850	24,750
	Fringe Benefits	490,535	495,773	512,345	498,905	533,160
TOTAL PERSONNEL		1,972,064	1,977,260	2,082,355	2,025,969	2,183,760
1101	Community Promotion	0	4,148	7,100	5,250	7,100
1102	Printing and Publishing	3,273	3,716	5,125	4,360	4,950
1118	Cleaning and Waste Removal	557	230	1,000	250	1,000
1120	Telephone and Postage	18,831	19,451	20,410	19,425	20,235
1134	Radio and Pager Charges	4,569	1,343	4,200	2,750	4,200
1136	Utilities	112,272	100,725	116,560	109,310	115,310
1140	Contracted Labor	165,375	152,232	176,500	143,465	173,250
1141	Legal Services	62,759	58,797	69,500	62,570	68,500
1142	Engineering Services	1,801	6,778	5,500	10,050	6,000
1143	Other Expert and Professional	85,940	112,519	125,100	131,715	128,800
1150	Insurance and Bonds	135,293	133,418	168,000	149,500	166,500
1152	Tire Purchases and Repairs	2,088	524	2,500	2,000	2,200
1154	Maintenance and Repair	129,653	106,241	121,200	119,290	121,460
1158	Membership and Subscriptions	16,220	16,929	19,780	18,195	19,255
1159	Safety Program Dues & Exp.	9,288	10,155	11,000	10,500	11,250
1160	Building Rent	37,138	165,582	163,700	126,610	0
1160	Books and Reference Material	247	666	250	200	250
1161	Data Processing/Office Equip R&M	18,213	15,510	19,000	18,200	19,500
1162	Other Charges	13,908	15,501	33,600	11,875	33,450
1172	Rents and Leases	0	0	3,700	3,600	3,650
1185	Annexation Tax Requirement	15,261	3,800	35,000	15,000	25,000
1186	Taxes and Licenses	7,550	20,426	18,990	18,045	18,965
1187	Building Permit Fee Reserve	0	0	10,000	0	10,000
1188	Travel - Mileage, Parking	1,392	1,097	3,025	1,460	2,450
1189	Conferences, Schools, & Training	4,916	6,802	15,640	11,740	15,135
1190	Lodging, Meals and Per Diem	1,641	1,444	5,750	2,500	5,400
TOTAL SERVICES		848,185	958,034	1,162,130	997,860	983,810
1306	Auto Operating Fluids	589	1,399	1,550	1,400	1,550
1320	Uniforms	12,102	15,278	13,930	14,155	15,205
1324	Diesel Fuel	35,451	12,941	33,250	23,650	27,750
1338	Gasoline	42,435	33,125	45,550	34,000	46,050
1340	General Supplies	97,957	99,373	71,100	76,410	76,025
1342	Canine Unit Costs & Supplies	0	0	0	0	0
1343	Chemical Sterilant & Supplies	389	1,028	2,250	2,900	2,250
1345	Printed Forms and Supplies	580	522	750	525	750
1358	Office Supplies	2,247	2,269	3,700	2,545	3,390
1360	Safety Program Supplies	5,856	4,101	7,250	5,850	6,900
1382	Small Tools and Equipment	19,030	8,528	16,650	10,800	14,650
1385	Streetscape Maintenance	263	268	400	150	350
1410	Service & Supplies Inflation	0	0	25,000	7,500	25,000
TOTAL SUPPLIES		216,899	178,832	221,380	179,885	219,870

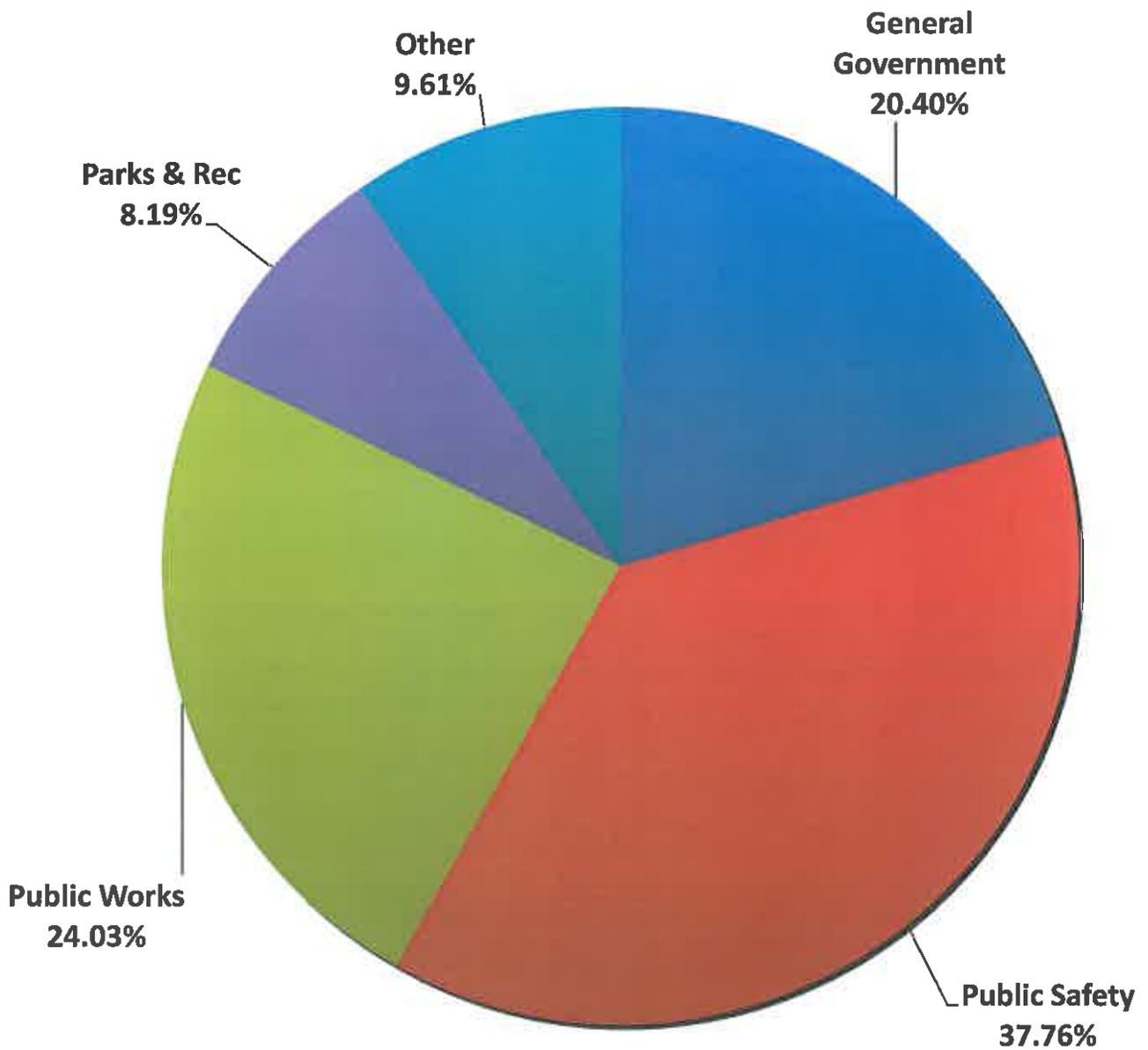
**GENERAL FUND
EXPENDITURE DETAIL**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
1501	Land	0	0	0	0	0
1502	Improvements	36,986	29,754	519,000	263,000	259,000
1510	Equipment	277,615	309,436	503,400	436,780	569,000
TOTAL CAPITAL OUTLAY		314,601	339,190	1,022,400	699,780	828,000
1790	Transfers Out	82,674	116,160	56,135	52,815	52,640
TOTAL TRANSFERS		82,674	116,160	56,135	52,815	52,640
1810	Remit Collections for Other Agencies	86,149	93,563	92,800	95,540	96,130
1820	Refunds and Reimbursements	125	0	0	0	0
1999	Unallocated Contingency	0	0	20,000	0	20,000
TOTAL OTHER		86,274	93,563	112,800	95,540	116,130
TOTAL GENERAL FUND		3,520,697	3,663,039	4,657,200	4,051,849	4,384,210

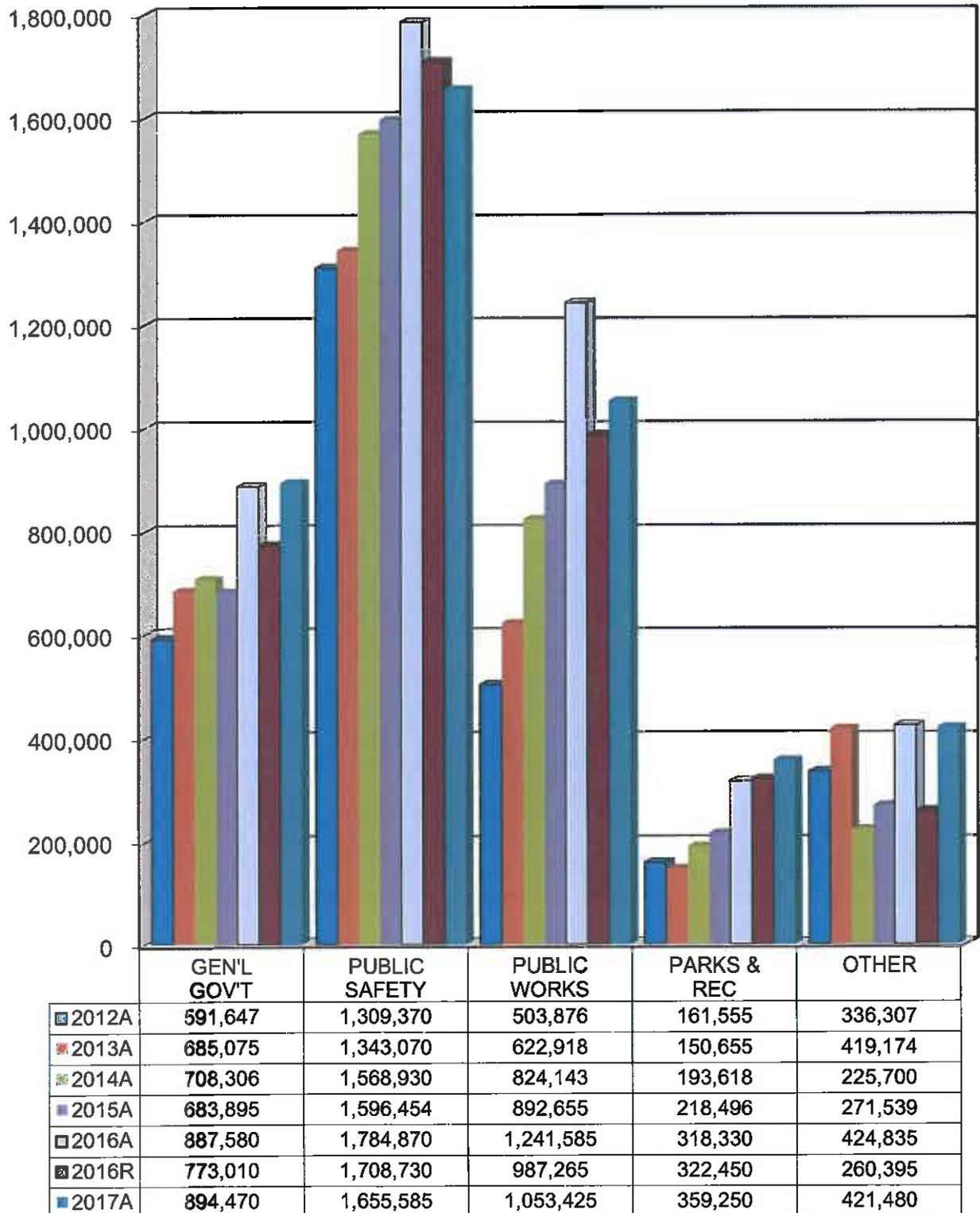
2017 PROPOSED



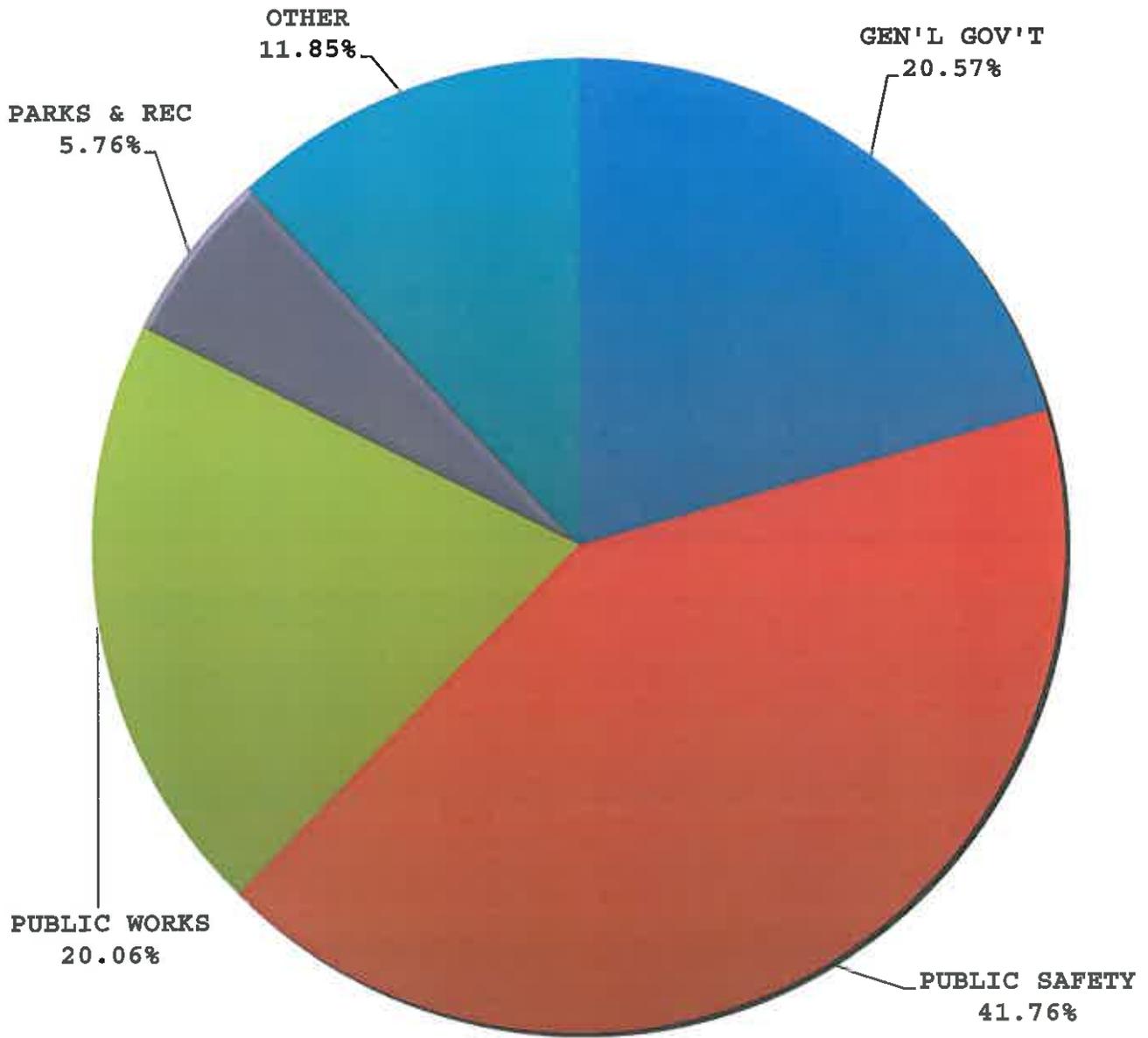
**2017 GENERAL FUND
TOTAL EXPENDITURES BY DIVISION**



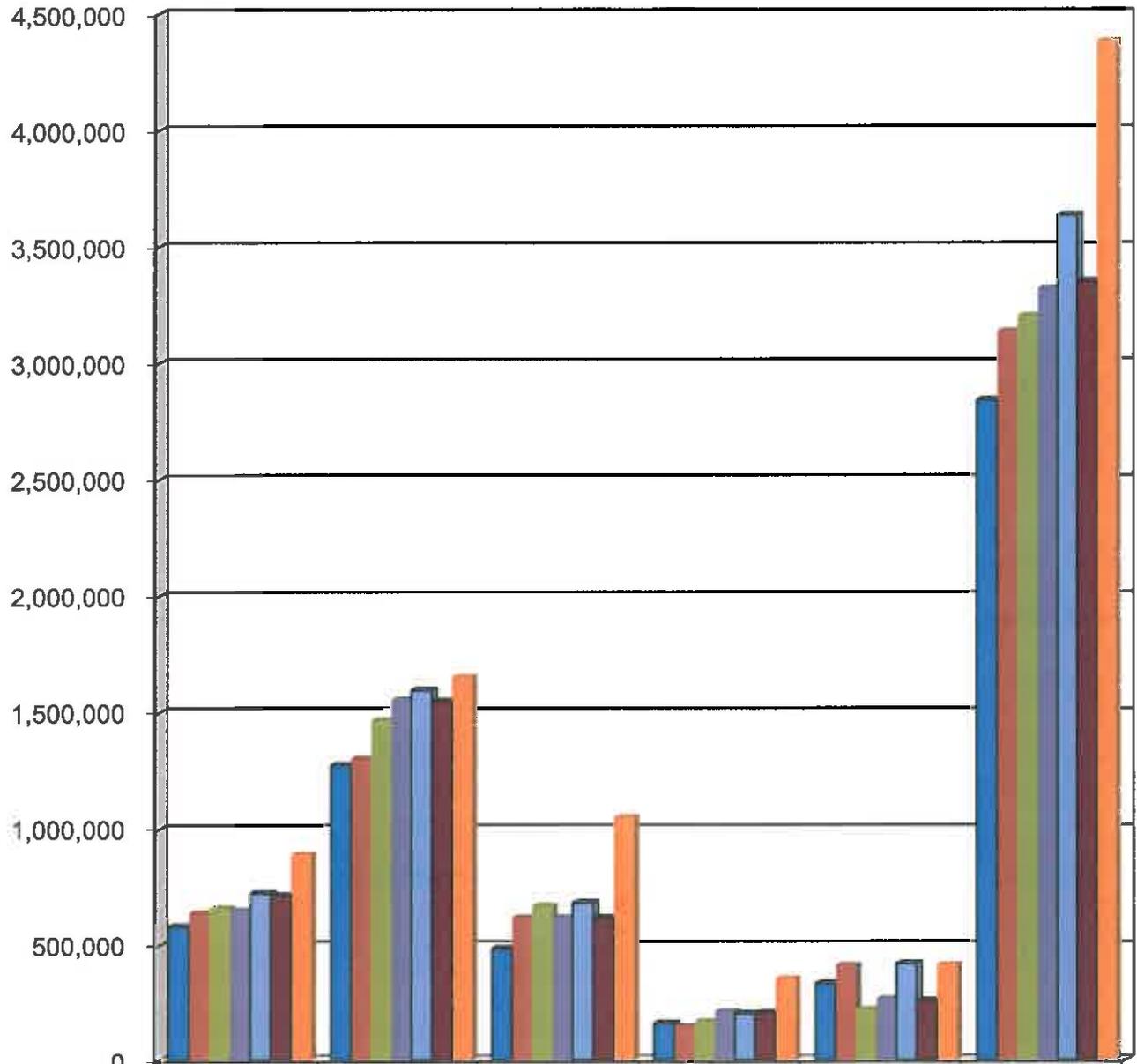
GENERAL FUND TOTAL EXPENDITURES BY DIVISION



2017 GENERAL FUND OPERATING EXPENDITURES BY DIVISION

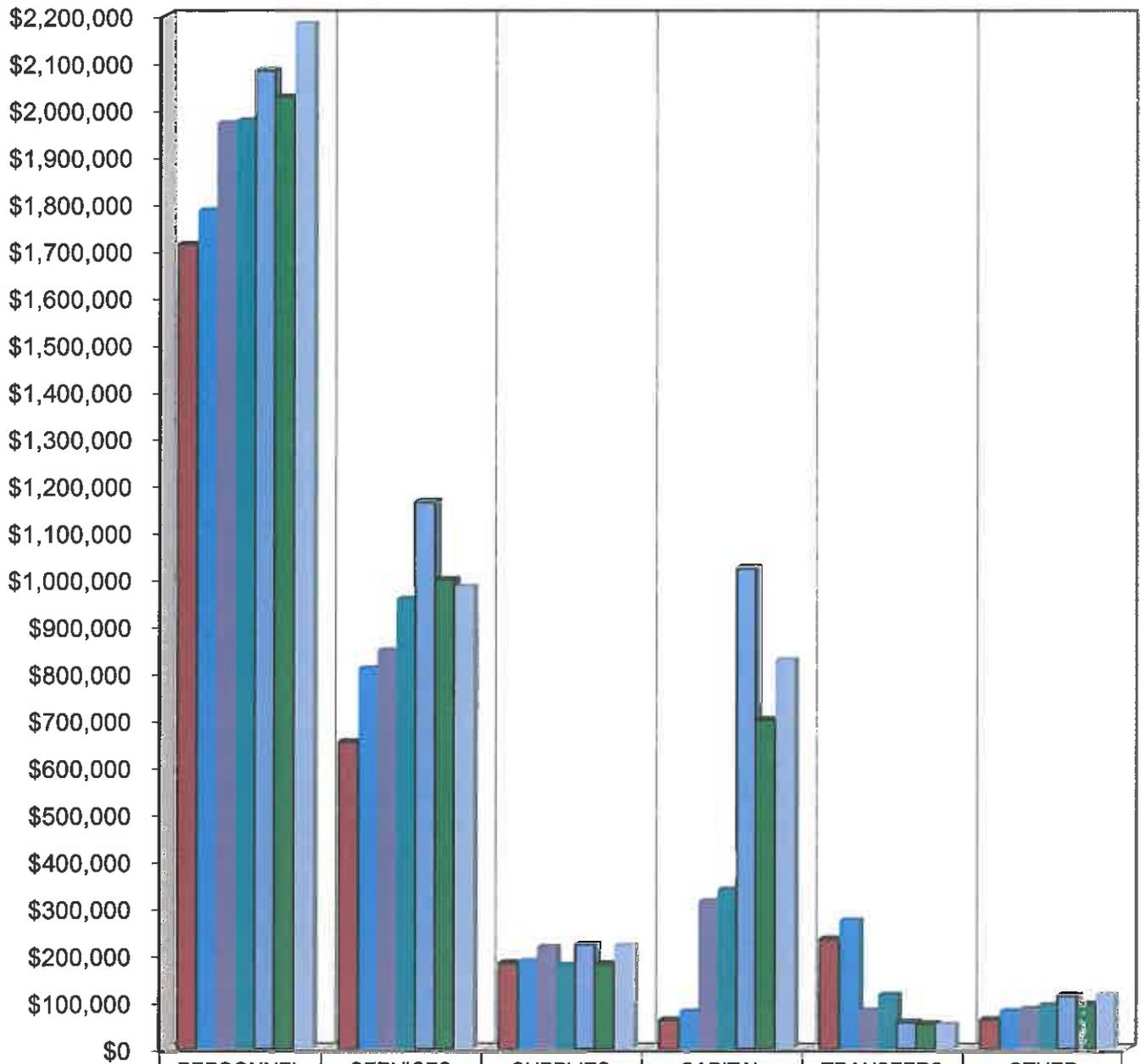


GENERAL FUND OPERATING EXPENDITURES BY DIVISION



	GEN'L GOVT	PUBLIC SAFETY	PUBLIC WORKS	PARKS & REC	OTHER	TOTAL
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	664,100	1,470,259	673,974	172,063	225,700	3,206,096
2015A	654,141	1,558,250	624,753	215,166	271,539	3,323,849
2016A	724,580	1,596,470	684,585	204,330	424,835	3,634,800
2016R	715,510	1,549,330	620,265	206,570	260,395	3,352,070
2017A	894,470	1,655,585	1,053,425	359,250	421,480	4,384,210

GENERAL FUND TOTAL EXPENDITURES BY TYPE

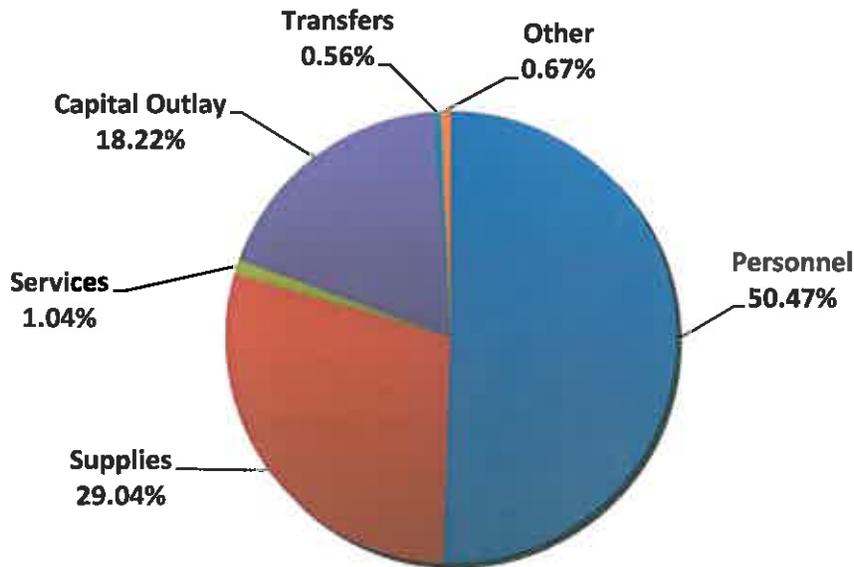


	PERSONNEL	SERVICES	SUPPLIES	CAPITAL	TRANSFERS	OTHER
2012A	1,712,583	652,202	181,824	60,979	233,163	62,004
2013A	1,786,336	810,243	187,734	80,756	274,282	81,541
2014A	1,972,064	848,185	216,899	314,601	82,674	86,274
2015A	1,977,260	958,034	178,832	339,190	116,160	93,563
2016A	2,082,355	1,162,130	221,380	1,022,400	56,135	112,800
2016R	2,025,970	997,860	179,885	699,780	52,815	95,540
2017A	2,183,760	983,810	219,870	828,000	52,640	116,130

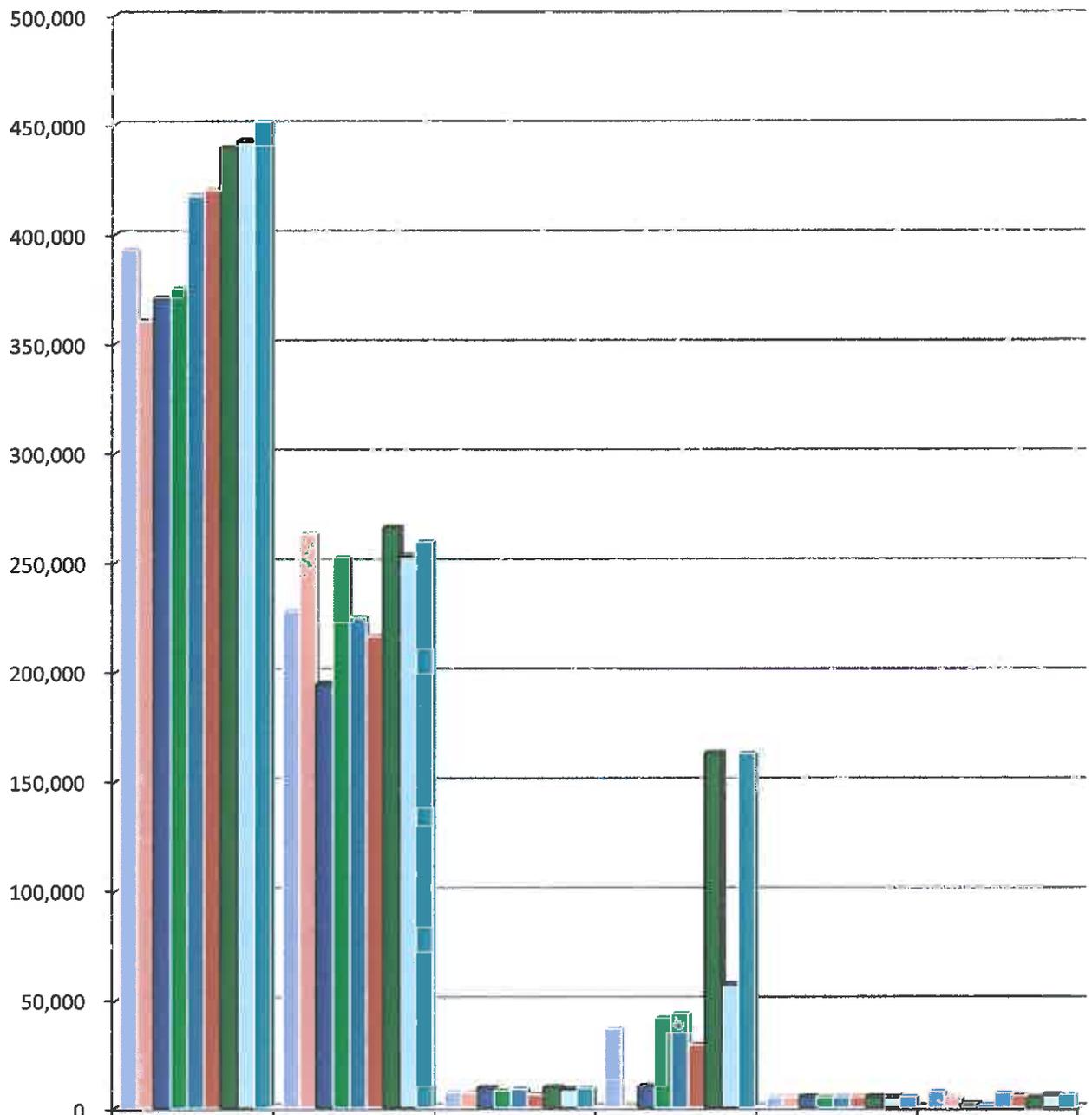
**GENERAL GOVERNMENT
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
TOTAL PERSONNEL		418,111	420,617	439,585	442,785	451,455
	% of Total Department	59.03%	61.50%	49.53%	57.28%	50.47%
	% of Total Personal Services	21.20%	20.20%	21.11%	21.86%	20.67%
TOTAL SERVICES		225,346	216,514	266,015	253,045	259,735
	% of Total Department	31.81%	31.66%	29.97%	32.74%	29.04%
	% of Total Supplies	26.57%	18.63%	22.89%	25.36%	26.40%
TOTAL SUPPLIES		9,016	6,173	9,480	8,680	9,280
	% of Total Department	1.27%	0.90%	1.07%	1.12%	1.04%
	% of Total Services	4.16%	2.79%	4.28%	4.83%	4.22%
TOTAL CAPITAL OUTLAY		44,206	29,754	163,000	57,500	163,000
	% of Total Department	6.24%	4.35%	18.36%	7.44%	18.22%
	% of Total Capital Outlay	14.05%	2.91%	15.94%	8.22%	19.69%
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
	% of Total Department	0.71%	0.73%	0.56%	0.65%	0.56%
	% of Total Transfers	6.05%	8.91%	8.91%	9.47%	9.50%
TOTAL OTHER		6,627	5,837	4,500	6,000	6,000
	% of Total Department	0.94%	0.85%	0.51%	0.78%	0.67%
	% of Total Other	7.68%	5.17%	3.99%	6.28%	5.17%
TOTAL GENERAL GOVERNMENT		708,306	683,895	887,580	773,010	894,470
	% of General Fund	20.12%	14.68%	19.06%	19.08%	20.40%
	Cost per Capita	\$156.77	\$145.57	\$187.06	\$162.91	\$186.66

GENERAL GOVERNMENT EXPENDITURES BY TYPE



GENERAL GOVERNMENT EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS	OTHER
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 ACTUAL	418,111	225,346	9,016	44,206	5,000	6,627
2015 ACTUAL	420,617	216,514	6,173	29,754	5,000	5,837
2016 ADOPTED	439,585	266,015	9,480	163,000	5,000	4,500
2016 REVISED	442,785	253,045	8,680	57,500	5,000	6,000
2017 ADOPTED	451,455	259,735	9,280	163,000	5,000	6,000

**GENERAL GOVERNMENT
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	307,504	303,744	318,675	318,680	327,970
	Part-time & Seasonal Salaries	16,020	16,009	16,000	18,785	17,260
	Overtime Salaries	63	0	0	475	0
	Fringe Benefits	94,524	100,864	104,910	104,845	106,225
TOTAL PERSONNEL		418,111	420,617	439,585	442,785	451,455
1101	Community Promotion	0	4,148	5,100	5,000	5,100
1102	Printing and Publishing	1,683	2,047	2,900	2,280	2,550
1118	Cleaning and Waste Removal	557	230	1,000	250	1,000
1120	Telephone and Postage	4,479	5,984	5,770	5,585	5,695
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	23,477	20,599	24,000	22,000	23,750
1140	Contracted Labor	2,569	0	6,000	2,000	3,000
1141	Legal Services	62,523	58,797	69,500	62,500	68,500
1142	Engineering Services	1,801	5,283	5,000	5,000	5,000
1143	Other Expert and Professional	70,146	86,898	92,250	102,390	92,900
1150	Insurance and Bonds	3,580	2,307	4,000	3,000	3,500
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	37,751	13,481	21,650	21,215	21,970
1158	Membership and Subscriptions	12,374	12,825	15,080	13,995	14,555
1160	Books and Reference Material	247	666	250	200	250
1161	Data Processing/Office Equip R&M	0	0	0	0	0
1162	Other Charges	679	0	4,750	2,250	4,425
1186	Taxes and Licenses	587	1,191	815	720	815
1188	Travel - Mileage, Parking	1,317	776	2,450	1,260	1,875
1189	Conferences, Schools, & Training	1,111	690	3,300	2,150	3,000
1190	Lodging, Meals and Per Diem	465	592	2,200	1,250	1,850
TOTAL SERVICES		225,346	216,514	266,015	253,045	259,735
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	1,002	852	1,155	1,155	1,155
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	0	0	0	0	0
1340	General Supplies	7,558	4,965	7,575	7,025	7,375
1345	Printed Forms and Supplies	242	252	250	175	250
1358	Office Supplies	214	104	500	325	500
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	0	0	0
TOTAL SUPPLIES		9,016	6,173	9,480	8,680	9,280
1501	Land	0	0	0	0	0
1502	Improvements	36,986	29,754	81,000	15,000	61,000
1510	Equipment	7,220	0	82,000	42,500	102,000
TOTAL CAPITAL OUTLAY		44,206	29,754	163,000	57,500	163,000
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	6,527	5,837	4,500	6,000	6,000
1820	Refunds and Reimbursements	100	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		6,627	5,837	4,500	6,000	6,000
TOTAL GENERAL GOVERNMENT		708,306	683,895	887,580	773,010	894,470

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**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
<u>MAYOR AND COUNCIL</u>						
	Personnel	17,230	17,230	17,220	17,230	17,230
	Services	12,587	13,819	15,550	14,250	15,100
	Supplies	70	198	75	75	100
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MAYOR AND COUNCIL		29,887	31,247	32,845	31,555	32,430
<u>ADMINISTRATION</u>						
	Personnel	175,798	186,750	193,320	193,870	198,670
	Services	3,864	2,475	7,520	4,280	6,895
	Supplies	921	846	1,480	1,255	1,430
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ADMINISTRATION		180,583	190,071	202,320	199,405	206,995
<u>ELECTIONS</u>						
	Personnel	0	0	0	2,775	1,250
	Services	3,583	418	5,600	510	570
	Supplies	223	0	300	300	150
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ELECTIONS		3,806	418	5,900	3,585	1,970
<u>ASSESSING</u>						
	Personnel	0	0	0	0	0
	Services	16,998	16,656	17,500	17,000	17,000
	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 ASSESSING		16,998	16,656	17,500	17,000	17,000
<u>FINANCE</u>						
	Personnel	141,636	145,064	148,825	148,590	152,445
	Services	17,613	18,748	21,260	19,570	20,560
	Supplies	2,697	2,626	3,225	3,125	3,225
	Capital Outlay	1,370	0	2,500	2,500	2,500
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL FINANCE		163,316	166,438	175,810	173,785	178,730

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
LEGAL						
	Personnel	0	0	0	0	0
	Services	59,527	59,871	65,000	61,000	64,000
	Supplies	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL LEGAL		59,527	59,871	65,000	61,000	64,000
TECHNOLOGY DEPARTMENT						
	Personnel	0	0	0	0	0
	Services	10,721	4,266	3,050	2,750	3,150
	Supplies	414	287	350	200	300
	Capital Outlay	5,850	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL TECHNOLOGY		16,985	4,553	3,400	2,950	3,450
BUILDING INSPECTION						
	Personnel	0	0	0	0	0
	Services	25,900	42,080	40,500	55,340	43,500
	Supplies	242	0	300	300	325
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	6,627	5,837	4,500	6,000	6,000
TOTAL BUILDING INSPECTION		32,769	47,917	45,300	61,640	49,825
PLANNING AND ZONING						
	Personnel	76,002	69,186	72,675	72,675	74,300
	Services	8,039	13,868	29,800	22,875	29,975
	Supplies	805	316	750	425	750
	Capital Outlay	0	30,577	79,500	40,000	99,500
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	0	0	0	0	0
TOTAL PLANNING & ZONING		89,846	118,947	187,725	140,975	209,525

**GENERAL GOVERNMENT
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
LIBRARY BLDG. MAINTENANCE						
	Personnel	3,375	861	4,115	4,170	4,125
	Services	47,743	31,842	44,220	38,970	42,720
	Supplies	2,139	716	1,500	1,250	1,500
	Capital Outlay	36,986	(823)	26,000	5,000	16,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL LIBRARY BLDG. MAINT.		90,243	32,596	75,835	49,390	64,345
CITY HALL BUILDING						
	Personnel	4,070	1,526	3,430	3,475	3,435
	Services	18,771	12,471	16,015	16,500	16,265
	Supplies	1,505	1,184	1,500	1,750	1,500
	Capital Outlay	0	0	55,000	10,000	45,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL CITY HALL BUILDING		24,346	15,181	75,945	31,725	66,200
TOTAL DIVISION						
	Personnel	418,111	420,617	439,585	442,785	451,455
	Services	225,346	216,514	266,015	253,045	259,735
	Supplies	9,016	6,173	9,480	8,680	9,280
	Capital Outlay	44,206	29,754	163,000	57,500	163,000
	Transfers	5,000	5,000	5,000	5,000	5,000
	Other	6,627	5,837	4,500	6,000	6,000
TOTAL DIVISION		708,306	683,895	887,580	773,010	894,470

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. Since 2016 was an election year, an increase for 2017 could have been acted on, but no action to increase salaries for 2016 was taken.

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	16,009	16,009	16,000	16,010	16,010
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,221	1,221	1,220	1,220	1,220
TOTAL PERSONNEL		17,230	17,230	17,220	17,230	17,230
1101	Community Promotion	--	--	100	--	100
1102	Printing and Publishing	84	64	150	100	100
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	11,572	12,257	13,000	12,500	12,750
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	39	--	100	--	50
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	310	500	200	400
1189	Conferences, Schools, & Training	516	596	1,000	750	1,000
1190	Lodging, Meals and Per Diem	376	592	700	700	700
TOTAL SERVICES		12,587	13,819	15,550	14,250	15,100
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	70	198	75	75	100
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		70	198	75	75	100
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL MAYOR/CITY COUNCIL		29,887	31,247	32,845	31,555	32,430

BUDGET NOTES

PERSONNEL

This department includes the City Administrator, the City Clerk and 1/3 of the Community Development Assistant (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. The anticipated COLA increase for 2017 is shown in the individual department budgets and not in the unallocated department (4930) budget as is the case in many years.

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 has been reduced to save money, there is a small amount remaining that would go towards paying for limited publications a couple of times a year with inserts in the utility billings.
- 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 amounts in 2016 and 2017 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.

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

Nothing budgeted for the years shown.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	141,239	146,680	151,965	151,970	156,565
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	475	--
	Fringe Benefits	34,559	40,070	41,355	41,425	42,105
TOTAL PERSONNEL		175,798	186,750	193,320	193,870	198,670
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	88	419	700	500	600
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,162	1,505	1,500	1,525	1,525
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	439	--	500	--	500
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	500	--	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	48	--	100	--	100
1158	Membership and Subscriptions	257	258	300	335	350
1160	Books and Reference Material	167	53	170	150	170
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	450	--	1,000	250	750
1186	Taxes and Licenses	311	--	150	120	150
1188	Travel - Mileage, Parking	664	240	800	500	750
1189	Conferences, Schools, & Training	210	--	1,000	500	1,000
1190	Lodging, Meals and Per Diem	68	--	800	400	500
TOTAL SERVICES		3,864	2,475	7,520	4,280	6,895
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	417	354	580	580	580
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	486	479	750	600	700
1345	Printed Forms and Supplies	--	--	50	25	50
1358	Office Supplies	18	13	100	50	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		921	846	1,480	1,255	1,430
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 ADMINISTRATION		180,583	190,071	202,320	199,405	206,995

BUDGET NOTES

The 2014 actual has amounts 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. Since there were no special elections in 2015, the 2015A has an amount for ballot machine maintenance. 2016A and 2016R has a budget for primary and general elections at a higher amount since it is a presidential election year, which usually provides a higher voter turnout. 2017Adopted has amounts for a possible referendum or special election and for maintenance payments on the ballot machine.

PERSONNEL

Although the City Clerk devotes substantial time to elections, the wage payments are recorded in the Administration department and overtime is usually taken as comp time. In 2016R and future years the payments to election judges are in the personnel section rather than as contract labor per the recommendation of the League of MN Cities.

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. See above for the change in treatment for these payments.
- 1154 - has an amount for repairs and specialized programming of the ballot machine if required.
- 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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	2,775	1,250
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	2,775	1,250
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	53	--	50	55	25
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	2,569	--	3,000	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	1,000	90	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	418	418	700	115	420
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	543	--	650	250	125
1189	Conferences, Schools, & Training	--	--	200	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		3,583	418	5,600	510	570
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	223	--	300	300	150
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		223	0	300	300	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 ELECTIONS		3,806	418	5,900	3,585	1,970

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.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	16,998	16,656	17,500	17,000	17,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		16,998	16,656	17,500	17,000	17,000
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 ASSESSING		16,998	16,656	17,500	17,000	17,000

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. Beginning in 2014, the Clerk position is once again full-time and the budget in all years presented 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. Also included are amounts to allow the finance clerk to attend the MCFOA convention. This has been continued in 2016 and 2017A.

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.

CAPITAL OUTLAY

- 1510 - The 2016 and 2017 Adopted is for possible additional software or any required hardware upgrade. The amount in 2014A is for the cost of a new computer monitor and battery backups for the finance department.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	101,906	106,090	108,895	108,895	112,195
	Part-time & Seasonal Salaries	11	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	39,719	38,974	39,930	39,695	40,250
TOTAL PERSONNEL		141,636	145,064	148,825	148,590	152,445
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	878	890	1,500	1,000	1,200
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	1,256	1,930	1,800	1,800	1,850
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	10,516	10,750	11,750	11,300	11,450
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	4,630	4,772	5,000	5,000	5,000
1158	Membership and Subscriptions	160	160	180	160	180
1160	Books and Reference Material	80	49	80	50	80
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	50	--	50
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	93	157	300	110	300
1189	Conferences, Schools, & Training	--	40	300	100	200
1190	Lodging, Meals and Per Diem	--	--	300	50	250
TOTAL SERVICES		17,613	18,748	21,260	19,570	20,560
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	452	381	425	425	425
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,086	1,985	2,500	2,500	2,500
1345	Printed Forms and Supplies	--	252	--	--	--
1358	Office Supplies	159	8	300	200	300
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		2,697	2,626	3,225	3,125	3,225
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	1,370	--	2,500	2,500	2,500
TOTAL CAPITAL OUTLAY		1,370	0	2,500	2,500	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		163,316	166,438	175,810	173,785	178,730

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 and 2015. 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. Appeals are not included in the retainer and are therefore, an increase in the fees.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	59,527	58,685	65,000	61,000	64,000
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	1,186	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		59,527	59,871	65,000	61,000	64,000
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL LEGAL		59,527	59,871	65,000	61,000	64,000

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. The large amount in 2014A is for work done to install a new server and work required restoring information from the server backups.

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 Actual is for the hardware and software needed to change to Windows 7 since the one currently used by most machines, Windows XP was no longer supported by the Microsoft and for a new file server to replace the one that went down prior to replacement of the workstations.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 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	563	598	650	350	450
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	899	1,171	1,000	1,000	1,200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	9,259	2,497	1,400	1,400	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		10,721	4,266	3,050	2,750	3,150
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	414	287	350	200	300
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		414	287	350	200	300
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	5,850	--	--	--	--
TOTAL CAPITAL OUTLAY		5,850	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 TECHNOLOGY DEPT.		16,985	4,553	3,400	2,950	3,450

BUDGET NOTES

The Building Official reviews plans and 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. The increase in 2015A is for construction in the past 12 to 18 months.

1158 and 1161-would be for membership in area building associations and subscriptions to building code updates. The increase in 2015A is due to acquisition of the latest revisions in the codes.

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 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	195	143	300	340	350
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	25,705	41,373	40,000	55,000	43,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	100	--	75
1160	Books and Reference Material	--	564	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	100	--	75
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		25,900	42,080	40,500	55,340	43,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	100	150	125
1345	Printed Forms and Supplies	242	--	200	150	200
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		242	0	300	300	325
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	6,527	5,837	4,500	6,000	6,000
1820	Refunds and Reimbursements	100	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		6,627	5,837	4,500	6,000	6,000
TOTAL BUILDING INSPECT.		32,769	47,917	45,300	61,640	49,825

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

SERVICES

- 1101 - for community promotion. Beginning in 2015A, money might be used to develop and update 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 is to provide funding for an intern to assist with some tasks in the department. The amounts in 2016 and 2017A are for possible consultant work on planning or zoning matters.
- 1141 - this is for legal zoning issues.
- 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 is 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 2015A was for aerial photos of the area to assist in planning. This was not done in 2015 or 2016, and is carried over to 2017A.
- 1154 - repairs and maintenance for the mapping computer, program and printer.
- 1158 - subscriptions to planning and zoning newsletters. The Planner's membership in various groups 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 2016A is for possible engineer costs associated with a subdivision ordinance update. This was not done in 2016 and is carried over to 2017A.
- 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 - 2015A has the amount for the shared digital sign. 2016A has \$2,500 for the GIS work, \$40,000 for a comp plan update, \$20,000 for a subdivision update, \$15,000 for GIS work on sewer mapping and \$2,000 for the installation of the Princeton sign. The 2017Adopted is per the amount listed in the CIP program at the back of this budget document.

TRANSFERS

- 1790 - transfer to the Economic Development Authority.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	59,192	49,269	52,315	52,315	53,710
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	16,810	19,917	20,360	20,360	20,590
TOTAL PERSONNEL		76,002	69,186	72,675	72,675	74,300
1101	Community Promotion	--	4,148	5,000	5,000	5,000
1102	Printing and Publishing	580	674	500	625	625
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	479	1,088	800	850	800
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	239	--	250	250
1140	Contracted Labor	--	--	3,000	2,000	3,000
1141	Legal Services	2,557	112	4,000	1,500	4,000
1142	Engineering Services	1,801	5,283	5,000	5,000	5,000
1143	Other Expert and Professional	900	460	4,000	2,500	4,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	448	400	450	450	450
1158	Membership and Subscriptions	385	150	1,500	1,000	1,200
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	190	--	3,500	2,000	3,500
1186	Taxes and Licenses	276	1,191	650	600	650
1188	Travel - Mileage, Parking	17	69	200	200	300
1189	Conferences, Schools, & Training	385	54	800	800	800
1190	Lodging, Meals and Per Diem	21	--	400	100	400
TOTAL SERVICES		8,039	13,868	29,800	22,875	29,975
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	133	117	150	150	150
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	635	116	500	200	500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	37	83	100	75	100
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		805	316	750	425	750
1501	Land	--	--	--	--	--
1502	Improvements	--	30,577	--	--	--
1510	Equipment	--	--	79,500	40,000	99,500
TOTAL CAPITAL OUTLAY		0	30,577	79,500	40,000	99,500
1790	Transfers Out	5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFERS		5,000	5,000	5,000	5,000	5,000
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL PLANNING & ZONING		89,846	118,947	187,725	140,975	209,525

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.

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. The increased amount in 2014A is due to replacing the flat portion of the roof, replacing an 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 - The 2014A is the final costs for the carpeting project. 2016A has an amount for a possible furnace or A/C replacement and window replacement. The A/C replacement was not needed in 2016 so the amount is carried forward to 2017A along with \$10,000 for replacement of several windows that have rotted sills.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	2,339	601	3,000	3,000	3,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,036	260	1,115	1,170	1,125
TOTAL PERSONNEL		3,375	861	4,115	4,170	4,125
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	557	230	1,000	250	1,000
1120	Telephone and Postage	720	720	720	720	720
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	16,572	14,217	16,500	14,500	16,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	10,658	10,959	12,000	10,500	11,000
1150	Insurance and Bonds	3,580	2,307	4,000	3,000	3,500
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	15,656	3,409	10,000	10,000	10,500
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		47,743	31,842	44,220	38,970	42,720
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,139	716	1,500	1,250	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		2,139	716	1,500	1,250	1,500
1501	Land	--	--	--	--	--
1502	Improvements	36,986	(823)	26,000	5,000	16,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		36,986	(823)	26,000	5,000	16,000
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	90,243	32,596	75,835	49,390	64,345

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

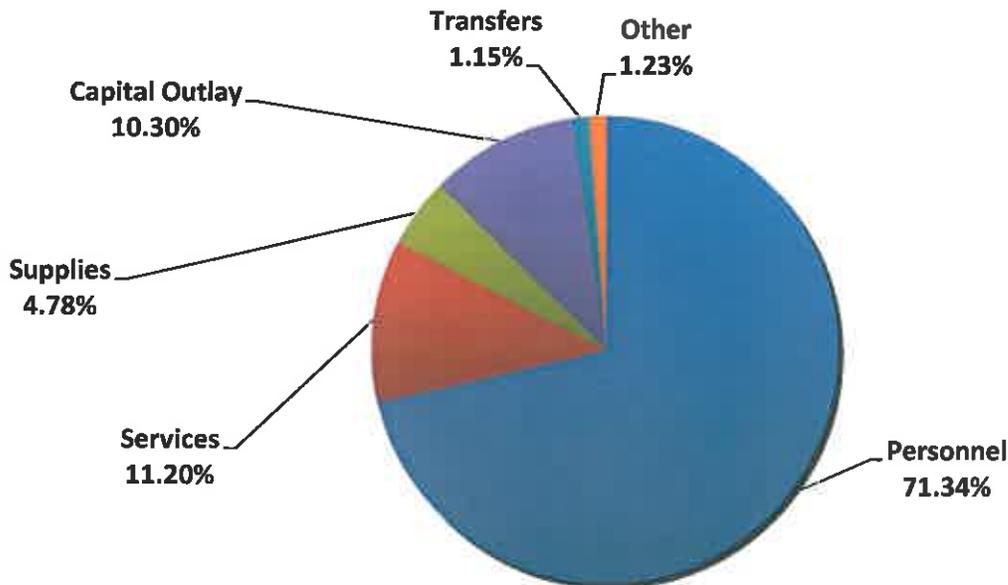
- 1502** - 2016A has \$55,000 for possible costs necessitated by the revamping of or to augment of City Hall to share space with the School District. Only a portion of the City Hall remodeling will be done in 2016, so the majority of this amount has been carried over to 2017Adopted.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	2,828	1,104	2,500	2,500	2,500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	63	--	--	--	--
	Fringe Benefits	1,179	422	930	975	935
TOTAL PERSONNEL		4,070	1,526	3,430	3,475	3,435
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	104	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	6,905	6,143	7,500	7,250	7,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	4,470	4,343	4,500	5,000	4,750
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	7,292	1,985	4,000	4,250	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	--	--	15	--	15
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		18,771	12,471	16,015	16,500	16,265
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	1,505	1,184	1,500	1,750	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		1,505	1,184	1,500	1,750	1,500
1501	Land	--	--	--	--	--
1502	Improvements	--	--	55,000	10,000	45,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	55,000	10,000	45,000
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	24,346	15,181	75,945	31,725	66,200

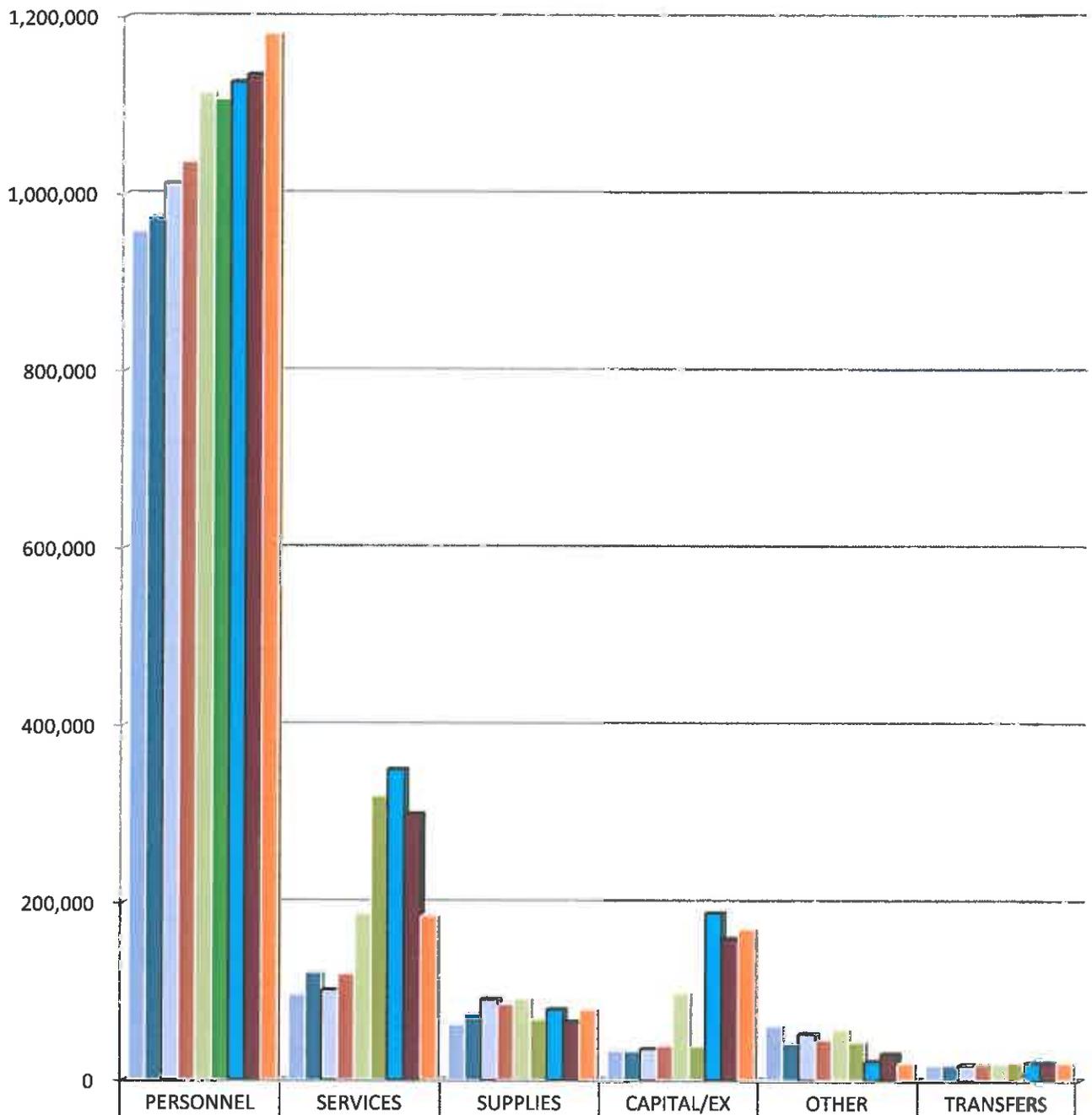
**PUBLIC SAFETY
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
TOTAL PERSONNEL		1,114,110	1,107,089	1,126,035	1,134,350	1,181,120
	% of Total Department	71.01%	69.35%	63.09%	66.39%	71.34%
	% of Total Personal Services	56.49%	55.99%	54.08%	55.99%	54.09%
TOTAL SERVICES		188,014	320,341	350,210	299,970	185,360
	% of Total Department	11.98%	20.07%	19.62%	17.56%	11.20%
	% of Total Supplies	22.17%	33.44%	30.14%	30.06%	18.84%
TOTAL SUPPLIES		92,086	68,364	79,475	65,535	79,215
	% of Total Department	5.87%	4.28%	4.45%	3.84%	4.78%
	% of Total Services	42.46%	38.23%	35.90%	36.43%	36.03%
TOTAL CAPITAL OUTLAY		98,671	38,204	188,400	159,400	170,500
	% of Total Department	6.29%	2.39%	10.56%	9.33%	10.30%
	% of Total Capital Outlay	31.36%	11.26%	18.43%	22.78%	20.59%
TOTAL TRANSFERS		57,474	43,321	21,040	29,765	19,090
	% of Total Department	3.66%	2.71%	1.18%	1.74%	1.15%
	% of Total Transfers	69.52%	37.29%	37.48%	56.36%	36.27%
TOTAL OTHER		18,575	19,135	19,710	19,710	20,300
	% of Total Department	1.18%	1.20%	1.10%	1.15%	1.23%
	% of Total Other	21.53%	20.45%	17.47%	20.63%	17.48%
TOTAL PUBLIC SAFETY DIVISION		1,568,930	1,596,454	1,784,870	1,708,730	1,655,585
	% of General Fund	44.56%	43.58%	38.32%	42.17%	37.76%
	Cost per Capita	\$347.26	\$339.82	\$376.16	\$360.11	\$345.49

PUBLIC SAFETY EXPENDITURES BY TYPE



PUBLIC SAFETY EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EX P	OTHER	TRANSFERS
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 ACTUAL	1,114,110	188,014	92,086	98,671	57,474	18,575
2015 ACTUAL	1,107,089	320,341	68,364	38,204	43,321	19,135
2016 ADOPTED	1,126,035	350,210	79,475	188,400	21,040	19,710
2016 REVISED	1,134,350	299,970	65,535	159,400	29,765	19,710
2017 ADOPTED	1,181,120	185,360	79,215	170,500	19,090	20,300

**PUBLIC SAFETY
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	736,823	727,092	748,435	748,500	779,030
	Part-time & Seasonal Salaries	72,149	74,329	81,000	83,000	92,000
	Overtime Salaries	25,806	31,513	20,000	25,000	20,000
	Fringe Benefits	279,332	274,155	276,600	277,850	290,090
TOTAL PERSONNEL		1,114,110	1,107,089	1,126,035	1,134,350	1,181,120
1101	Community Promotion	0	0	2,000	250	2,000
1102	Printing and Publishing	417	294	800	500	800
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	11,134	9,736	11,000	10,400	11,000
1134	Radio and Pager Charges	2,926	911	3,000	2,100	3,000
1136	Utilities	40,395	34,348	38,560	36,810	38,560
1140	Contracted Labor	2,976	2,940	4,000	4,150	4,000
1141	Legal Services	236	0	0	0	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	10,959	19,947	12,000	14,600	12,200
1150	Insurance and Bonds	23,267	24,610	29,000	26,500	28,000
1152	Tire Purchases and Repairs	2,088	524	2,500	2,000	2,200
1154	Maintenance and Repair	19,748	14,348	23,500	22,500	23,500
1158	Membership and Subscriptions	3,006	3,414	4,000	3,200	3,700
1160	Building Rent	37,138	165,582	163,700	126,610	0
1161	Data Processing/Office Equip R&I	18,213	15,510	19,000	18,200	19,500
1162	Other Charges	8,682	8,599	8,500	9,500	8,700
1186	Taxes and Licenses	2,863	12,828	13,700	13,200	13,700
1188	Travel - Mileage, Parking	75	321	500	200	500
1189	Conferences, Schools, & Training	2,715	5,577	10,950	8,000	10,500
1190	Lodging, Meals and Per Diem	1,176	852	3,500	1,250	3,500
TOTAL SERVICES		188,014	320,341	350,210	299,970	185,360
1306	Auto Operating Fluids	108	60	350	150	300
1320	Uniforms	9,095	12,591	10,500	11,000	12,000
1324	Diesel Fuel	4,177	2,676	4,000	3,000	3,000
1338	Gasoline	32,440	24,487	34,000	24,000	34,000
1340	General Supplies	20,967	14,399	4,975	10,060	6,975
1345	Printed Forms and Supplies	338	270	500	350	500
1358	Office Supplies	1,832	1,663	3,000	1,875	2,540
1360	Safety Program Supplies	5,101	3,845	6,000	5,000	5,750
1382	Small Tools and Equipment	18,028	8,373	16,150	10,100	14,150
TOTAL SUPPLIES		92,086	68,364	79,475	65,535	79,215
1501	Land	0	0	0	0	0
1502	Improvements	0	0	0	0	0
1510	Equipment	98,671	38,204	188,400	159,400	170,500
TOTAL CAPITAL OUTLAY		98,671	38,204	188,400	159,400	170,500
1790	Transfers Out	57,474	43,321	21,040	29,765	19,090
TOTAL TRANSFERS		57,474	43,321	21,040	29,765	19,090
1810	Remit Collections for Other Agen	18,575	19,135	19,710	19,710	20,300
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		18,575	19,135	19,710	19,710	20,300
TOTAL PUBLIC SAFETY		1,568,930	1,596,454	1,784,870	1,708,730	1,655,585

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**PUBLIC SAFETY
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
POLICE						
	Personnel	1,032,922	1,023,903	1,035,455	1,041,770	1,079,040
	Services	91,920	154,653	170,400	147,000	88,200
	Supplies	62,751	45,958	48,850	38,300	50,100
	Capital Outlay	98,671	38,204	150,400	150,400	139,500
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL POLICE		1,286,264	1,262,718	1,405,105	1,377,470	1,356,840
FIRE PROTECTION						
	Personnel	80,111	82,110	89,500	91,500	101,000
	Services	94,494	162,718	175,750	149,460	92,900
	Supplies	29,280	22,406	30,150	27,175	28,640
	Capital Outlay	0	0	0	0	0
	Transfers	57,474	43,321	21,040	29,765	19,090
	Other	18,575	19,135	19,710	19,710	20,300
TOTAL FIRE PROTECTION		279,934	329,690	336,150	317,610	261,930
EMERGENCY MANAGEMENT						
	Personnel	1,077	1,076	1,080	1,080	1,080
	Services	60	60	1,560	810	1,560
	Supplies	0	0	400	0	400
	Capital Outlay	0	0	38,000	9,000	31,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL EMERGENCY MGMT.		1,137	1,136	41,040	10,890	34,040
ANIMAL CONTROL						
	Personnel	0	0	0	0	0
	Services	1,540	2,910	2,500	2,700	2,700
	Supplies	55	0	75	60	75
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL ANIMAL CONTROL		1,595	2,910	2,575	2,760	2,775
TOTAL DIVISION						
	Personnel	1,114,110	1,107,089	1,126,035	1,134,350	1,181,120
	Services	188,014	320,341	350,210	299,970	185,360
	Supplies	92,086	68,364	79,475	65,535	79,215
	Capital Outlay	98,671	38,204	188,400	159,400	170,500
	Transfers	57,474	43,321	21,040	29,765	19,090
	Other	18,575	19,135	19,710	19,710	20,300
TOTAL DIVISION		1,568,930	1,596,454	1,784,870	1,708,730	1,655,585

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. A contracting company does the custodial work included in account 1162 beginning in 2009.

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 rental for the new police station funded through the Economic Development Authority (EDA). Refunding of the debt means the EDA is no longer the funding agency and payment of rent is no longer required beginning in 2017.
- 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. Beginning in 2014 there are 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 beginning in 2014 is due to the new facility.
- 1186 - required license fees for police vehicles and police officers (POST license). Increases beginning in 2015 are for assessments on the land for the new building.
- 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 2015 and 2016 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 2014A and 2015A 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 - 2014A is primarily for the new squad, computer upgrades for the squads, and the copier. 2015 has the items listed is primarily for a new squad and conversion. 2016 is primarily \$35,000 for a new squad and conversion, \$80,000 for radio equipment and work, \$14,000 for new body armor and \$9,000 for new tasers. 2017Adopted has the amounts for equipment as listed in the CIP at the back of this budget document.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	736,823	727,092	748,435	748,500	779,030
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	25,806	31,513	20,000	25,000	20,000
	Fringe Benefits	270,293	265,298	267,020	268,270	280,010
TOTAL PERSONNEL		1,032,922	1,023,903	1,035,455	1,041,770	1,079,040
1101	Community Promotion	--	--	1,000	250	1,000
1102	Printing and Publishing	417	--	300	200	300
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	11,011	9,527	10,000	10,000	10,000
1134	Radio and Pager Charges	275	270	1,000	900	1,000
1136	Utilities	21,445	17,635	20,000	19,000	20,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	421	1,443	500	400	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	2,088	524	2,500	2,000	2,200
1154	Maintenance and Repair	5,373	3,794	8,000	8,750	8,000
1158	Membership and Subscriptions	2,014	2,476	2,500	2,000	2,200
1160	Building Rent	18,569	82,791	81,850	63,300	--
1161	Data Processing/Office Equip R&M	18,213	15,510	18,000	18,000	18,500
1162	Other Charges/Building Maint.	8,567	8,599	8,500	9,500	8,700
1186	Taxes and Licenses	268	6,643	7,500	7,000	7,500
1188	Travel - Mileage, Parking	75	321	300	200	300
1189	Conferences, Schools, & Training	2,680	4,877	7,950	5,000	7,500
1190	Lodging, Meals and Per Diem	504	243	500	500	500
TOTAL SERVICES		91,920	154,653	170,400	147,000	88,200
1306	Auto Operating Fluids	108	60	200	100	200
1320	Uniforms	9,095	10,569	9,000	10,000	10,500
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	28,249	20,663	30,000	20,500	30,000
1340	General Supplies	20,384	10,261	3,000	2,500	3,000
1345	Printed Forms and Supplies	338	270	500	350	500
1358	Office Supplies	631	1,174	2,000	1,750	2,000
1360	Police Supplies	3,377	2,866	4,000	3,000	3,750
1382	Small Tools and Equipment	569	95	150	100	150
TOTAL SUPPLIES		62,751	45,958	48,850	38,300	50,100
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	98,671	38,204	150,400	150,400	139,500
TOTAL CAPITAL OUTLAY		98,671	38,204	150,400	150,400	139,500
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		1,286,264	1,262,718	1,405,105	1,377,470	1,356,840

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. The increase in 2017A is primarily due to the increase from one hour of pay to two hours for training.

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 beginning with 2014A 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 end in 2016 with the sale of the fire station to the school district.
- 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, which will end in 2017 with the refunding of the debt.
- 1161 - possible repairs or upgrades for computer hardware or software.
- 1162 - minor operational expenses.
- 1186 - the large increase in 2014A is for the firefighter certification program. The increase beginning in 2015A is for assessments on the land for the new building.
- 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. The total budget has approximately 3% annual increases based upon a Fire Board recommendation partly due to the desire to increase capital funding.

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	71,149	73,329	80,000	82,000	91,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	8,962	8,781	9,500	9,500	10,000
TOTAL PERSONNEL		80,111	82,110	89,500	91,500	101,000
1101	Community Promotion	--	--	1,000	--	1,000
1102	Printing and Publishing	--	294	500	300	500
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	123	209	1,000	400	1,000
1134	Radio and Pager Charges	2,651	641	2,000	1,200	2,000
1136	Utilities	18,890	16,653	18,500	17,750	18,500
1140	Contracted Labor/Airpack & SCBA	2,976	2,940	4,000	4,150	4,000
1141	Legal Services	236	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	8,998	15,594	9,000	11,500	9,000
1150	Insurance and Bonds	23,267	24,610	29,000	26,500	28,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	14,375	10,554	14,000	13,000	14,000
1158	Membership and Subscriptions	992	938	1,500	1,200	1,500
1160	Building Rent	18,569	82,791	81,850	63,310	--
1161	Data Processing/Office Equip R&M	--	--	1,000	200	1,000
1162	Other Charges-Safety Bldg Study	115	--	--	--	--
1186	Taxes and Licenses	2,595	6,185	6,200	6,200	6,200
1188	Travel - Mileage, Parking	--	--	200	--	200
1189	Conferences, Schools, & Training	35	700	3,000	3,000	3,000
1190	Lodging, Meals and Per Diem	672	609	3,000	750	3,000
TOTAL SERVICES		94,494	162,718	175,750	149,460	92,900
1306	Auto Operating Fluids	--	--	150	50	100
1320	Uniforms - New Recruit Costs	--	2,022	1,500	1,000	1,500
1324	Diesel Fuel	4,177	2,676	4,000	3,000	3,000
1338	Gasoline	4,191	3,824	4,000	3,500	4,000
1340	General Supplies	528	4,138	1,500	7,500	3,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	1,201	489	1,000	125	540
1360	Safety Program Supplies	1,724	979	2,000	2,000	2,000
1382	Small Tools and Equipment	17,459	8,278	16,000	10,000	14,000
TOTAL SUPPLIES		29,280	22,406	30,150	27,175	28,640
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	57,474	43,321	21,040	29,765	19,090
TOTAL TRANSFERS		57,474	43,321	21,040	29,765	19,090
1810	Remit Collections for Other Agencies	18,575	19,135	19,710	19,710	20,300
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		18,575	19,135	19,710	19,710	20,300
TOTAL FIRE PROTECTION		279,934	329,690	336,150	317,610	261,930

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.

SERVICES

1340 - possible supply items or additional parts.

CAPITAL OUTLAY – 2016A has \$23,000 for the damaged siren and \$15,000 for the installation of the generator at the public safety building. 2016R has the balance of the replacement siren after insurance proceeds. 2017Adopted has the amounts specified in the CIP section at the back of this document.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	1,000	1,000	1,000	1,000	1,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	77	76	80	80	80
TOTAL PERSONNEL		1,077	1,076	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	60	60	60	60	60
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	1,500	750	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		60	60	1,560	810	1,560
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	9,000	31,000
TOTAL CAPITAL OUTLAY		0	0	38,000	9,000	31,000
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agency	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL EMERGENCY MGMT.		1,137	1,136	41,040	10,890	34,040

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. There has been an increase beginning in 2015 for costs of feral cats that are being trapped and turned into the clinic by citizens.

SUPPLIES

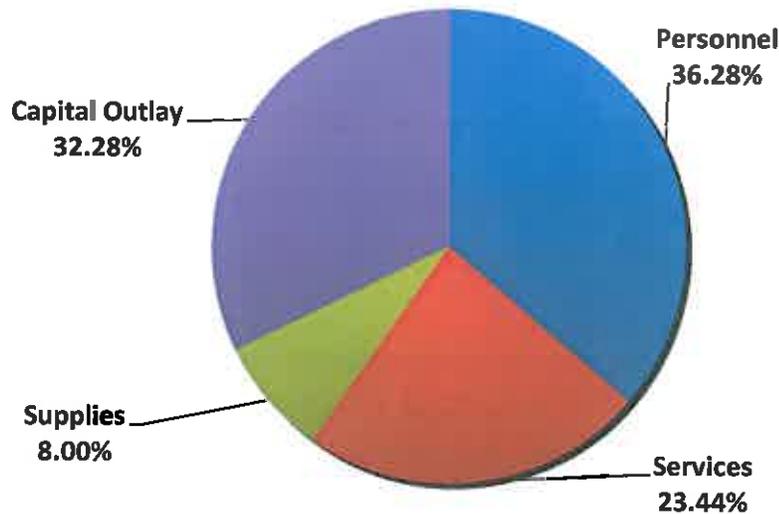
1340 - tags and receipt forms for the licensing requirement established by ordinance and live animal traps.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 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	1,540	2,910	2,500	2,700	2,700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1186	Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		1,540	2,910	2,500	2,700	2,700
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	55	--	75	60	75
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		55	0	75	60	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		1,595	2,910	2,575	2,760	2,775

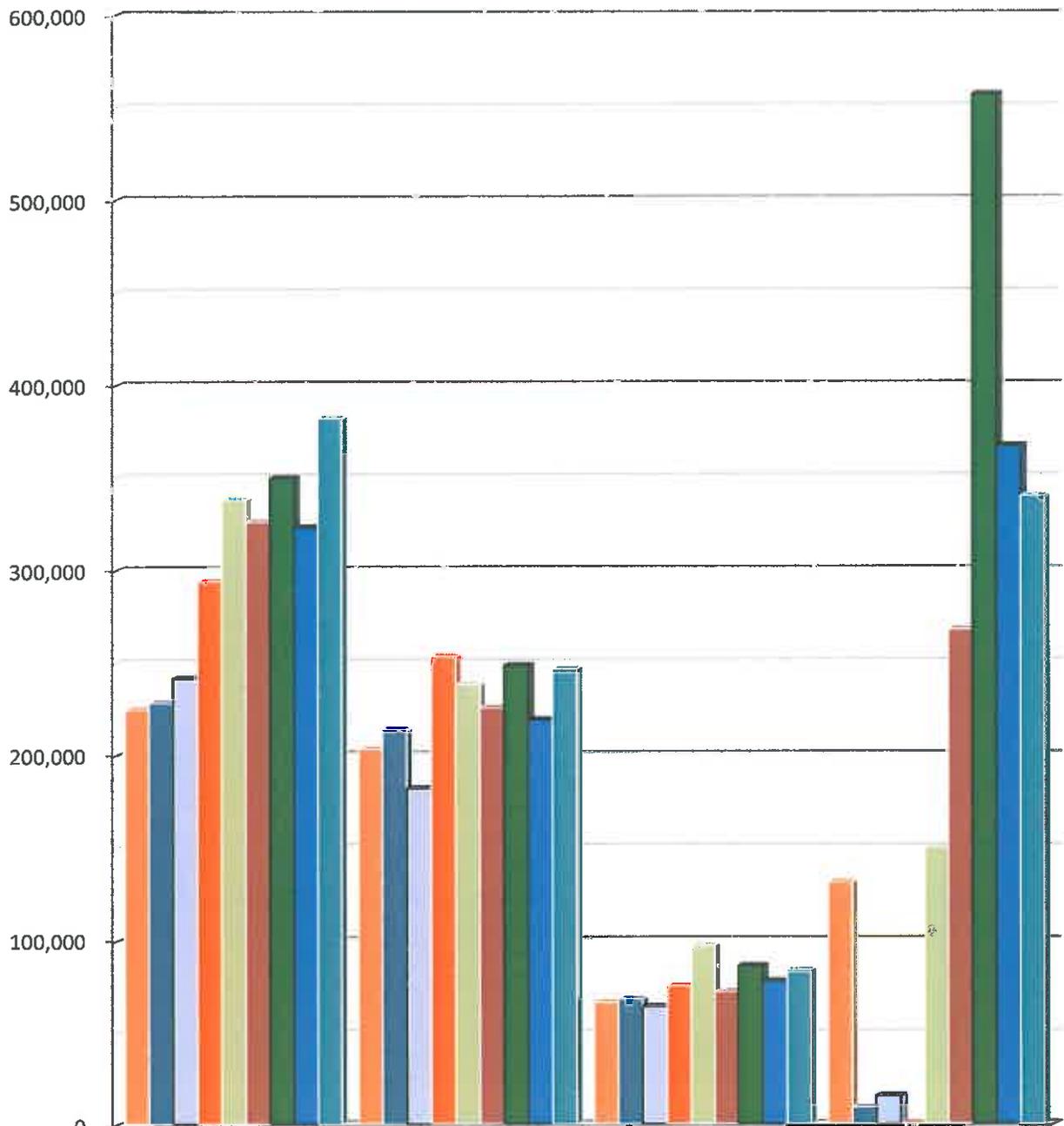
**PUBLIC WORKS
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
TOTAL PERSONNEL		338,120	326,023	349,610	322,965	382,175
	% of Total Department	41.03%	36.52%	28.16%	32.71%	36.28%
	% of Total Personal Services	17.15%	16.49%	16.79%	15.94%	17.50%
TOTAL SERVICES		238,286	225,919	248,475	219,125	246,925
	% of Total Department	28.91%	25.31%	20.01%	22.20%	23.44%
	% of Total Supplies	28.09%	23.58%	21.38%	21.96%	25.10%
TOTAL SUPPLIES		97,568	72,811	86,500	78,175	84,325
	% of Total Department	11.84%	8.16%	6.97%	7.92%	8.00%
	% of Total Services	44.98%	40.71%	39.07%	43.46%	38.35%
TOTAL CAPITAL OUTLAY		150,169	267,902	557,000	367,000	340,000
	% of Total Department	18.22%	30.01%	44.86%	37.17%	32.28%
	% of Total Capital Outlay	47.73%	78.98%	54.48%	52.45%	41.06%
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		824,143	892,655	1,241,585	987,265	1,053,425
	% of General Fund	23.41%	24.37%	26.66%	24.37%	24.03%
	Cost per Capita	\$182.41	\$190.01	\$261.66	\$208.06	\$219.83

PUBLIC WORKS EXPENDITURES BY TYPE



PUBLIC WORKS EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP
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 ACTUAL	338,120	238,286	97,568	150,169
2015 ACTUAL	326,023	225,919	72,811	267,902
2016 ADOPTED	349,610	248,475	86,500	557,000
2016 REVISED	322,965	219,125	78,175	367,000
2017 ADOPTED	382,175	246,925	84,325	

**PUBLIC WORKS
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	236,587	231,887	244,150	210,450	248,450
	Part-time & Seasonal Salaries	4,888	3,099	9,000	21,800	31,140
	Overtime Salaries	4,203	967	4,500	4,915	4,750
	Fringe Benefits	92,442	90,070	91,960	85,800	97,835
TOTAL PERSONNEL		338,120	326,023	349,610	322,965	382,175
1102	Printing and Publishing	53	421	375	300	400
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	2,666	3,190	3,100	2,900	3,000
1134	Radio and Pager Charges	1,643	432	1,200	650	1,200
1136	Utilities	21,826	16,133	24,500	18,500	21,500
1140	Contracted Labor	159,830	149,292	161,500	137,315	161,250
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	0	1,495	500	1,550	1,000
1143	Other Expert and Professional	1,530	746	1,850	1,575	2,500
1150	Insurance and Bonds	0	0	0	0	0
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	50,244	52,166	50,500	51,525	50,940
1158	Membership and Subscriptions	0	0	0	0	0
1160	Books and Reference Material	0	0	0	0	0
1162	Other Charges	0	70	200	50	175
1172	Rents and Leases	0	0	3,700	3,600	3,650
1186	Taxes and Licenses	259	1,759	475	375	450
1188	Travel - Mileage, Parking	0	0	75	0	75
1189	Conferences, Schools, & Training	235	215	450	785	735
1190	Lodging, Meals and Per Diem	0	0	50	0	50
TOTAL SERVICES		238,286	225,919	248,475	219,125	246,925
1306	Auto Operating Fluids	481	1,339	1,200	1,250	1,250
1320	Uniforms	1,203	1,101	1,450	1,250	1,250
1324	Diesel Fuel	31,274	10,265	29,250	20,650	24,750
1338	Gasoline	6,743	6,757	8,200	7,700	7,950
1340	General Supplies	55,437	51,884	43,050	44,725	46,175
1343	Chemical Sterilant and Supplies	389	473	1,000	700	750
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	177	313	200	200	200
1360	Safety Program Supplies	755	256	1,250	850	1,150
1382	Small Tools and Equipment	846	155	500	700	500
1385	Streetscape Maintenance	263	268	400	150	350
TOTAL SUPPLIES		97,568	72,811	86,500	78,175	84,325
1501	Land	0	0	0	0	0
1502	Improvements	0	0	430,000	240,000	190,000
1510	Equipment	150,169	267,902	127,000	127,000	150,000
TOTAL CAPITAL OUTLAY		150,169	267,902	557,000	367,000	340,000
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		824,143	892,655	1,241,585	987,265	1,053,425

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
<u>PUBLIC WORKS ADMINISTRATION</u>						
	Personnel	117,194	113,661	120,350	113,425	123,115
	Services	14,377	13,834	17,475	15,615	16,850
	Supplies	17,017	3,446	4,450	3,800	4,050
	Capital Outlay	0	0	80,000	40,000	40,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL PUBLIC WORKS ADMIN.		148,588	130,941	222,275	172,840	184,015
<u>STORM SEWERS</u>						
	Personnel	4,239	1,432	2,740	2,780	2,750
	Services	269	439	525	300	525
	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 STORM SEWERS		4,508	1,871	3,265	3,080	3,275
<u>STREETS</u>						
	Personnel	209,236	201,208	209,705	188,895	238,760
	Services	200,696	194,802	202,500	178,140	202,600
	Supplies	65,448	56,450	68,850	60,000	65,850
	Capital Outlay	150,169	96,698	477,000	327,000	300,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREETS		625,549	549,158	958,055	754,035	807,210
<u>TRAFFIC SIGNS/SIGNALS</u>						
	Personnel	1,889	3,320	2,740	2,780	2,750
	Services	11,398	7,324	14,200	10,500	12,500
	Supplies	2,501	5,486	3,500	4,500	4,500
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SIGNS/SIGNALS		15,788	16,130	20,440	17,780	19,750
<u>FLIGHT SERVICE MAINTENANCE</u>						
	Personnel	283	60	1,200	1,670	1,650
	Services	8,569	4,332	6,000	8,750	7,000
	Supplies	206	128	400	250	350
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL F.S.S. MAINTENANCE		9,058	4,520	7,600	10,670	9,000

**PUBLIC WORKS
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
COMPOST SITE						
	Personnel	0	1,469	5,675	5,700	5,680
	Services	0	3,500	3,750	3,600	3,700
	Supplies	0	0	250	150	250
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL COMPOST SITE		0	4,969	9,675	9,450	9,630
STREET CLEANING						
	Personnel	4,301	4,481	6,170	6,255	6,185
	Services	1,738	3	1,750	500	1,500
	Supplies	9,761	5,036	6,200	6,700	6,500
	Capital Outlay	0	171,204	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL STREET CLEANING		15,800	180,724	14,120	13,455	14,185
MOSQUITO/WEED CONTROL						
	Personnel	978	392	685	1,110	940
	Services	225	105	425	535	665
	Supplies	2,562	2,265	2,750	2,750	2,750
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL MOSQUITO/WEED CONTROL		3,765	2,762	3,860	4,395	4,355
SHADE TREE						
	Personnel	0	0	345	350	345
	Services	1,014	1,580	1,850	1,185	1,585
	Supplies	73	0	100	25	75
	Capital Outlay	0	0	0	0	0
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SHADE TREE		1,087	1,580	2,295	1,560	2,005
TOTAL DIVISION						
	Personnel	338,120	326,023	349,610	322,965	382,175
	Services	238,286	225,919	248,475	219,125	246,925
	Supplies	97,568	72,811	86,500	78,175	84,325
	Capital Outlay	150,169	267,902	557,000	367,000	340,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL DIVISION		824,143	892,655	1,241,585	987,265	1,053,425

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 Wastewater Treatment Plant (WWTP) has neared completion, the majority of the duties involved with the plant have transferred from the Director to the Wastewater 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 2014A.

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 2016A is for the replacement of the office area. The office replacement was started late in 2016 and a portion is carried over to the 2017A budget.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	84,764	83,245	87,700	81,500	89,500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	32,430	30,416	32,650	31,925	33,615
TOTAL PERSONNEL		117,194	113,661	120,350	113,425	123,115
1102	Printing and Publishing	--	279	225	225	250
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	2,666	3,190	3,100	2,900	3,000
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	9,859	8,820	12,000	9,000	10,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	1,300	500
1143	Other Expert and Professional	92	472	200	750	700
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	1,712	998	1,500	1,250	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges/Environmental	--	--	100	--	100
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	28	15	100	140	100
1188	Travel - Mileage, Parking	--	--	50	--	50
1189	Conferences, Schools, & Training	20	60	200	50	150
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		14,377	13,834	17,475	15,615	16,850
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	401	367	450	450	450
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	2,195	2,351	3,000	2,500	2,750
1340	General Supplies	14,021	159	300	200	200
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	177	313	200	200	200
1360	Safety Program Supplies	223	256	500	450	450
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		17,017	3,446	4,450	3,800	4,050
1501	Land	--	--	--	--	--
1502	Improvements	--	--	80,000	40,000	40,000
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	80,000	40,000	40,000
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		148,588	130,941	222,275	172,840	184,015

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	2,909	1,022	2,000	2,000	2,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,330	410	740	780	750
TOTAL PERSONNEL		4,239	1,432	2,740	2,780	2,750
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	269	439	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		269	439	525	300	525
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 STORM SEWERS		4,508	1,871	3,265	3,080	3,275

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 2014. Fringe benefits for 2 employees are included. The reduction in 2016 was due to one of the full time personnel being out on medical leave for the entire year until his resignation.

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. Beginning in 2014, the budget has been increased to bring the program back to a 5-year cycle. The reduced amounts in 2015A and 2016R was due to a larger than normal amount of granite chips in inventory from prior years, which reduced the cost for material.
- 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.
- 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** - 2016A is \$350,000 for shop expansion. This project was begun in late 2016 and a portion of the anticipated cost is being carried forward to 2017A.
- 1510** - 2014A was for the hot patch trailer and a tractor that was purchased when the prior tractor was rendered in operable. 2015A was for the used bucket truck, for sign reflectivity, to rehab a truck body, for additional 800 MHz radios, for a dump truck and for a pickup truck. 2016A has the \$20,000 for the used bucket truck, \$5,000 for sign reflectivity, \$42,000 for a wood chipper and \$60,000 for a skid steer with attachments. 2017A are amounts from the CIP section of this budget document.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	143,815	141,156	145,000	117,500	147,500
	Part-time & Seasonal Salaries	4,888	2,294	5,000	17,800	27,140
	Overtime Salaries	3,864	760	4,500	4,500	4,500
	Fringe Benefits	56,669	56,998	55,205	49,095	59,620
TOTAL PERSONNEL		209,236	201,208	209,705	188,895	238,760
1102	Printing and Publishing	53	142	150	75	150
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	1,643	432	1,200	650	1,200
1136	Utilities	819	--	--	--	--
1140	Contracted Labor/Sealcoat	159,080	144,292	160,000	136,315	160,000
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	1,495	500	250	500
1143	Other Expert and Professional	643	274	150	325	300
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	38,252	46,353	40,000	40,000	40,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other /Road Opening Repairs	--	70	100	50	75
1172	Rents and Leases	--	--	200	100	150
1186	Taxes and Licenses	206	1,744	200	225	225
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	150	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		200,696	194,802	202,500	178,140	202,600
1306	Auto Operating Fluids	481	1,339	1,200	1,250	1,250
1320	Uniforms	802	734	1,000	800	800
1324	Diesel Fuel	23,811	7,142	25,000	15,000	20,000
1338	Gasoline	4,342	4,278	5,000	5,000	5,000
1340	General Supplies	33,982	42,061	34,000	36,000	36,500
1343	Chemical Sterilant and Supplies	389	473	1,000	700	750
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	532	--	750	400	700
1382	Small Tools and Equipment	846	155	500	700	500
1385	Streetscape Maintenance	263	268	400	150	350
TOTAL SUPPLIES		65,448	56,450	68,350	60,000	65,850
1501	Land	--	--	--	--	--
1502	Improvements	--	--	350,000	200,000	150,000
1510	Equipment	150,169	96,698	127,000	127,000	150,000
TOTAL CAPITAL OUTLAY		150,169	96,698	477,000	327,000	300,000
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		625,549	549,158	958,055	754,035	807,210

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 and parking 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 stoplights and the roundabout streetlights.

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	1,344	2,330	2,000	2,000	2,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	545	990	740	780	750
TOTAL PERSONNEL		1,889	3,320	2,740	2,780	2,750
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities - Signal Light Electric	11,148	7,313	12,500	9,500	11,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	500	250	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	250	11	1,200	750	1,000
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		11,398	7,324	14,200	10,500	12,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,501	5,486	3,500	4,500	4,500
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		2,501	5,486	3,500	4,500	4,500
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		15,788	16,130	20,440	17,780	19,750

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. The lease is still waiting to be finalized at the end of 2016. 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 amount in 2014A 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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	129	60	1,200	1,200	1,200
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	63	--	--	--	--
	Fringe Benefits	91	--	--	470	450
TOTAL PERSONNEL		283	60	1,200	1,670	1,650
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	795	--	1,000	250	1,000
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	7,774	4,332	5,000	8,500	6,000
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		8,569	4,332	6,000	8,750	7,000
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	206	128	200	200	200
1340	General Supplies	--	--	200	50	150
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1385	Streetscape Maintenance	--	--	--	--	--
TOTAL SUPPLIES		206	128	400	250	350
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		9,058	4,520	7,600	10,670	9,000

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. 2015 saw a reversal in the operations at Sylva. Because of difficulties with some of the people that were dumping their compostable items in the area with the facility trucks, their decision was to no longer provide free dumping. In order to again take the material, the City was required to construct a gate and have access controlled by the City. At this time, it is not know exactly what the demand and therefore what the cost to operate will be.

PERSONNEL

The personnel costs have been reinstated according to the note above and estimates beginning in 2015 are included.

SERVICES

1102 - was for advertising the hours of operation.

1172 – rental payment to Sylva to grind up the material that is deposited at the facility.

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

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	530	1,000	1,000	1,000
	Part-time & Seasonal Salaries	--	805	4,000	4,000	4,000
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	134	675	700	680
TOTAL PERSONNEL		0	1,469	5,675	5,700	5,680
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	3,500	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	250	100	200
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	3,500	3,500	3,500
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	3,500	3,750	3,600	3,700
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	250	150	250
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	250	150	250
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	4,969	9,675	9,450	9,630

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	3,213	3,471	4,500	4,500	4,500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	1,088	1,010	1,670	1,755	1,685
TOTAL PERSONNEL		4,301	4,481	6,170	6,255	6,185
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	1,738	3	1,750	500	1,500
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		1,738	3	1,750	500	1,500
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	7,463	3,123	4,000	5,500	4,500
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,298	1,913	2,200	1,200	2,000
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		9,761	5,036	6,200	6,700	6,500
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	171,204	--	--	--
TOTAL CAPITAL OUTLAY		0	171,204	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL STREET CLEANING		15,800	180,724	14,120	13,455	14,185

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	413	73	500	500	500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	276	207	--	415	250
	Fringe Benefits	289	112	185	195	190
TOTAL PERSONNEL		978	392	685	1,110	940
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	--	30	50	25	40
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	--	--	--	--	--
1172	Rents and Leases	--	--	--	--	--
1186	Taxes and Licenses	25	--	150	10	100
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	200	75	200	500	500
1190	Lodging, Meals and Per Diem	--	--	25	--	25
TOTAL SERVICES		225	105	425	535	665
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	2,562	2,265	2,750	2,750	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		2,562	2,265	2,750	2,750	2,750
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL MOSQUITO/WEEDS		3,765	2,762	3,860	4,395	4,355

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

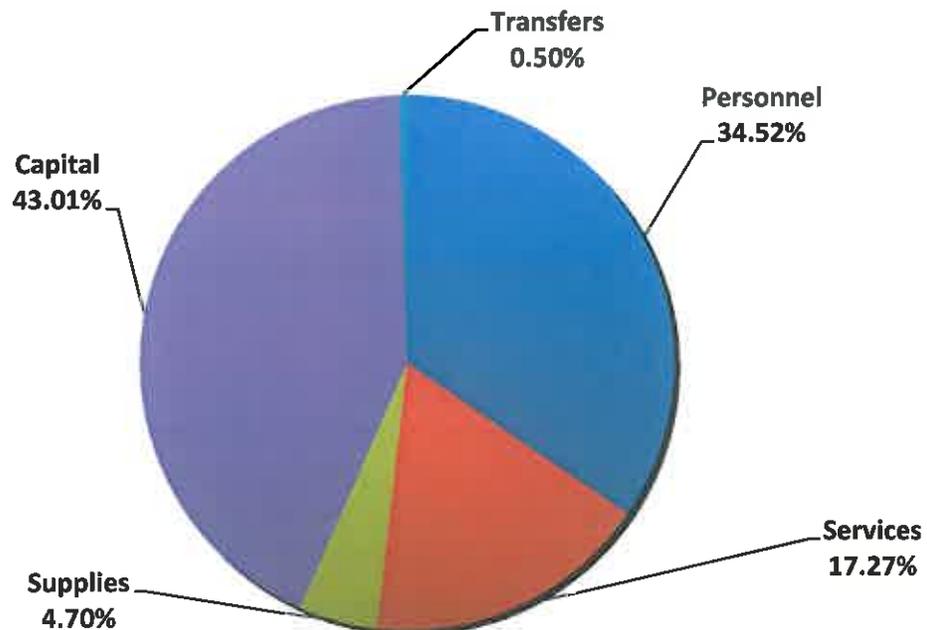
1340 - supplies for the tree trimming equipment. Currently the replacement trees are budgeted in the park department. This could change again if the activity increases due to the Ash tree vulnerability.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	250	250	250
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	95	100	95
TOTAL PERSONNEL		0	0	345	350	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	1,500	1,500	1,000	1,250
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert and Professional	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	249	--	250	100	200
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	15	80	50	85	85
1190	Lodging, Meals and Per Diem	--	--	25	--	25
TOTAL SERVICES		1,014	1,580	1,850	1,185	1,585
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	73	--	100	25	75
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		73	0	100	25	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/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		0	0	0	0	0
TOTAL SHADE TREE		1,087	1,580	2,295	1,560	2,005

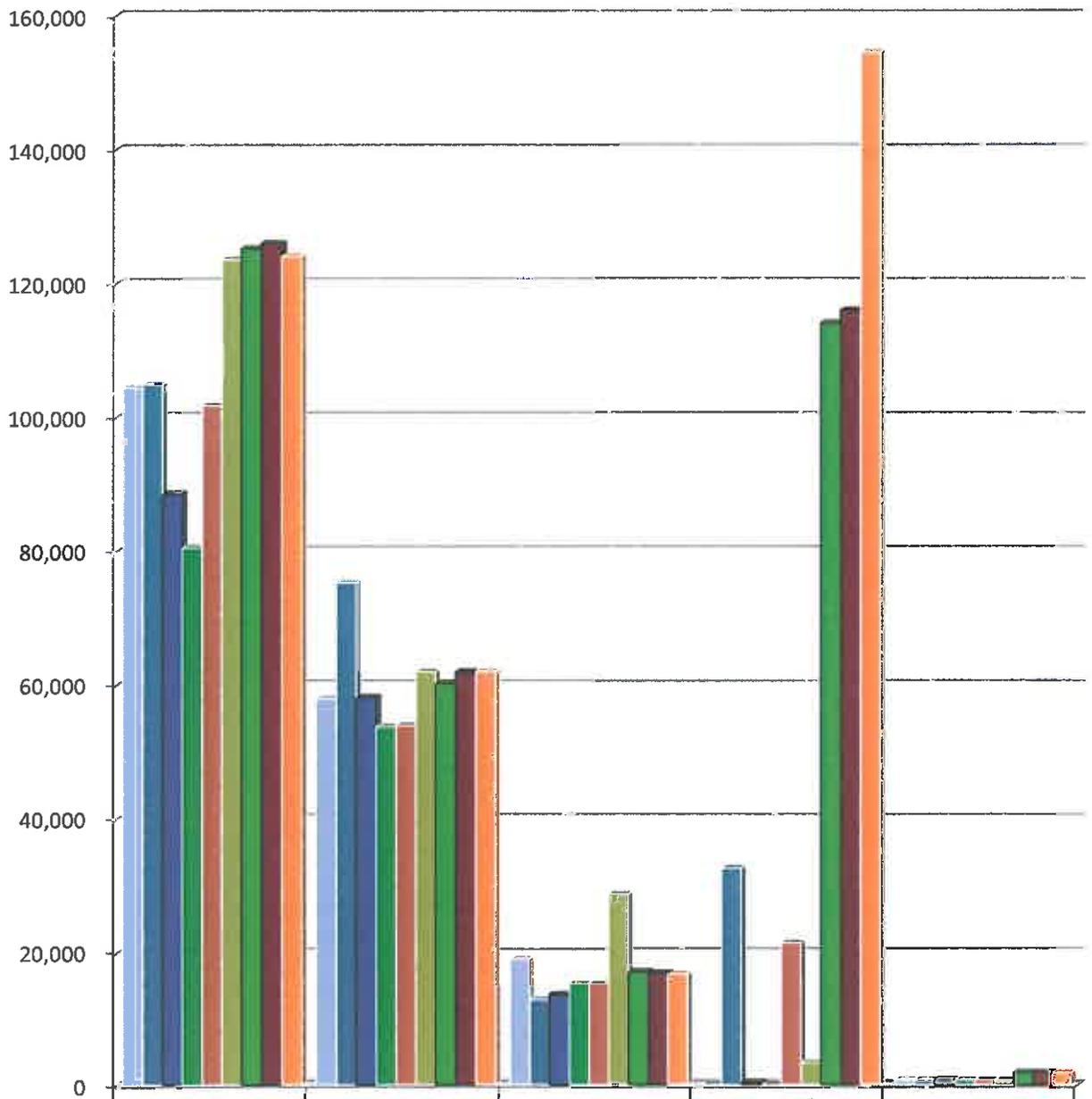
**PARKS AND RECREATION
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
TOTAL PERSONNEL		101,723	123,531	125,125	125,870	124,010
	% of Total Department	52.54%	56.54%	39.31%	39.04%	34.52%
	% of Total Personal Services	5.16%	6.25%	6.01%	6.21%	5.68%
TOTAL SERVICES		53,974	62,011	60,230	61,900	62,040
	% of Total Department	27.88%	28.38%	18.92%	19.20%	17.27%
	% of Total Supplies	6.36%	6.47%	5.18%	6.20%	6.31%
TOTAL SUPPLIES		15,541	28,824	17,175	17,000	16,900
	% of Total Department	8.03%	13.19%	5.40%	5.27%	4.70%
	% of Total Services	7.17%	16.12%	7.76%	9.45%	7.69%
TOTAL CAPITAL OUTLAY		21,555	3,330	114,000	115,880	154,500
	% of Total Department	11.13%	1.52%	35.81%	35.94%	43.01%
	% of Total Capital Outlay	6.85%	0.98%	11.15%	16.56%	18.66%
TOTAL TRANSFERS		800	800	1,800	1,800	1,800
	% of Total Department	0.41%	0.37%	0.57%	0.56%	0.50%
	% of Total Transfers	0.97%	0.69%	3.21%	3.41%	3.42%
TOTAL OTHER		25	0	0	0	0
	% of Total Department	0.01%	0.00%	0.00%	0.00%	0.00%
	% of Total Other	0.03%	0.00%	0.00%	0.00%	0.00%
TOTAL OTHER DIVISION		193,618	218,496	318,330	322,450	359,250
	% of General Fund	5.50%	5.96%	6.84%	7.96%	8.19%
	Cost per Capita	\$42.85	\$46.51	\$67.09	\$67.96	\$74.97

PARK AND RECREATION EXPENDITURES BY TYPE



PARKS AND RECREATION EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	CAPITAL/EXP	TRANSFERS
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 ACTUAL	101,723	53,974	15,541	21,555	800
2015 ACTUAL	123,531	62,011	28,824	3,330	800
2016 ADOPTED	125,125	60,230	17,175	114,000	1,800
2016 REVISED	125,870	61,900	17,000	115,880	1,800
2017 ADOPTED	124,010	62,040	16,900	154,500	1,800

**PARKS AND RECREATION
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	61,340	71,335	73,000	73,000	73,000
	Part-time & Seasonal Salaries	15,923	21,091	23,250	22,000	22,000
	Overtime Salaries	223	421	0	460	0
	Fringe Benefits	24,237	30,684	28,875	30,410	29,010
TOTAL PERSONNEL		101,723	123,531	125,125	125,870	124,010
1101	Community Promotion	0	0	0	0	0
1102	Printing and Publishing	1,120	954	1,050	1,280	1,200
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	552	541	540	540	540
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	26,574	29,645	29,500	32,000	31,500
1140	Contracted Labor	0	0	0	0	0
1141	Legal Services	0	0	0	0	0
1142	Engineering Services	0	0	0	0	0
1143	Other Expert and Professional	3,305	3,348	4,000	3,150	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	18,441	23,812	21,050	21,050	21,050
1158	Membership and Subscriptions	150	0	0	0	0
1160	Books and Reference Material	0	0	0	0	0
1161	Data Processing/Office Equip R&M	0	0	0	0	0
1162	Other Charges	0	100	150	75	150
1186	Taxes and Licenses	2,977	3,291	3,000	3,000	3,000
1188	Travel - Mileage, Parking	0	0	0	0	0
1189	Conferences, Schools, & Training	855	320	940	805	900
1190	Lodging, Meals and Per Diem	0	0	0	0	0
TOTAL SERVICES		53,974	62,011	60,230	61,900	62,040
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	802	734	825	750	800
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	2,184	843	2,100	1,050	1,600
1340	General Supplies	12,399	26,678	13,000	13,000	13,000
1343	Chemical Sterilant & Supplies	0	555	1,250	2,200	1,500
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	0	14	0	0	0
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	156	0	0	0	0
TOTAL SUPPLIES		15,541	28,824	17,175	17,000	16,900
1501	Land	0	0	0	0	0
1502	Improvements	0	0	8,000	8,000	8,000
1510	Equipment	21,555	3,330	106,000	107,880	146,500
TOTAL CAPITAL OUTLAY		21,555	3,330	114,000	115,880	154,500
1790	Transfers Out	800	800	1,800	1,800	1,800
TOTAL TRANSFERS		800	800	1,800	1,800	1,800
1810	Remit Collections/Other Agencies	0	0	0	0	0
1820	Refunds and Reimbursements	25	0	0	0	0
1999	Unallocated Contingency	0	0	0	0	0
TOTAL OTHER		25	0	0	0	0
TOTAL PARKS AND REC		193,618	218,496	318,330	322,450	359,250

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**PARKS AND RECREATION
DIVISION SUMMARY BY DEPARTMENT**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
RECREATION PROGRAMS						
	Personnel	1,141	1,552	2,055	2,085	2,065
	Services	0	0	50	50	50
	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 RECREATION PROGRAMS		1,141	1,552	2,105	2,135	2,115
DEPOT CENTER						
	Personnel	486	0	685	695	690
	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		486	0	685	695	690
SPLASH PARK OPERATIONS						
	Personnel	14,873	15,242	17,670	18,265	17,695
	Services	26,529	25,580	29,380	29,215	29,940
	Supplies	3,860	2,748	5,350	5,250	5,100
	Capital Outlay	0	0	28,000	29,880	18,000
	Transfers	0	0	0	0	0
	Other	0	0	0	0	0
TOTAL SPLASH PARK OPERATE		45,262	43,570	80,400	82,610	70,735
PARK MAINTENANCE						
	Personnel	85,223	106,737	104,715	104,825	103,560
	Services	27,445	36,431	30,800	32,635	32,050
	Supplies	11,681	26,076	11,825	11,750	11,800
	Capital Outlay	21,555	3,330	86,000	86,000	136,500
	Transfers	800	800	1,800	1,800	1,800
	Other	25	0	0	0	0
TOTAL PARK MAINTENANCE		146,729	173,374	235,140	237,010	285,710
TOTAL DIVISION						
	Personnel	101,723	123,531	125,125	125,870	124,010
	Services	53,974	62,011	60,230	61,900	62,040
	Supplies	15,541	28,824	17,175	17,000	16,900
	Capital Outlay	21,555	3,330	114,000	115,880	154,500
	Transfers	800	800	1,800	1,800	1,800
	Other	25	0	0	0	0
TOTAL DIVISION		193,618	218,496	318,330	322,450	359,250

BUDGET NOTES

PERSONNEL

The budgets presented here basically account for the flooding and clearing of the rink by the Civic Center. It is intended that the rink will be unattended.

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	842	1,073	1,500	1,500	1,500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	299	479	555	585	565
TOTAL PERSONNEL		1,141	1,552	2,055	2,085	2,065
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	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	50	50
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Propane	--	--	--	--	--
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 RECREATION PROGRAMS		1,141	1,552	2,105	2,135	2,115

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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	331	--	500	500	500
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	155	--	185	195	190
TOTAL PERSONNEL		486	0	685	695	690
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		486	0	685	695	690

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 2016A and 2016R is for replacement of the splash park controls and an additional \$18,000 is added for new fixtures. 2017 has an amount for new water features.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	5,129	5,571	7,000	7,000	7,000
	Part-time & Seasonal Salaries	6,992	6,592	7,500	7,500	7,500
	Overtime Salaries	--	70	--	460	--
	Fringe Benefits	2,752	3,009	3,170	3,305	3,195
TOTAL PERSONNEL		14,873	15,242	17,670	18,265	17,695
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	1,120	921	950	1,200	1,100
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	552	541	540	540	540
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	13,005	16,584	15,500	18,000	17,000
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert	2,645	3,218	3,250	3,000	3,200
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	6,330	1,473	6,000	3,500	5,000
1158	Membership and Subscriptions	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges - Rental	--	100	100	75	100
1186	Taxes and Licenses	2,337	2,743	2,500	2,500	2,500
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	540	--	540	400	500
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		26,529	25,580	29,380	29,215	29,940
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	75	97	100	50	100
1340	General Supplies	3,629	2,082	4,000	3,000	3,500
1343	Chemical Sterilant & Supplies	--	555	1,250	2,200	1,500
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	14	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	156	--	--	--	--
TOTAL SUPPLIES		3,860	2,748	5,350	5,250	5,100
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	28,000	29,880	18,000
TOTAL CAPITAL OUTLAY		0	0	28,000	29,880	18,000
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		45,262	43,570	80,400	82,610	70,735

BUDGET NOTES

PERSONNEL

Personnel includes the costs for the time actually worked in the parks by Public Works employees. The increase beginning in 2014 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.

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 which has resulted in reductions in 2015R and 2016A.
- 1140** - contracting with a person to water flowers when employees do not have time.
- 1143** - beginning in 2007 this contains funds for payment to Park Board members of \$20 per meeting. This was reduced beginning in 2009 to \$10 to help deal with LGA reductions.
- 1154** - repair and maintenance items for the lawn mowers, other equipment, playground equipment and restrooms.
- 1162** - maintenance equipment rental such as air compressors.
- 1186** - the license on the pickup assigned to this department and for a campground license for Riverside Park

SUPPLIES

- 1338** - gasoline for mowers and pickup trucks.
- 1340** - supplies for equipment, park shelters and restrooms, etc. This includes \$1,100 allocated for a tree-planting program for the parks.

CAPITAL OUTLAY

- 1502** - 2016A has \$8,000 for a vault toilet in Riebe Park. Which is being carried forward to 2017Adopted.
- 1510** - 2014A has a pickup truck. 2015A has the boom sprayer, the pickup, shade structures for the park and the portable air compressor. 2016 has \$58,000 for lawn mowers and \$20,000 for Rainbow Park playground equipment. The specifics for 2017Adopted are provided in the CIP section of this document.

TRANSFERS

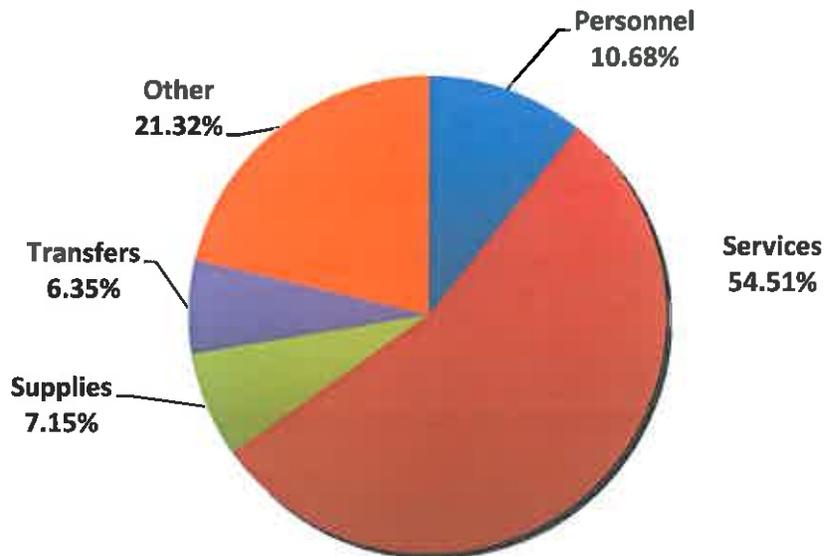
- 1790** -The City has transferred \$800 out of the General Fund into the Solheim Field Fund, the special revenue fund for baseball field maintenance expenses, since 1985. This transfer is in recognition of the fact that Solheim Field is the location of a popular community activity occurring on City 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 2015, 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	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	55,038	64,691	64,000	64,000	64,000
	Part-time & Seasonal Salaries	8,931	14,499	15,750	14,500	14,500
	Overtime Salaries	223	351	--	--	--
	Fringe Benefits	21,031	27,196	24,965	26,325	25,060
TOTAL PERSONNEL		85,223	106,737	104,715	104,825	103,560
1101	Community Promotion	--	--	--	--	--
1102	Printing and Publishing	--	33	100	80	100
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	13,569	13,061	14,000	14,000	14,500
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert/Sealcoating	660	130	750	150	500
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	12,111	22,339	15,000	17,500	16,000
1158	Membership and Subscriptions	150	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1161	Data Processing/Office Equip R&M	--	--	--	--	--
1162	Other Charges - Rental	--	--	50	--	50
1186	Taxes and Licenses	640	548	500	500	500
1188	Travel - Mileage, Parking	--	--	--	--	--
1189	Conferences, Schools, & Training	315	320	400	405	400
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		27,445	36,431	30,800	32,635	32,050
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	802	734	825	750	800
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	2,109	746	2,000	1,000	1,500
1340	General Supplies	8,770	24,596	9,000	10,000	9,500
1343	Chemical Sterilant & Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
TOTAL SUPPLIES		11,681	26,076	11,825	11,750	11,800
1501	Land	--	--	--	--	--
1502	Improvements	--	--	8,000	8,000	8,000
1510	Equipment	21,555	3,330	78,000	78,000	128,500
TOTAL CAPITAL OUTLAY		21,555	3,330	86,000	86,000	136,500
1790	Transfers Out	800	800	1,800	1,800	1,800
TOTAL TRANSFERS		800	800	1,800	1,800	1,800
1810	Remit Collections/Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	25	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		25	0	0	0	0
TOTAL PARK MAINTENANCE		146,729	173,374	235,140	237,010	285,710

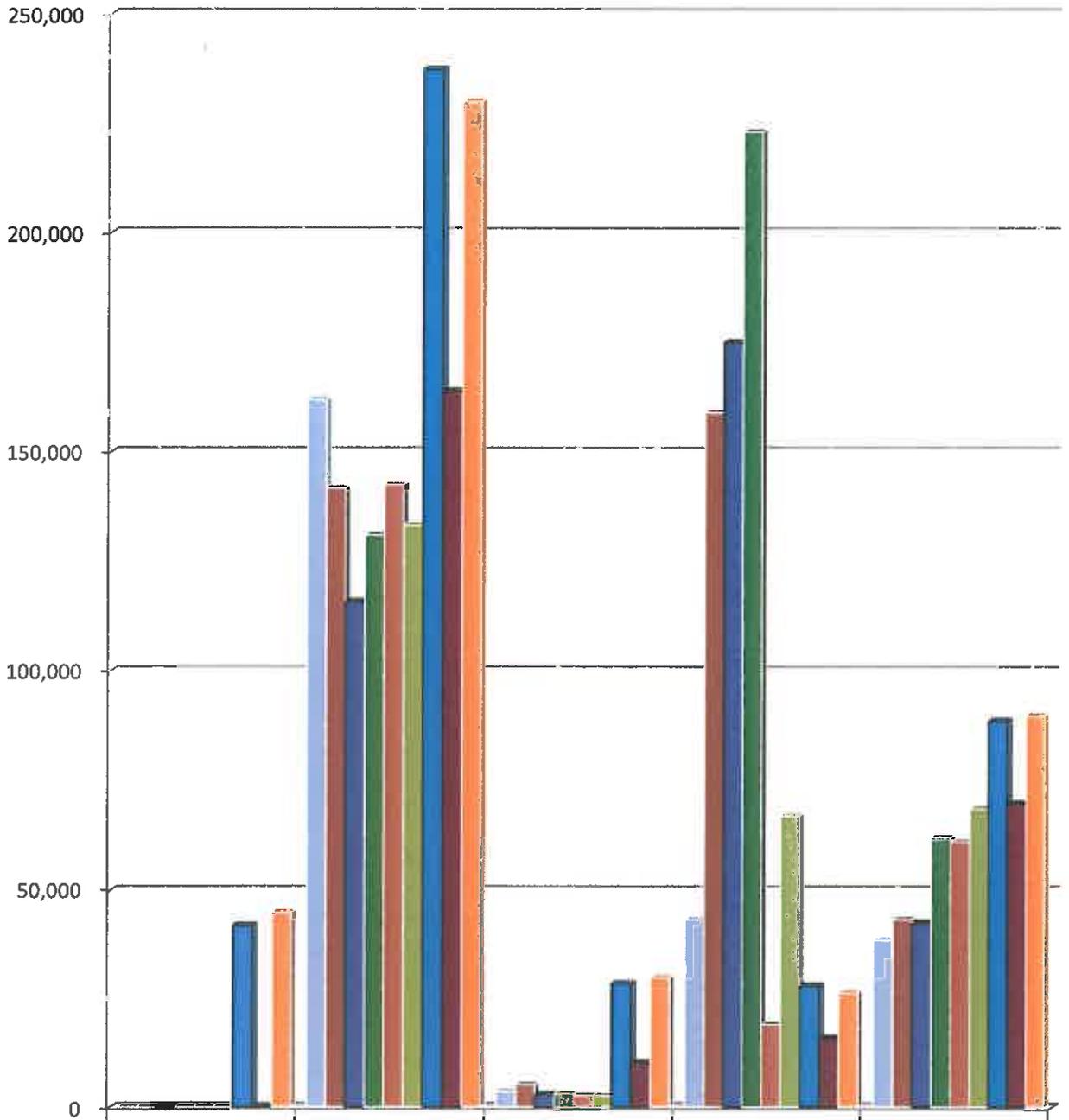
**OTHER
DIVISION SUMMARY AND CHART**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
TOTAL PERSONNEL		0	0	42,000	0	45,000
	% of Total Department	0.00%	0.00%	9.89%	0.00%	10.68%
	% of Total Personal Services	0.00%	0.00%	2.13%	0.00%	2.28%
TOTAL SERVICES		142,565	133,249	237,200	163,820	229,750
	% of Total Department	63.17%	49.07%	55.83%	62.91%	54.50%
	% of Total Supplies	16.81%	15.71%	27.97%	19.31%	27.09%
TOTAL SUPPLIES		2,688	2,660	28,750	10,495	30,150
	% of Total Department	1.19%	0.98%	6.77%	4.03%	7.15%
	% of Total Services	1.24%	1.23%	13.26%	4.84%	13.90%
TOTAL CAPITAL OUTLAY		0	0	0	0	0
	% of Total Department	0.00%	0.00%	0.00%	0.00%	0.00%
	% of Total Capital Outlay	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL TRANSFERS		19,400	67,039	28,295	16,250	26,750
	% of Total Department	8.60%	24.69%	6.66%	6.24%	6.35%
	% of Total Transfers	23.47%	81.09%	34.22%	19.66%	32.36%
TOTAL OTHER		61,047	68,591	88,590	69,830	89,830
	% of Total Department	27.05%	25.26%	20.85%	26.82%	21.31%
	% of Total Other	70.76%	79.50%	102.68%	80.94%	104.12%
TOTAL OTHER DIVISION		225,700	271,539	424,835	260,395	421,480
	% of General Fund	6.41%	7.41%	9.12%	6.43%	9.61%
	Cost per Capita	\$49.96	\$57.80	\$89.53	\$54.88	\$87.95

OTHER EXPENDITURES BY TYPE



OTHER EXPENDITURES BY TYPE



	PERSONNEL	SERVICES	SUPPLIES	TRANSFERS	OTHER
2010 ACTUAL	0	161,971	3,700	43,400	38,812
2011 ACTUAL	0	141,823	5,264	158,950	43,436
2012 ACTUAL	0	115,835	2,935	174,906	42,631
2013 ACTUAL	0	130,995	3,056	223,000	62,123
2014 ACTUAL	0	142,565	2,688	19,400	61,047
2015 ACTUAL	0	133,249	2,660	67,039	68,591
2016 ADOPTED	42,000	237,200	28,750	28,295	88,590
2016 REVISED	0	163,820	10,495	16,250	69,830
2017 ADOPTED	45,000	229,750	30,150	26,750	89,830

**OTHER
DIVISION DETAIL SUMMARY**

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	0	0	32,000	0	35,000
	Part-time & Seasonal Salaries	0	0	0	0	0
	Overtime Salaries	0	0	0	0	0
	Fringe Benefits	0	0	10,000	0	10,000
TOTAL PERSONNEL		0	0	42,000	0	45,000
1102	Printing and Publishing	0	0	0	0	0
1118	Cleaning and Waste Removal	0	0	0	0	0
1120	Telephone and Postage	0	0	0	0	0
1134	Radio and Pager Charges	0	0	0	0	0
1136	Utilities	0	0	0	0	0
1140	Contracted Labor	0	0	5,000	0	5,000
1141	Legal Services	0	0	0	70	0
1142	Engineering Services	0	0	0	3,500	0
1143	Other Expert and Professional	0	1,580	15,000	10,000	17,500
1150	Insurance and Bonds	108,446	106,501	135,000	120,000	135,000
1152	Tire Purchases and Repairs	0	0	0	0	0
1154	Maintenance and Repair	3,469	2,434	4,500	3,000	4,000
1158	Membership and Subscriptions	690	690	700	1,000	1,000
1159	Safety Program Dues & Expenses	9,288	10,155	11,000	10,500	11,250
1160	Books and Reference Material	0	0	0	0	0
1162	Other Charges	4,547	6,732	20,000	0	20,000
1185	Annexation Tax Requirements	15,261	3,800	35,000	15,000	25,000
1186	Taxes and Licenses	864	1,357	1,000	750	1,000
1187	Building Permit Revenue Reserve	0	0	10,000	0	10,000
1190	Lodging, Meals and Per Diem	0	0	0	0	0
TOTAL SERVICES		142,565	133,249	237,200	163,820	229,750
1306	Auto Operating Fluids	0	0	0	0	0
1320	Uniforms	0	0	0	0	0
1324	Diesel Fuel	0	0	0	0	0
1338	Gasoline	1,068	1,038	1,250	1,250	2,500
1340	General Supplies	1,596	1,447	2,500	1,600	2,500
1343	Chemical Sterilant and Supplies	0	0	0	0	0
1345	Printed Forms and Supplies	0	0	0	0	0
1358	Office Supplies	24	175	0	145	150
1360	Safety Program Supplies	0	0	0	0	0
1382	Small Tools and Equipment	0	0	0	0	0
1410	Service and Supplies Inflation	0	0	25,000	7,500	25,000
TOTAL SUPPLIES		2,688	2,660	28,750	10,495	30,150
1501	Land	0	0	0	0	0
1502	Improvements	0	0	0	0	0
1510	Equipment	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	19,400	67,039	28,295	16,250	26,750
TOTAL TRANSFERS		19,400	67,039	28,295	16,250	26,750
1810	Remit Collections for Other Agencies	61,047	68,591	68,590	69,830	69,830
1820	Refunds and Reimbursements	0	0	0	0	0
1999	Unallocated Contingency	0	0	20,000	0	20,000
TOTAL OTHER		61,047	68,591	88,590	69,830	89,830
TOTAL OTHER DIVISION		225,700	271,539	424,835	260,395	421,480

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BUDGET NOTES

PERSONNEL 2016A has the anticipated COLA and the adjustments made for medical insurance costs allocated to the various departments. The amount shown here is for possible lane shifts that would result in wage changes along with the associated increase in fringe benefits. The larger amount in 2016 has amounts for at least partial adjustments that may be required after a review of our personnel manual and pay system that will be done during the year. This personnel manual and pay system review will not be completed in 2016 and is carried forward to the 2017 Adopted budget.

SERVICES

- 1140 - for a labor consultant for assistance with union negotiations and other compensation related work. Also included are amounts for consultant assistance with grievances.
- 1143 - other possible expert assistance related to personnel. The amount in 2016 and 2017 is for a consultant to review our pay system and compare to other similar sized cities.
- 1150 - cost of city property, liability and workers compensation insurance for all general fund departments. Premium costs associated with sewer, liquor and airport are allocated to these funds. To minimize the premiums the City maintains deductibles at a \$10,000 per occurrence, \$20,000 annual total deductible level. A separate fund has been established to reserve for deductible payments. The premium increases are due to increased asset levels and the number and amount of claims.
- 1154 - the maintenance agreement on the City Hall copy machine and other equipment repair expenses.
- 1158 - subscriptions that are shared by departments such as the Federal Labor Standards Act subscription and the CGMC/MAMA labor committee dues.
- 1159 - initiated in 1997 for the City's dues for the MMUA Safety Program and for costs and expenses incurred for safety compliance including the alcohol and drug testing for CDL holders.
- 1160 - reference books for citywide use.
- 1162 - various costs, including legal expenses involved in personnel issues and lawsuits. The large amounts are primarily related to legal costs for personnel issues.
- 1185 - is for tax abatement expenditures as required.
- 1186 - solid waste assessments on City property.
- 1187 - reserve for building permit and other development fees that have to be used for development. Revenue in excess of current development expenses is reserved here for use to offset future costs.

SUPPLIES

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

TRANSFERS

- 1790 - 2014A has \$4,400 to the civic center and \$15,000 airport. 2015A includes transfers of \$4,500 cemetery, \$8,000 civic center and \$10,000 airport and \$44,539 to fund 313 to close out that fund. 2016A has budgets of \$6,000 for the Cemetery, 12,500 for the Civic Center and \$9,795 for the Airport. 2016R contains \$4,250 for the Cemetery, \$7,000 to the civic center and \$5,000 for the Airport operations. 2017A contains \$8,250 for the Cemetery, \$11,500 to the civic center and \$7,000 for the Airport operations

OTHER

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

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries/Add Staff	--	--	32,000	--	35,000
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	10,000	--	10,000
TOTAL PERSONNEL		0	0	42,000	0	45,000
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	5,000	--	5,000
1141	Legal Services	--	--	--	70	--
1142	Engineering Services	--	--	--	3,500	--
1143	Other Expert and Professional	--	1,580	15,000	10,000	17,500
1150	Insurance and Bonds	108,446	106,501	135,000	120,000	135,000
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	3,469	2,434	4,500	3,000	4,000
1158	Membership and Subscriptions	690	690	700	1,000	1,000
1159	Safety Program Dues & Expenses	9,288	10,155	11,000	10,500	11,250
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges	4,547	6,732	20,000	--	20,000
1185	Annexation/Abatement Requires	15,261	3,800	35,000	15,000	25,000
1186	Taxes and Licenses	864	1,357	1,000	750	1,000
1187	Building Permit Revenue Reserve	--	--	10,000	--	10,000
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		142,565	133,249	237,200	163,820	229,750
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline/Senior Citizen Van	1,068	1,038	1,250	1,250	2,500
1340	General Supplies	1,596	1,447	2,500	1,600	2,500
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	24	175	--	145	150
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1410	Service and Supplies Inflation	--	--	25,000	7,500	25,000
TOTAL SUPPLIES		2,688	2,660	28,750	10,495	30,150
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	19,400	67,039	28,295	16,250	26,750
TOTAL TRANSFERS		19,400	67,039	28,295	16,250	26,750
1810	Remit Collections for Other Agencies	--	--	--	--	--
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	20,000	--	20,000
TOTAL OTHER		0	0	20,000	0	20,000
TOTAL UNALLOCATED		164,653	202,948	356,245	190,565	351,650

Division:	<u>OTHER</u>	
Dept. Name & No.	<u>FIRE RELIEF</u>	<u>101-4951</u>

BUDGET NOTES

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

1810 represents the payment to the Princeton Fire Department of the amount of aid received from the state. This aid represents the 2% tax on fire insurance policies written for property in the Fire Department's service area. Although the aid had been relatively consistent over the past several years, 2008 showed a significant decrease of about 21%. This resulted primarily from a correction statewide in the calculation of the 2% of fire insurance premiums that is used to determine the aid and a decrease in area served. There was another slight decrease in 2009 which in part was linked to changes in market value for insurance purposes and perhaps even less insured properties if foreclosed. 2014A and 2015A has the amounts that were received. The 2016A is budgeted at the same amount as 2015A. 2016R shows the amount that was received in 2016 and 2017Adopted is budgeted at the same amount received in 2016.

CODE NO.	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 ADOPTED	2016 REVISED	2017 ADOPTED
	Full-time Salaries	--	--	--	--	--
	Part-time & Seasonal Salaries	--	--	--	--	--
	Overtime Salaries	--	--	--	--	--
	Fringe Benefits	--	--	--	--	--
TOTAL PERSONNEL		0	0	0	0	0
1102	Printing and Publishing	--	--	--	--	--
1118	Cleaning and Waste Removal	--	--	--	--	--
1120	Telephone and Postage	--	--	--	--	--
1134	Radio and Pager Charges	--	--	--	--	--
1136	Utilities	--	--	--	--	--
1140	Contracted Labor	--	--	--	--	--
1141	Legal Services	--	--	--	--	--
1142	Engineering Services	--	--	--	--	--
1143	Other Expert/Stop Light Maintenance	--	--	--	--	--
1150	Insurance and Bonds	--	--	--	--	--
1152	Tire Purchases and Repairs	--	--	--	--	--
1154	Maintenance and Repair	--	--	--	--	--
1158	Membership and Subscriptions	--	--	--	--	--
1159	Safety Program Dues & Expenses	--	--	--	--	--
1160	Books and Reference Material	--	--	--	--	--
1162	Other Charges/Road Opening Repair	--	--	--	--	--
1185	Annexation Tax Requirements	--	--	--	--	--
1186	Taxes and Licenses	--	--	--	--	--
1187	Building Permit Revenue Reserve	--	--	--	--	--
1190	Lodging, Meals and Per Diem	--	--	--	--	--
TOTAL SERVICES		0	0	0	0	0
1306	Auto Operating Fluids	--	--	--	--	--
1320	Uniforms	--	--	--	--	--
1324	Diesel Fuel	--	--	--	--	--
1338	Gasoline	--	--	--	--	--
1340	General Supplies	--	--	--	--	--
1343	Chemical Sterilant and Supplies	--	--	--	--	--
1345	Printed Forms and Supplies	--	--	--	--	--
1358	Office Supplies	--	--	--	--	--
1360	Safety Program Supplies	--	--	--	--	--
1382	Small Tools and Equipment	--	--	--	--	--
1410	Service and Supplies Inflation	--	--	--	--	--
TOTAL SUPPLIES		0	0	0	0	0
1501	Land	--	--	--	--	--
1502	Improvements	--	--	--	--	--
1510	Equipment	--	--	--	--	--
TOTAL CAPITAL OUTLAY		0	0	0	0	0
1790	Transfers Out	--	--	--	--	--
TOTAL TRANSFERS		0	0	0	0	0
1810	Remit Collections for Other Agencies	61,047	68,591	68,590	69,830	69,830
1820	Refunds and Reimbursements	--	--	--	--	--
1999	Unallocated Contingency	--	--	--	--	--
TOTAL OTHER		61,047	68,591	68,590	69,830	69,830
TOTAL FIRE RELIEF		61,047	68,591	68,590	69,830	69,830