

City of Crystal

2012 Budget



2012 ANNUAL BUDGET
OF THE
CITY OF CRYSTAL, MINNESOTA

ReNae Bowman
Mayor

David Anderson
Councilmember

Mark Hoffmann
Councilmember

Joseph Selton
Councilmember

John Budziszewski
Councilmember

Janet Moore
Councilmember

Julie Deshler
Councilmember

Anne Norris
City Manager

Charles Hansen
Finance Director

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CITY OF CRYSTAL
2012 ADOPTED BUDGET

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December 22, 2011

City of Crystal 2012 Budget

This is the Adopted 2012 Operating and Capital Budget for the City of Crystal. It was adopted at the regular City Council meeting on Tuesday, December 6, 2011. This was the final step in a process that began on September 6, 2011 with adoption of a proposed 2012 budget and tax levy. The proposed tax levy was forwarded to Hennepin County and used to prepare the individual tax statements that each property owner received in mid November.

The adopted 2012 property tax levy is \$9,274,214, which is a \$195,734 or 2.07% reduction from the 2011 tax levy. The reduction was achieved through a change in the way future purchases of fire trucks will be handled and the elimination of the Market Value Homestead Credit (MVHC) by the State of Minnesota. Past funding for fire trucks has come from an annual budgeted transfer from the General Fund to the Fire Equipment Revolving Fund (FERF). This was eliminated from the 2012 budget and will be replaced by periodic transfers from the General Fund to the FERG when the General Fund achieves a budget surplus at the end of a year. MVHC hurt the budget because the state promised a certain level of aid, which Hennepin County was required to deduct from the City's tax levy when producing property tax bills, but then the State failed to deliver most of the aid that was supposed to make up for the property tax reduction.

Elimination of the MVHC has different results on different property types. Most moderately valued owner occupied homes will see their 2012 property tax bill increase or decrease by less than 2% compared to the 2011 property tax bill. Most commercial, industrial, rental housing and high value homes will see their 2012 property tax bill increase by more than 2% compared to the 2011 property tax bill. Many of these increases will be much more than 2%.

There are three major taxes in Minnesota, the income tax, the sales tax and the property tax. Income taxes are entirely collected by the state and sales taxes are mostly collected by the state. Property taxes are mostly collected by cities, counties and schools. Historically, two thirds of taxes were collected by the state and one third by cities, counties and schools. But the state provides relatively few services directly to the public. Cities, counties and schools provide most services to the public. This imbalance was solved by the state providing various financial aid programs to cities, counties and schools. In the last ten years, the state has first cut income tax rates and then refused to raise any new taxes. The resulting state budget problems have caused cuts in aid to cities, counties and schools. They have responded by

cutting services and raising property taxes. Ironically, of the income, sales and property taxes, it is the property tax that people tend to hate the most.

Crystal's 2012 General Fund budget increases by \$216,377 or 1.8% compared to the adopted 2011 budget. Increases include a community survey costing \$27,000, a general election costing \$37,000; motor fuel costs increasing by \$40,000 and transfers to capital funds increasing by \$74,900 compared to the original adopted 2011 budget.

The city budget is made up of financial units called funds. Over thirty funds make up the City's financial organization, but only four of the funds levy property taxes. Since it is the property tax that most directly affects homeowners, those funds were the focus of many of the budget discussions. These funds are the General Fund, the Economic Development Authority Fund, the Pool Bond Fund, and the County Highway 81 Bond Fund.

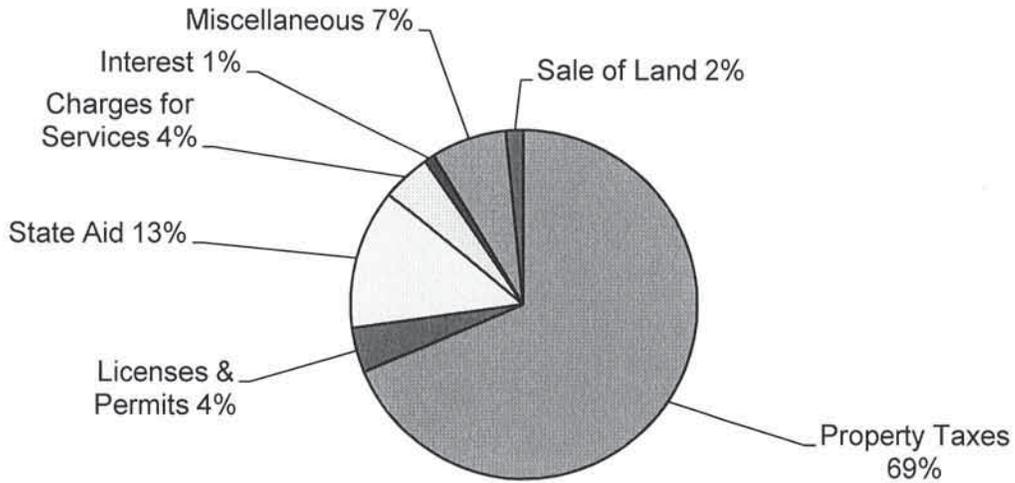
Budget Summary for the Combined General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund

Revenue:	<u>2011</u>	<u>2012</u>	Percent Change
Property Taxes	\$9,469,948	\$9,274,215	-2.07%
Licenses & Permits	642,220	557,380	-13.21%
State Aid	1,338,606	1,755,443	31.14%
Charges for Services	619,960	602,318	-2.85%
Interest Income	116,264	130,404	12.16%
Miscellaneous	866,094	965,050	11.43%
Sale of Land	289,886	226,146	-21.99%
Total Revenue	<u>\$13,342,978</u>	<u>\$13,510,955</u>	<u>1.26%</u>
Expenditures:			
General Government	\$1,955,569	\$1,962,292	0.34%
Police & Fire	5,492,714	5,543,432	0.92%
Community Development	632,731	627,133	-0.88%
Streets & Parks	2,603,553	2,697,452	3.61%
Recreation	1,249,096	1,319,731	5.65%
Debt Service	714,459	714,109	-0.05%
Economic Development Authority	1,150,761	616,449	-46.43%
Total Expenditures	<u>\$13,798,883</u>	<u>\$13,480,598</u>	<u>-2.31%</u>

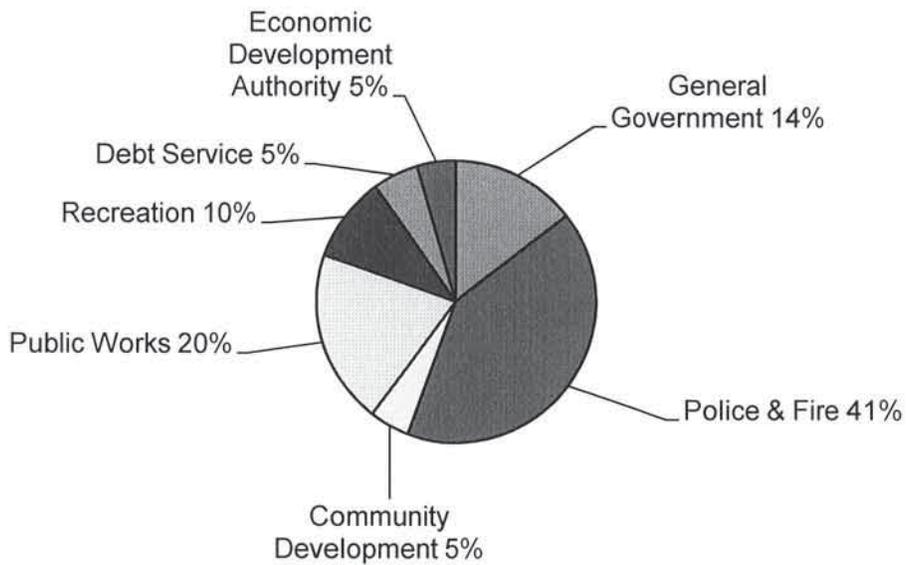
Revenues of the General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund are shown in the pie chart on the following page. They are highly dependent on the property tax which equals 69% of the total. State aid comes in second at 13%. Actual state aid may be less than the amount promised by the State of Minnesota.

Expenditures of the General Fund, EDA Fund, and Pool Bond Fund are shown in the pie chart on the next page. The Police and Fire departments represent the largest operations with 41% of the total budget.

Revenues of the General, EDA, Pool Bond,
and County Highway 81 Bond Funds



Expenditures of the General, EDA, Pool Bond,
and County Highway 81 Bond Funds



Budget Overview

The Combining Statement of 2012 Budgets on page 12 shows the total revenues and expenditures of all funds. It shows a total operating deficit of \$1,487,839. While many funds have surpluses or deficits, the biggest deficits are in utility funds where construction projects add \$1,547,300 on top of operations and the Capital Projects funds where the Phase 12 street reconstruction project draws down some of the fund balance.

General Fund

The General Fund budget includes transfers to capital projects that provide for the future needs of the city for buildings, parks, mobile equipment and roads.

General Fund transfers are as follows:

<u>Transfer to:</u>	<u>Adopted</u> <u>2011</u>	<u>Adopted</u> <u>2012</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u>
Permanent Improvement Revolving	493,250	659,000	165,750	33.60%
Police Equipment Revolving	102,300	114,400	12,100	11.83%
Fire Equipment Revolving	105,000	0	-105,000	-100.00%
Street Maintenance	67,250	69,300	2,050	3.05%
Total Transfers	767,800	842,700	74,900	9.76%

Special Revenue Funds

The City's Tax Increment Financing (TIF) Funds are classified as special revenue funds. For the many years these funds have been committed to paying off debt from past development projects. However, they have reached the point where some of the incoming TIF revenues can be committed to new development projects. This could include redevelopment of the Cavanaugh School site into senior housing. The Bass Lake Road/Becker Park District #2150 expired on December 31, 2009. This means that it will no longer collect tax increments, but it will be able to spend existing resources on projects that were obligated by the end of 2009.

The Economic Development Authority will continue to promote redevelopment of properties throughout the city by means of the rehabilitation grant program and the purchase of blighted houses.

Debt Service Funds

The City of Crystal had eight different bond issues with a total of \$12,626,782 in outstanding bonds as of December 31, 2011. Payments in 2012 will include \$1,544,109 on the principal of the debt and \$388,543 of interest.

Revenue sources for payment of debt service include property taxes and special assessments. Proceeds from the debt have been used to rebuild the pool, special assessments finance the reconstruction of streets and pay the local share of the County Highway 81 project. The City of Crystal's debt has been assigned an Aa2 rating by Moody's Investors Service.

Capital Projects Funds

The Permanent Improvement Revolving (PIR) Fund budget represents the 2012 plan for the majority of the City's capital improvements and vehicle replacements. It is supported by two major sources of revenue – investment income and a transfer from the General Fund.

Major projects in the PIR 2012 budget include paving of an alley, an emergency generator for the Community Center, purchase of two medium trucks, softball fences at Becker Park, rebuilding a hockey rink, and repair projects of a variety of city facilities.

The Police Equipment Revolving Fund provides for the purchase of police vehicles and other technology needs of the Police Department.

The Street Maintenance Fund accounts for the cost of seal coating streets that have been reconstructed under the Crystal Local Street Reconstruction program. Streets that were reconstructed in the Brownwood Neighborhood in 2004 during Phase 6 are scheduled to receive a seal coating during 2012. It also accounts for intensified maintenance of the pavement in Phases 1, 2 and 3. This pavement needs more maintenance because it is deteriorating faster than expected. Costs are estimated to be \$30,000 in 2012 for intensified patching and that will continue annually until the phases undergo mill and overlay. The streets will also need one extra seal coating before they undergo the mill and overlay in the years 2017, 2018 and 2019.

Street reconstruction in the City's 16 phase program continues in 2012 with the construction of Phase 12, which is the Forest North neighborhood. Planning and survey work will be done in 2012 for Phase 13 in the Becker Park neighborhood, scheduled for construction in 2013.

Utility Funds

The utility funds include the Water, Sanitary Sewer, Storm Drainage, Street Light and Recycling funds. Operations of the utility funds in 2012 are designed to maintain the infrastructure and level of service that Crystal residents have been receiving. The staff annually updates a five-year utility rate study reviewing operational and capital needs.

The City of Crystal implemented water conservation rates in 2011. Minnesota Statutes, section 103G.291 requires that public water suppliers serving more than 1,000 residents shall use a conservation rate structure. A conservation rate structure means a rate structure that encourages conservation. Crystal's new rates are based on increasing block rates.

On September 20, 2011, the city council approved the 2012 utility rates. Storm Drainage rates are increasing from \$9.90 to \$10.20 per quarter for residential properties and from \$247.50 to \$255.00 per acre per quarter for commercial properties. The rates for water, sanitary sewer, street light and recycling are not changing for 2012. Water conservation rates may not be producing the expected revenue, but any change to the rates will be postponed to 2013 so that we have at least eighteen months of data on which to base a change.

The City of Crystal receives its water supply through a Joint Water Commission (JWC) with the cities of Golden Valley and New Hope. The JWC purchases water in a contract with the City of Minneapolis.

Utility rates are as follows;

Water	1,000 gallons per unit	Price per unit
Tier #1	0 to 30 units	\$3.94
Tier #2	31 to 60 units	\$4.34
Tier #3	over 60 units	\$4.75

	2011 Quarterly Rate	2012 Quarterly Rate	Percentage Change
Sewer, residential, per quarter	\$46.20	\$46.20	0%
Sewer, commercial, per 100 cubic feet	\$1.53	\$1.53	0%
Storm Drainage, residential, per quarter	\$9.90	\$10.20	0%
Storm Drainage, commercial, per residential equivalency factor	\$49.50	\$49.50	3.03%
Storm Drainage, commercial, per acre	\$247.50	\$255.00	3.03%
Street Lights, residential, per quarter	\$4.20	\$4.20	0%
Street Lights, commercial, per quarter	\$4.20	\$4.20	0%
Street Lights, multi-family, per quarter	\$3.15	\$3.15	0%
Recycling, per quarter	\$10.65	\$10.65	0%

Respectfully submitted,

Charles Hansen

Charles Hansen
Finance Director

City of Crystal

RESOLUTION NO. 2011 - 96

RESOLUTION APPROVING THE 2012 PROPERTY TAX LEVIES

WHEREAS, the City of Crystal Charter and State Law require adoption of an annual property tax levy and certification of that levy to the county auditor, and

WHEREAS, the City Council has met to discuss the property tax levy, has provided notifications and publications, and has held public hearings in conformance with the requirements of the City Charter and State Law, and

WHEREAS, the Housing and Redevelopment Authority levy is limited to .000185 of the taxable market value of all property located within the City of Crystal.

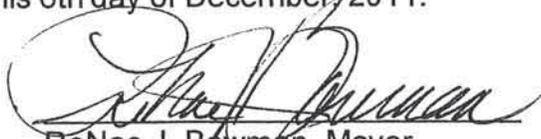
NOW, THEREFORE, BE IT RESOLVED that there is levied upon all taxable property lying within the City of Crystal the following amounts:

General Tax Levy	\$8,258,049
Market Value Based Referendum Levy for	
Pool Bonds Debt Service	211,600
County Highway 81 Debt Service	534,565
Housing and Redevelopment Authority	<u>270,000</u>
Total Levy	\$9,274,214

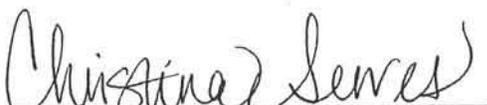
BE IT FURTHER RESOLVED that the City Clerk shall certify to the Hennepin County Auditor a copy of this resolution approving the tax levies listed above for the City of Crystal.

BE IT FURTHER RESOLVED that the full amount of the property tax levy for the Market Value Based Referendum Levy for Pool Bonds Debt Service as established when the bonds were sold is not needed due to the available balance in the debt service fund.

Adopted by the Crystal City Council this 6th day of December, 2011.


ReNae J. Bowman, Mayor

ATTEST:


Christina Serres, City Clerk

**City of Crystal
RESOLUTION NO. 2011 - 97**

RESOLUTION APPROVING THE 2012 GENERAL FUND BUDGET

WHEREAS, Section 7.05 of the City of Crystal Charter requires adoption of an annual budget, and

WHEREAS, the City Council has met to discuss the budget, has provided notifications and publications, and has held public hearings in conformance with the requirements of the City Charter and State Law, and

WHEREAS, the attached budget shows in detail the estimated revenues of the General Fund and the appropriation to each department in the General Fund.

NOW, THEREFORE, BE IT RESOLVED that appropriations in the 2012 General Fund Budget are as follows:

Mayor & Council	\$164,283
Administration	897,705
Human Resources	61,861
Assessing	212,400
Legal	80,000
Elections	43,380
Finance	447,679
Police	4,464,197
Fire	964,835
Planning	203,863
Building Inspection	223,992
Housing Inspection	171,255
Environmental Health	28,023
Engineering	322,462
Street Maintenance	810,288
Park Maintenance	689,597
Forestry	156,458
City Buildings	170,916
Recreation	618,764
Community Center	344,908
Waterslide / Pool	230,474
Transfer to Police Equip Replacement	114,400
Transfer to Permanent Improvement FD	659,000
Transfer to Street Maintenance Fund	69,300
TOTAL APPROPRIATIONS	\$12,150,040

RESOLUTION 2011 - 97
Continued

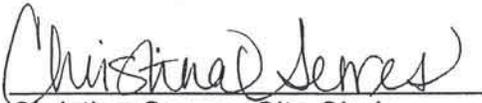
BE IT FURTHER RESOLVED that sources of financing, sufficient to cover appropriations, include current revenues and the use of fund balance as follows:

Current Property Tax Levy	\$8,258,049
Property Tax Penalties & Interest	9,000
Special Assessments	186,000
Licenses & Permits	557,380
Intergovernmental Revenues	1,755,443
Charges for Services	586,118
Fines & Forfeits	248,000
Administrative Fines	120,000
Investment Earnings	88,000
Miscellaneous Revenue	63,215
Interfund Services	278,835
TOTAL REVENUES	\$12,150,040

Adopted by the Crystal City Council this 6th day of December, 2011.


ReNae J. Bowman, Mayor

ATTEST:


Christina Serres, City Clerk

**City of Crystal
RESOLUTION NO. 2011 - 98**

**RESOLUTION APPROVING THE 2012 BUDGETS FOR THE SPECIAL REVENUE,
DEBT SERVICE, CAPITAL PROJECTS, ENTERPRISE, AND INTERNAL SERVICE
FUNDS**

WHEREAS, Section 7.05 of the City of Crystal Charter requires adoption of an annual budget, and

WHEREAS, the City Council has met to discuss the budget, has provided notifications and publications, and has held public hearings in conformance with the requirements of the City Charter and State Law, and

WHEREAS, the attached budget shows in detail the estimated revenues and the appropriation of each fund.

NOW, THEREFORE, BE IT RESOLVED that the 2012 Budgets are as follows:

	<u>REVENUES</u>	<u>APPROPRIATIONS</u>
SPECIAL REVENUE FUNDS		
TIF #2150, Bass Lake Road/Becker Park	\$110,000	\$118,200
TIF #2151, Anthony Shopping Center	112,300	99,595
TIF #2152, Phase 1 Housing	13,000	153,521
TIF #2153, Phase 2 Housing	18,400	89,156
TIF #2154, Suburban Hotel	113,100	18,996
TIF #2155, Heathers Assisted Living	156,840	90,396
Economic Development Authority	610,450	616,674
City Initiative Fund	26,000	26,000
Special Projects/Grants Fund	30,000	48,000
Special Revenue Funds	\$1,190,090	\$1,260,538
DEBT SERVICE FUNDS		
GO Improvement Bonds, 2004A	\$163,201	\$189,915
GO Improvement Bonds, 2005A	119,424	135,700
GO Pool Bonds, 2005B	214,000	205,000
GO Improvement Bonds, 2006A	197,453	179,510
GO Improvement Bonds, 2008A	263,040	229,960
GO Improvement Bonds, 2009A	397,154	309,116
GO Street Bonds, 2010B	536,465	509,109
GO Improvement Bonds, 2011A	225,883	36,093
Total Debt Service Funds	\$2,116,620	\$1,794,403

RESOLUTION 2011 - 98
Continued

	REVENUES	APPROPRIATIONS
CAPITAL PROJECTS FUNDS		
Permanent Improvement Revolving Fund	\$991,600	\$991,600
Major Building Replacement Fund	140,000	
Police Equipment Revolving Fund	165,980	165,902
Fire Equipment Revolving Fund	4,800	
Street Maintenance Fund	131,774	201,493
Street Reconstruction Fund	3,979,036	4,597,190
Total Capital Projects Funds	\$5,413,190	\$5,956,185
ENTERPRISE FUNDS		
Water Utility Fund	\$2,968,734	\$3,320,035
Sewer Utility Fund	1,984,060	2,399,036
Storm Drainage Utility Fund	689,808	1,099,469
Street Light Utility Fund	171,560	178,024
Recycling Fund	339,120	333,524
Total Enterprise Funds	\$6,153,282	\$7,330,088
INTERNAL SERVICE FUNDS		
Self Insurance Fund	\$204,714	\$204,714
Post Employment Health Benefits	3,200	23,007
Total Internal Service Funds	\$207,914	\$227,721

Adopted by the Crystal City Council this 6th day of December, 2011.


ReNae J. Bowman, Mayor

ATTEST:


Christina Serres, City Clerk

City of Crystal
Combining Statement of 2012 Adopted Budgets

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Debt Service Funds</u>	<u>Capital Projects Funds</u>	<u>Total Governmental Funds</u>	<u>Utility Funds</u>	<u>Internal Service Funds</u>	<u>TOTAL</u>
REVENUES								
Property Taxes	8,258,049	658,900	746,165		9,663,114			9,663,114
Delinquent Tax & Penalty	9,000				9,000			9,000
Special Assessments	186,000		1,321,855	1,285,238	2,793,093	60,000		2,853,093
Licenses & Permits	557,380				557,380			557,380
Intergovernmental	1,755,443	15,000		5,000	1,775,443	0		1,775,443
Charges for Services	586,118	31,200			617,318	5,830,500	164,914	6,612,732
Fines & Forfeits	248,000				248,000			248,000
Administrative Fines	120,000				120,000			120,000
Interest	88,000	62,844	48,600	392,506	591,950	147,640	16,000	755,590
Miscellaneous	63,215	80,000		38,525	181,740	115,142	27,000	323,882
Interfund Services	278,835				278,835			278,835
Sale of Property		336,146		10,000	346,146			346,146
Sale of Bonds				2,772,021	2,772,021			2,772,021
Total Revenues	12,150,040	1,184,090	2,116,620	4,503,290	19,954,040	6,153,282	207,914	26,315,236
EXPENDITURES								
General Government	1,907,308	4,000		257,300	2,168,608		26,957	2,195,565
Public Safety	5,429,032	63,000		165,902	5,657,934		70,331	5,728,265
Public Works	2,149,721	0		5,478,983	7,628,704		94,829	7,723,533
Recreation	1,194,146	7,000		54,000	1,255,146		15,602	1,270,748
Community Development	627,133	982,029		0	1,609,162		20,003	1,629,165
Public Utilities						7,262,888		7,262,888
Debt Service		198,509	1,794,403	0	1,992,912			1,992,912
Total Expenditures	11,307,340	1,254,538	1,794,403	5,956,185	20,312,466	7,262,888	227,721	27,803,075
TRANSFERS								
In		6,000		909,900	915,900			915,900
Out	842,700	6,000			848,700	67,200		915,900
SURPLUS (DEFICIT)	0	-70,448	322,217	-542,995	-291,226	-1,176,806	-19,807	-1,487,839
Est. Dec. 2012 Fund Balance	7,293,583	4,244,092	4,389,551	27,129,016	43,056,242	24,722,939	932,806	68,711,987

City of Crystal
 General Fund 2012 Adopted Budget
 Appropriations by Department

General Government	
Mayor & Council	164,283
Administration	897,705
Human Resources	61,861
Assessing	212,400
Legal	80,000
Elections	43,380
Finance	447,679
	<u>1,907,308</u>
Public Safety	
Police	4,464,197
Fire	964,835
	<u>5,429,032</u>
Community Development	
Planning	203,863
Building Inspection	223,992
Housing Inspection	171,255
Environmental Health	28,023
	<u>627,133</u>
Public Works	
Engineering	322,462
Streets	810,288
Park Maintenance	689,597
Forestry	156,458
City Buildings	170,916
	<u>2,149,721</u>
Recreation	
Recreation	618,764
Community Center	344,908
Waterslide / Pool	230,474
	<u>1,194,146</u>
Transfer to Permanent Improvement Revolving Fund	659,000
Transfer to Police Equipment Revolving Fund	114,400
Transfer to Street Maintenance Fund	69,300
	<u>842,700</u>
TOTAL GENERAL FUND BUDGET	<u><u>12,150,040</u></u>

City of Crystal
Special Revenue Funds
Combining Statement of 2012 Adopted Budgets

	TIF 2150 BLR Broadway	TIF 2151 Anthony Shop Ctr	TIF 2152 Phase 1 Housing	TIF 2153 Phase 2 Housing	TIF 2154 Suburban Motel	TIF 2155 Lamp Lighter	Economic Develop Authority	City Initiatives	Special Projects /Grants	TOTAL
REVENUES										
Property Taxes		105,300	11,000	15,600	113,000	144,000	270,000		15,000	658,900
Intergovernmental							16,200		15,000	31,200
Charges for Services		7,000	2,000	2,800	100	12,840	38,104			62,844
Interest							54,000			80,000
Miscellaneous							226,146			336,146
Sale of Property	110,000									
Total Revenues	110,000	112,300	13,000	18,400	113,100	156,840	604,450	26,000	30,000	1,184,090
EXPENDITURES										
General Government								4,000		4,000
Public Safety								15,000	48,000	63,000
Recreation								7,000		7,000
Community Development	118,200	2,071	152,071	88,071	2,471	2,471	616,674			982,029
Debt Service		96,524			15,440	86,545				198,509
Total Expenditures	118,200	98,595	152,071	88,071	17,911	89,016	616,674	26,000	48,000	1,254,538
TRANSFERS										
In							6,000			6,000
Out		1,000	1,450	1,085	1,085	1,380				6,000
SURPLUS (DEFICIT)	-8,200	12,705	-140,521	-70,756	94,104	66,444	-6,224	0	-18,000	-70,448
Est. Dec. 2012 Fund Balance	5,429	290,506	3,331	134,983	-288,902	780,867	3,243,252	69,834	4,792	4,244,092

City of Crystal
Debt Service Funds
Combining Statement of 2012 Adopted Budgets

	2004A	2005A	2005B	2006A	2008A	2009A	2010B	2011A	TOTAL
	Improvmt	Improvmt	Pool	Improvmt	Improvmt	Improvmt	Street	Improvmt	
	Bonds	Bonds	Bonds	Bonds	Bonds	Bonds	Reconst	Bonds	
	Phase 6	Phase 7	Bonds	Phase 8	Phase 9	Phase 10	Bonds	Phase 11	TOTAL
REVENUES									
Property Taxes			211,600				534,565		746,165
Special Assessments	152,901	111,024		188,453	256,240	387,354		225,883	1,321,855
Interest	10,300	8,400	2,400	9,000	6,800	9,800	1,900		48,600
Total Revenues	163,201	119,424	214,000	197,453	263,040	397,154	536,465	225,883	2,116,620
EXPENDITURES									
Contractual Services	700	400		700	600	750		600	3,750
Debt Service	189,215	135,300	205,000	178,810	229,360	308,366	509,109	35,493	1,790,653
Total Expenditures	189,915	135,700	205,000	179,510	229,960	309,116	509,109	36,093	1,794,403
TRANSFERS									
In									0
Out									0
SURPLUS (DEFICIT)	-26,714	-16,276	9,000	17,943	33,080	88,038	27,356	189,790	322,217
Est. Dec. 2012 Fund Balance	773,379	618,005	290,119	769,565	641,628	1,084,066	22,999	189,790	4,389,551

City of Crystal
 Capital Improvement Funds
 Combining Statement of 2012 Adopted Budgets

	Permanent Improvement Revolving	Major Building Replacement	Police Equipment Revolving	Fire Equipment Revolving	Street Maintenance	Street Reconstruct	TOTAL
REVENUES							
Special Assessments	115,800				35,821	1,133,617	1,285,238
Intergovernmental	5,000						5,000
Interest	115,650	140,000	41,580	4,800	26,653	63,823	392,506
Miscellaneous	28,950					9,575	38,525
Sale of Property			10,000				10,000
Sale of Bonds						2,772,021	2,772,021
Total Revenues	265,400	140,000	51,580	4,800	62,474	3,979,036	4,503,290
EXPENDITURES							
General Government	257,300						257,300
Public Safety			165,902				165,902
Public Works	680,300				201,493	4,597,190	5,478,983
Community Center & Pool	54,000						54,000
Total Expenditures	991,600	0	165,902	0	201,493	4,597,190	5,956,185
TRANSFERS							
In	726,200		114,400		69,300		909,900
Out							0
SURPLUS (DEFICIT)	0	140,000	78	4,800	-69,719	-618,154	-542,995
Est. Dec. 2012 Fund Balance	9,041,388	9,688,035	3,146,679	327,657	1,879,320	3,045,937	27,129,016

City of Crystal
Utility Funds
Combining Statement of 2012 Adopted Budgets

	Water Fund	Sewer Fund	Storm Drainage Fund	Street Light Fund	Recycling Fund	TOTAL
REVENUES						
Special Assessments	60,000					60,000
Charges for Services	2,753,592	1,908,060	668,808	161,760	338,280	5,830,500
Interest	46,000	70,000	21,000	9,800	840	147,640
Miscellaneous	109,142	6,000				115,142
Total Revenues	2,968,734	1,984,060	689,808	171,560	339,120	6,153,282
EXPENDITURES						
Wages & benefits	295,066	295,066	164,256			754,388
Professional & Contractual Serv	92,717	26,957	32,478		327,600	479,752
JWC & MCES	1,974,720	1,246,400				3,221,120
Utilities	4,800	21,800	7,410	126,000		160,010
Repair & Maintenance	37,900	19,900	3,050	3,000		63,850
Supplies	48,400	55,250	17,950	2,000		123,600
Communications	7,050	6,250	2,950			16,250
Insurance & Training	15,999	12,577	63,135	3,561	872	96,144
Depreciation	176,063	102,516	228,516	24,924		532,019
Administrative Services Charge	112,320	112,320	30,224	8,539	5,052	268,455
Total Operating Expenditures	2,765,035	1,899,036	549,969	168,024	333,524	5,715,588
TRANSFERS						
Out			67,200			67,200
OPERATING SURPLUS (DEFICIT)	203,699	85,024	72,639	3,536	5,596	370,494
Est. Dec. 2012 Fund Balance	7,666,161	7,300,317	8,370,942	1,237,317	148,202	24,722,939
CAPITAL IMPROVEMENT PLAN	555,000	500,000	482,300	10,000	0	1,547,300

City of Crystal
Internal Service Funds
Combining Statement of 2012 Adopted Budgets

	Self Insurance Fund	Post Employment Fund	<u>TOTAL</u>
REVENUES			
Charges for Services	164,914		164,914
Interest	12,800	3,200	16,000
Miscellaneous	27,000		27,000
Total Revenues	<u>204,714</u>	<u>3,200</u>	<u>207,914</u>
EXPENDITURES			
Wages & benefits		23,007	23,007
Insurance & Miscellaneous	204,714		204,714
Total Expenditures	<u>204,714</u>	<u>23,007</u>	<u>227,721</u>
SURPLUS (DEFICIT)			
	<u>0</u>	<u>-19,807</u>	<u>-19,807</u>
Est. Dec. 2012 Fund Balance	<u>828,991</u>	<u>103,815</u>	<u>932,806</u>

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00100 GENERAL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	7,012,494-	7,300,031-	7,699,235-	8,453,983-	8,258,049-	8,258,049-
4015 PROP TAX - DELINQUENT	123,807-	146,283-	98,081-			
4020 PROP TAX - PENALTIES/ INTEREST	7,862-	17,700-	10,176-	9,000-	9,000-	9,000-
4005 TOTAL PROPERTY TAXES	7,144,163-	7,464,014-	7,807,491-	8,462,983-	8,267,049-	8,267,049-
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	35,590-	33,935-	100,688-	106,000-	150,000-	150,000-
4060 SPECIAL ASSESS - DELINQUENT	3,714-	2,907-	1,955-	3,000-	6,000-	6,000-
4065 SPECIAL ASSESS - PREPAID		1,260-				
4070 SPECIAL ASSESS - PENALTIES	1,069-	516-	818-			
4075 SPECIAL ASSESS - INTEREST	5,662-	7,224-	17,321-	15,000-	30,000-	30,000-
4050 TOTAL SPECIAL ASSESSMENTS	46,035-	45,842-	120,782-	124,000-	186,000-	186,000-
4100 TOTAL LICENSES						
4105 LICENSES - MISCELLANEOUS	11,712-	18,590-	7,807-	15,300-	12,000-	12,000-
4110 LICENSES - AMUSEMENT - MISC	1,230-	1,110-	1,208-	1,200-	1,200-	1,200-
4115 LICENSES - BEER AND TAVERN	5,472-	5,903-	5,603-	5,100-	4,800-	4,800-
4125 LICENSES - B BOARD/ SIGN HANG	1,350-	1,080-	1,600-	1,000-	1,200-	1,200-
4130 LICENSES - BOWLING ALLEY	1,184-	1,480-	1,280-	1,480-	1,280-	1,280-
4135 LICENSES - CIGARETTE	8,396-	8,667-	8,342-	9,000-	8,400-	8,400-
4140 LICENSES - CLUB/ SUNDAY SALES	2,733-	2,450-	2,725-	2,650-	2,500-	2,500-
4145 LICENSES - DOG & KENNEL	8,739-	8,446-	7,734-	9,000-	7,200-	7,200-
4150 LICENSES - FOOD HANDLING	20,754-					
4155 LICENSES - GARBAGE AND REFUSE	4,828-	5,768-	6,649-	5,000-	6,000-	6,000-
4157 LICENSES - GAS PUMP & STATION	1,682-	1,603-	2,133-	1,800-	2,100-	2,100-
4160 LICENSES - HOTEL AND MOTEL	870-					
4165 LICENSES - LIQUOR - OFF SALE	3,725-	3,675-	3,770-	3,290-	3,600-	3,600-
4167 LICENSES - LIQUOR - ON SALE	48,050-	53,221-	52,525-	52,000-	52,000-	52,000-
4175 LICENSES - PLUMBING AND GAS	9,630-	10,665-	10,485-	9,600-	10,000-	10,000-
4179 LICENSES - POOL	3,221-					
4191 LICENSES - TREE TRIMMING	2,805-	2,720-	3,200-	2,800-	3,000-	3,000-
4100 TOTAL LICENSES	136,380-	125,377-	115,059-	119,220-	115,280-	115,280-
4200 TOTAL PERMITS						
4205 PERMITS - MISCELLANEOUS	50-	75-		100-		
4210 PERMITS - BUILDING	315,532-	185,724-	204,108-	240,000-	150,000-	150,000-
4220 PERMITS - DRIVEWAY & CURB CUTS	9,403-	8,250-	6,240-	6,000-	6,000-	6,000-
4225 PERMITS - FIRE - MISCELLANEOUS	9,119-	4,167-	6,520-	6,000-	6,000-	6,000-
4240 PERMITS - MECHANICAL	29,508-	32,305-	36,237-	30,000-	28,000-	28,000-
4250 PERMITS - PLUMBING	19,103-	24,069-	26,542-	22,000-	20,000-	20,000-
4255 PERMITS - SEWER	7,425-	12,055-	7,889-	4,500-	10,000-	10,000-
4260 PERMITS - SIGNS	5,550-	6,459-	9,738-	6,300-	6,500-	6,500-
4265 PERMITS - STREET EXCAVATION	2,817-	4,645-	6,085-	4,500-	5,000-	5,000-
4270 PERMITS - WATER	594-	470-	3,587-	600-	600-	600-
4200 TOTAL PERMITS	399,101-	278,219-	306,944-	320,000-	232,100-	232,100-
4275 TOTAL HOUSING INSPECTIONS						
4276 VACANT BLDG REGISTRATIONS		50,530-	64,075-	25,000-	25,000-	25,000-
4280 HOUSING - POINT OF SALE INSPEC	54,875-	56,075-	62,613-	58,000-	55,000-	55,000-
4285 HOUSING - RENTAL LICENSING	83,900-	106,325-	117,851-	120,000-	130,000-	130,000-
4275 TOTAL HOUSING INSPECTIONS	138,775-	212,930-	244,539-	203,000-	210,000-	210,000-

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
4300 TOTAL FED INTERGOVERNMENTAL						
4317 FEDERAL -DTF EQUITABLE SHARING	30,763-	10,685-	20,458-	15,000-	18,000-	18,000-
4300 TOTAL FED INTERGOVERNMENTAL	30,763-	10,685-	20,458-	15,000-	18,000-	18,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS	1,818-	1,305-				
4349 STATE - BULLETPROOF VESTS			320-			
4357 STATE - MARKET VALUE CREDIT	436,790-	469,532-	117,559-	387,237		
4360 STATE - LOCAL GOVERNMENT AID	1,352,114-	1,566,922-	1,455,066-	1,455,400-	1,455,000-	1,455,000-
4367 STATE - PENSION AID - POLICE	189,677-	183,407-	188,623-	183,000-	195,000-	195,000-
4370 STATE - PERA AID	17,043-	17,043-	17,043-	17,043-	17,043-	17,043-
4382 STATE - POST BOARD REIMBURSE	10,814-	11,496-	10,396-	10,400-	10,400-	10,400-
4385 STATE - STREET AID	60,000-	60,000-	60,000-	60,000-	60,000-	60,000-
4345 TOTAL STATE INTERGOVERNMENTAL	2,068,256-	2,309,705-	1,849,007-	1,338,606-	1,737,443-	1,737,443-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS			6,667-			
4390 TOTAL OTHER INTERGOVERNMENTAL			6,667-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE	581-	760-	397-	600-	450-	450-
4403 ADMIN CHARGES - TAXABLE	12,041-	5,457-	7,518-	6,000-	7,200-	7,200-
4404 ADMIN SERV PROV - HRG	7,640-	7,870-	8,026-	8,270-	8,518-	8,518-
4406 REIMBURSEMENT -CY FROLICS	2,216-	10,000-	10,000-	10,000-	10,000-	10,000-
4410 REIMBURSEMENT -ROBB FORESTER	37,195-	39,518-	42,139-	40,200-	44,500-	44,500-
4418 FEES - PLANNING & ZONING	5,425-	3,600-	7,500-	4,800-	4,800-	4,800-
4420 NONTAXABLE-NOTARY,SURVEYS,ETC	151-	649-	1,218-	600-	600-	600-
4430 TAXABLE-COPIES, MAPS, DOCS,ETC	553-	595-	471-	450-	450-	450-
4436 SAC CHARGES	146-	6,000-	14,700-	1,200-	1,400-	1,400-
4440 SURCHARGES	1,672-	910-	305-	1,000-	600-	600-
4441 CITY-PROVIDED SERVICES	57,960-	25,093-	10,229	16,200-	15,000-	15,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	125,581-	100,453-	82,045-	89,320-	93,518-	93,518-
4450 TOTAL CHARGES FOR SERV. - REC						
4455 REC RECEIPTS - YOUTH	60,863-	72,945-	68,458-	79,550-	79,100-	79,100-
4460 REC RECEIPTS - ADULT	66,620-	56,765-	63,118-	64,450-	64,250-	64,250-
4465 REC RECEIPTS - SENIOR	29,724-	23,230-	27,808-	25,500-	19,900-	19,900-
4470 REC RECEIPTS - SP EVENT/ OTHER	20,742-	20,101-	24,060-	22,000-	22,800-	22,800-
4485 USE OF CITY REC FACILITIES	3,634-	4,054-	4,543-	3,200-	4,200-	4,200-
4490 REC - ACTIVITY ASSIST REVENUE	1,427-	1,366-	1,346-			
4450 TOTAL CHARGES FOR SERV. - REC	183,010-	178,461-	189,332-	194,700-	190,250-	190,250-
4500 TOTAL CHARGES FOR SERV. - CCC						
4510 CCC - FACILITY - LEASES	5,412-					
4513 CCC - FACILITY - ROOM RENTAL	96,690-	81,161-	77,998-	82,500-	82,500-	82,500-
4520 CCC - OPEN GYM ADULT	7,560-	7,239-	6,209-	7,500-	7,500-	7,500-
4523 CCC - OPEN GYM YOUTH		135-	92-	100-	150-	150-
4500 TOTAL CHARGES FOR SERV. - CCC	109,662-	88,535-	84,299-	90,100-	90,150-	90,150-
4550 TOTAL CHARGES FOR SERV. - POOL						
4556 POOL - DAILY ADMISSIONS	60,481-	47,265-	52,778-	54,500-	56,000-	56,000-
4562 POOL - SEASON TICKETS	74,737-	69,949-	66,408-	81,000-	76,000-	76,000-
4565 POOL - SWIMMING LESSONS	20,658-	21,963-	22,415-	20,500-	24,000-	24,000-
4568 POOL - SPECIAL EVENTS	549-	1,275-	2,158-		2,100-	2,100-

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
4569 POOL - GROUP/RENTAL-TAXABLE	102-	1,382-	1,006-	1,500-	1,500-	1,500-
4570 POOL - GROUP/RENTAL-NONTAXABLE	3,850-	890-	4,958-	3,000-	4,500-	4,500-
4571 POOL - CONCESSIONS	35,283-	23,197-	23,148-	3,000-		
4595 POOL - ACTIVITY ASSIST REVENUE	213-	384-	664-			
4550 TOTAL CHARGES FOR SERV. - POOL	195,872-	166,304-	173,535-	163,500-	164,100-	164,100-
4600 TOTAL CH. FOR SERV. -P. SAFETY						
4603 ANIMAL IMPOUND & BOARDING	5,208-	5,365-	6,348-	5,400-	5,700-	5,700-
4604 DANGEROUS ANIMAL REG FEE			300-			
4605 LICENSE INVESTIGATION	2,075-	400-	3,600-	2,000-	3,000-	3,000-
4610 ACCIDENT & POLICE REPORTS	505-	454-	306-	500-	400-	400-
4611 FINGERPRINTING	1,900-	1,850-	1,225-	1,500-	1,600-	1,600-
4612 PAWN SHOP TRANSACTION FEES	26,706-	23,790-	27,280-	24,000-	24,000-	24,000-
4615 PHOTOS, TAPES, CD'S, ETC	500-	803-	982-	900-	900-	900-
4617 REIMBURSEMENT -P SAFETY OTHER	24,547-					
4620 REIMBURSEMENT -SCHOOL RES OFF	5,667-	8,167-	15,031-	16,840-	12,500-	12,500-
4600 TOTAL CH. FOR SERV. -P. SAFETY	67,107-	40,829-	55,072-	51,140-	48,100-	48,100-
4625 TOTAL CH. FOR SERV. - P WORKS						
4700 TOTAL FINES AND FORFEITURES						
4705 FINES - COURT & FORFEITED BAIL	197,157-	248,700-	240,840-	240,000-	240,000-	240,000-
4710 FINES - F ALARM CALLS - POLICE	2,520-	4,120-	5,440-	4,000-	4,000-	4,000-
4715 FINES - LIQUOR LIC VIOLATIONS	4,500-	6,750-	7,500-	5,000-	3,500-	3,500-
4720 FINES - TOBACCO LIC VIOLATIONS	1,000-		575-	500-	500-	500-
4725 FINES - ADMINISTRATIVE FINES	48,745-	112,103-	150,389-	90,000-	120,000-	120,000-
4740 FORFEITURE-CONFISCATED ITEMS	2,152-	20,053-	4,340-			
4700 TOTAL FINES AND FORFEITURES	256,075-	391,726-	409,085-	339,500-	368,000-	368,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	223,184-	157,344-	134,555-	75,000-	88,000-	88,000-
4880 CHANGE IN F.V. OF INVESTMENTS	5,254-	27,652	12,624-			
4800 TOTAL INVESTMENT EARNINGS	228,439-	129,692-	147,179-	75,000-	88,000-	88,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	10,484-	7,652-	4,564-	9,000-	6,000-	6,000-
4904 CASH OVER & SHORT	10	90-	80-			
4906 CASH OVER & SHORT - REC/POOL	18	40				
4907 VENDING MACHINE COMMISSIONS	2,119-	1,755-	1,505-	2,000-	1,500-	1,500-
4908 PYMTS IN LIEU OF TAXES (PILOT)			5,525-		7,715-	7,715-
4915 REIMBURSEMENT -OTHER	220-	20-	4,768-			
4937 PROP LEASES>COMMUNICATION EQ	37,149-	41,825-	49,019-	42,000-	48,000-	48,000-
4950 DONATIONS		400-	8,700-			
4900 TOTAL MISCELLANEOUS	49,945-	51,701-	74,161-	53,000-	63,215-	63,215-
4980 INTERFUND SERVICES PROVIDED						
4986 ADMIN SERV PROV - STREET IMP		5,343-		10,381-	10,380-	10,380-
4990 ADMIN SERV PROV - WATER	109,936-	124,014-	114,495-	118,913-	112,320-	112,320-
4991 ADMIN SERV PROV - SEWER	109,936-	124,014-	114,495-	118,913-	112,320-	112,320-
4992 ADMIN SERV PROV - ST DRAINAGE	32,211-	36,338-	30,809-	31,998-	30,224-	30,224-
4993 ADMIN SERV PROV - ST LIGHTING	8,143-	8,450-	8,704-	9,040-	8,539-	8,539-
4994 ADMIN SERV PROV - RECYCLING		5,000-	5,150-	5,349-	5,052-	5,052-
4980 INTERFUND SERVICES PROVIDED	260,226-	303,159-	273,653-	294,594-	278,835-	278,835-
5000 TOTAL OTHER FINANCING SOURCES						

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
5100 TOTAL TRANSFERS IN						
4001 REVENUES	11,439,390-	11,897,631-	11,959,307-	11,933,663-	12,150,040-	12,150,040-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	5,125,740	5,394,636	5,349,210	5,501,776	5,600,771	5,600,771
6015 OVERTIME-REGULAR EMPLOYEES	176,353	141,811	133,738	154,686	156,296	156,296
6020 COMPENSATION PROGRAM	9,750	1,750				
6022 SUPERVISOR DISCRETION AWARDS	845					
6050 SALARIES/WAGES-TEMP EMPLOYEES	280,722	229,441	248,147	239,768	298,403	298,403
6055 OVERTIME-TEMP EMPLOYEES	375	236	112	500	200	200
6060 DEMO REIMB FROM EDA/TIF FUNDS			28,131-	8,100-	16,000-	16,000-
6003 TOTAL SALARIES AND WAGES	5,593,785	5,767,874	5,703,075	5,888,630	6,039,670	6,039,670
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	275,900	289,227	281,398	301,341	307,763	307,763
6110 PERA - COORDINATED	202,782	219,013	228,991	239,172	245,010	245,010
6115 PERA - POLICE	269,104	307,390	307,062	331,755	338,779	338,779
6120 PERA - DCP	1,920	1,586	1,553	1,983	1,602	1,602
6140 HEALTH INSURANCE	513,157	594,118	692,205	793,119	661,832	661,832
6142 HEALTH SAVINGS ACCOUNTS	3,939	7,526	12,874			
6145 DENTAL INSURANCE	9,679	10,248	10,111	10,086	9,558	9,558
6150 LIFE INSURANCE	4,418	3,861	2,236	2,379	2,379	2,379
6155 RETIRE HLTH SAVINGS PLAN	78,660	80,676	85,326	86,314	88,209	88,209
6170 CLOTHING ALLOWANCE	42,108	33,557	19,625	24,608	30,108	30,108
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6180 EDUCATIONAL ASSISTANCE	16,536	27,890	8,513	10,000	10,000	10,000
6185 WORKERS COMP INSURANCE	105,477	118,706	111,600	126,557	129,721	129,721
6190 UNEMPLOYMENT INSURANCE	578	533	2,926			
6195 COMPENSATED ABSENCES	21,065	10,285	12,838			
6100 TOTAL EMPLOYEE BENEFITS	1,551,324	1,710,616	1,783,259	1,933,314	1,830,961	1,830,961
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	188,542	137,684	72,421	106,188	136,035	136,035
6210 ASSESSOR SERVICES - HENN CO	131,075	127,117	134,783	139,000	143,170	143,170
6215 AUDIT SERVICES	25,500	25,500	26,200	25,900	26,500	26,500
6225 BANK CHARGES / CR CARD FEES	12,970	10,678	11,791	14,180	13,480	13,480
6240 FIRE PROTECTION SERVICES	1,061,312	1,046,551	999,908	991,617	964,578	964,578
6250 LEGAL SERVICES - GENERAL	88,772	85,583	80,146	70,000	80,000	80,000
6255 LEGAL SERVICES - H RESOURCES		512		2,000		
6260 LEGAL SERVICES - PROSECUTION	85,471	104,416	100,862	100,000	105,000	105,000
6270 MEDICAL EXAMS & EVALUATIONS	9,926	4,295	931	5,000	5,000	5,000
6200 TOTAL PROFESSIONAL SERVICES	1,603,570	1,542,336	1,427,042	1,453,885	1,473,763	1,473,763
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	56,244	67,689	109,016	92,800	94,270	94,270
6315 TREE TRIM / REMOVAL SERVICES	85,366	70,212	51,941	89,500	63,000	63,000
6320 LOGIS SERVICES	163,886	175,786	212,562	201,295	234,275	234,275
6325 PRISONER SERVICES	36,193	49,410	58,717	49,500	52,000	52,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	49,523	50,839	36,067	37,947	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	14,996	16,443	19,620	18,700	20,500	20,500
6337 AUTOMATED PAWN SYS -CITY/MPLS	13,353	11,895	12,587	12,000	12,000	12,000
6300 TOTAL CONTRACTUAL SERVICES	419,561	442,274	500,509	501,742	514,545	514,545

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	127,070	110,119	132,729	128,200	145,200	145,200
6410 GAS SERVICE	114,678	77,834	59,603	90,900	63,300	63,300
6415 RUBBISH REMOVAL	17,814	16,243	8,708	15,810	10,700	10,700
6420 CITY UTILITY CHARGES	66,354	74,082	81,906	80,100	85,500	85,500
6400 TOTAL UTILITIES	325,917	278,279	282,947	315,010	304,700	304,700
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	15,231	14,402	23,902	17,900	18,200	18,200
6450 EQUIPMENT R & M SERVICES	41,121	42,356	24,716	36,650	35,150	35,150
6455 VEHICLE R & M SERVICES	27,903	33,062	23,607	30,800	30,800	30,800
6470 SERVICE CONTRACTS	63,502	57,414	59,916	69,520	65,240	65,240
6471 PAINTING - SIGNALS & STRIPING				21,500	21,500	21,500
6440 TOTAL REPAIR & MAINT SERVICES	147,756	147,233	132,142	176,370	170,890	170,890
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	9,215	1,989	1,064	1,000	900	900
6490 RENTALS - OFFICE EQUIPMENT	17,130	18,211	18,553	20,000	13,800	13,800
6495 RENTALS - MACHINERY & EQUIP	5,252	6,318	4,777	6,500	5,200	5,200
6480 TOTAL RENTALS	31,597	26,518	24,393	27,500	19,900	19,900
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	138,136	121,112	121,496	140,550	140,425	140,425
6510 PAPER PRODUCTS	5,931	5,056	8,229	5,000	5,500	5,500
6515 AMMUNITION & GUN RANGE USE	9,478	5,255	10,126	7,000	7,000	7,000
6520 COMMODITIES PURCH FOR RESALE	30,983	25,822	22,277	9,950	9,650	9,650
6525 BLDG REPAIR/MAINT SUPPLIES	7,511	8,166	3,084	8,000	7,400	7,400
6530 LANDSCAPE MAT'LS & SUPPLIES	8,206	8,425	8,618	10,200	10,200	10,200
6535 EQUIP MAINT SUPPLIES	4,825	10,841	12,590	10,050	15,450	15,450
6540 VEHICLE SUPPLIES	31,821	26,965	30,464	35,150	36,200	36,200
6545 MOTOR FUELS	149,783	96,112	135,996	113,250	170,000	170,000
6550 STREET MAINTENANCE MATERIALS	41,437	35,079	34,965	40,000	45,000	45,000
6555 SAFETY SUPPLIES	2,158	3,266	2,980	2,900	2,900	2,900
6560 STREET SIGNS & POSTS	2,786	5,789	3,143	3,000	3,000	3,000
6565 PLAYGROUND MAINT SUPPLIES	8,504	8,914	10,687	12,000	12,000	12,000
6570 BALLFIELD MAINT SUPPLIES	7,352	6,303	4,451	6,000	6,000	6,000
6571 TRAIL MAINTENANCE MATERIALS				8,000	8,000	8,000
6500 TOTAL SUPPLIES	448,912	367,103	409,107	411,050	478,725	478,725
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	59,776	52,808	36,345	49,000	34,250	34,250
6610 PHONE SERVICES	47,498	28,091	29,179	33,830	42,185	42,185
6615 COMMUNICATION CONNECT CHARGES	27,394	46,978	40,177	44,070	48,820	48,820
6620 DELIVERY CHARGES	1,042	558	928	900	985	985
6600 TOTAL COMMUNICATIONS	135,710	128,434	106,629	127,800	126,240	126,240
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	50,599	39,112	28,587	32,400	40,000	40,000
6660 PRINTING - NOTICES/ORDINANCES	5,466	4,443	5,570	5,500	5,400	5,400
6665 PRINTING - GENERAL	12,457	6,134	7,422	9,900	9,790	9,790
6690 ADVERTISING - GENERAL	973	1,320	1,468	2,250	1,850	1,850
6695 ADVERTISING - EMPLOYMENT	8,333	2,732	3,284	6,200	4,200	4,200
6650 TOTAL PRINTING AND ADVERTISING	77,829	53,742	46,331	56,250	61,240	61,240

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6700 TOTAL INSURANCE						
6705 INSURANCE	97,697	111,187	131,726	131,118	136,611	136,611
6700 TOTAL INSURANCE	97,697	111,187	131,726	131,118	136,611	136,611
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	61,739	40,365	38,730	51,545	51,370	51,370
6820 DUES AND SUBSCRIPTIONS	49,022	51,716	38,034	37,274	35,435	35,435
6830 LICENSES AND TAXES	3,553	7,293	5,805	3,960	4,310	4,310
6840 BOOKS AND PUBLICATIONS	1,215	1,292	1,034	2,130	1,910	1,910
6850 AWARDS	13,019	12,131	19,314	12,885	12,960	12,960
6875 BAD DEBT	1,010	5,021	21,232		360	360
6880 SWAT	5,948	6,151	7,832	7,000	7,000	7,000
6881 COMPLIANCE CHECKS	244	159	212	200	250	250
6882 CRIME PREV & COMM POLICING	4,103	3,429	5,214	5,000	5,300	5,300
6883 NEIGHBORHOOD OUTREACH	9,408	1,761	3,428	3,000	3,200	3,200
6800 TOTAL MISCELLANEOUS	149,262	129,317	140,835	122,994	122,095	122,095
7100 TOTAL DEBT SERVICE						
7200 TOTAL OTHER FINANCING USES						
7300 TOTAL CONTINGENCY						
7305 CONTINGENCY RESERVE				20,200	28,000	28,000
7300 TOTAL CONTINGENCY				20,200	28,000	28,000
7400 TOTAL TRANSFERS OUT						
7415 TRANSFER OUT- D SERVICE FUNDS	89,130					
7420 TRANSFER OUT- EDA (REDEVELOP)	53,400					
7427 TRANSFER OUT- PERF FUND	82,718	85,200	94,850	102,300	114,400	114,400
7430 TRANSFER OUT- PIR FUND	585,456	253,020	621,100	493,250	659,000	659,000
7432 TRANSFER OUT- FIRE EQ REV FUND	117,000	98,899	281,900	425,000		
7435 TRANSFER OUT- STR MAINT FUND	61,573	63,420	65,300	67,250	69,300	69,300
7400 TOTAL TRANSFERS OUT	989,277	500,539	1,063,150	1,087,800	842,700	842,700
6001 EXPENDITURES AND EXPENSES	11,572,196	11,205,453	11,751,145	12,253,663	12,150,040	12,150,040
4000 REVENUES AND EXPENDITURES	132,806	692,179-	208,162-	320,000		
00100 GENERAL	132,806	692,179-	208,162-	320,000		

Mayor and Council Department Profile and Budget Summary

The Mayor and Council are the elected legislative and policy making body for Crystal's City government as set forth in the City's Charter. The Crystal City Council is composed of a mayor and six council members who are elected by the eligible voters of the city. The Mayor is the presiding officer of the council. In all other ways, the Mayor and Council members have the same authority and responsibilities.

ReNae Bowman	Mayor
Mark Hoffmann	Ward 1
Joseph Selton	Ward 2
Janet Moore	Ward 3
Julie Deshler	Ward 4
David Anderson	Section I
John Budziszewski	Section II

Functions and Products

- Make policy decisions on behalf of Crystal's 21,151 residents ranging from land use and subdivision applications to program development and awards of contracts
- Establish budget priorities and adopt the annual budget
- Set the annual property tax levy as one of the funding sources for the budget.
- Ensure public participation in decisions through input at meetings, public hearings, neighborhood meetings, advisory commissions and community groups.
- Evaluate the annual performance of the city manager
- Establish goals and objectives for the City
- Orient new Council Members, when appropriate

Funding Sources

The Mayor and Council are supported by general taxes.

2012 Goals and Objectives

1. Provide for salaries and benefits for the mayor and council members, which are set by ordinance through 2012.
2. Conduct the community survey (completed every five years) and create opportunities for additional citizen input regarding city services and the budget
3. Provide funding to professional service: NWHHSC (*joint powers agreement*)
4. Provide training and networking opportunities for elected officials (in-state only).
5. Provide membership to organizations where the benefit to the city is the greatest with the following organizations:
 - League of MN Cities (LMC)
 - Association of Metropolitan Municipalities (AMM)
6. Provide appreciation awards for volunteers and employees.
 - Years of Service awards
 - Holiday party
 - Retirement awards and parties
 - Appreciation awards and an annual dinner for volunteers (active and resigned commissioners/guests; active and resigned police reserves and explorers/guests)

7. Continue to work towards goals:
- Maintain and preserve infrastructure
 - Protect and update Crystal
 - Maintain and improve community's quality of life
 - Maintain an collaborative and accountable organization

Budget Highlights:

Line Item/Description	Amount	Discussion
6205 – Professional Services	\$36,888	Increase by \$27,000. This budget item reflects funding to Northwest Hennepin Human Services Council (<i>Joint Powers Agreement</i>) and the cost of a Community Survey (last one completed in 2007).
6615 – Communication Charges	\$1,750	Increase by \$1,750 <ul style="list-style-type: none"> • New – technology stipend (\$250 per councilmember = total of \$1,750)
6810 – Training	\$4,170	This budget item reflects a limited training budget for the mayor and each council member for in-state training only. (\$570/council member and \$750/mayor.)
6820 – Dues and Subscriptions	\$22,630	Keep memberships with the organizations that provide the greatest benefit for city: <ul style="list-style-type: none"> • Association of Metropolitan Municipalities (\$7,617) • League of Minnesota Cities (\$15,277) Continue to temporarily defer memberships with: <ul style="list-style-type: none"> • NLC • North Metro Mayors • MN Human Rights Commission • Parks & Recreation Commission
6850 - Awards	\$4,285	Decrease by \$875 <ul style="list-style-type: none"> • Years of Service awards for 13 eligible employees (\$360) • Holiday party (\$900) • Retirement awards and parties (\$275) • Annual Appreciation Dinner for city commissions/volunteers(\$2,500) • Annual Appreciation Dinner for police reserves and explorers (\$250) Continue to temporarily defer Employee Appreciation gifts (\$2,500)

Administration Department Profile and Budget Summary

The Administration Department oversees the daily operations and policies of the City Council under the direction of the City Manager. This department includes the functions of City Clerk, Human Resources, Communications and Information Technology. This department works together with and coordinates the activities of all City government departments for effective and efficient operation of the city.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2009 Budget</u>	<u>2010 Budget</u>	<u>2011 Budget</u>	<u>2012 Budget</u>
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Human Resources Representative	.90	.90	.90	.60
IT Manager	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00
Assessing Specialist	.15	.15	.15	.15
Customer Service Representative	1.00	1.00	1.00	1.00
Communications Assistant	.60	.60	.60	.60

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **City Manager:** Directs the administration of the City government as provided for by the City Charter, City ordinances and resolutions, and within the guidelines and policies set by the City Council. The City Manager manages operations of all city departments including financial activities, personnel functions, planning and community development programs, public safety, maintenance, public works, recreation, communications.
- **Assistant City Manager:** Assists the City Manager in the overall administration and operational activities of City affairs. Oversees the functions of: Human Resources, Labor Relations, Information Technology/Computers, General Administration, Office Administration, Communications, Safety. Oversee the management of the clerical functions of City Hall to meet the demands of the Administration, Community Development and Engineering Departments.
- **City Clerk:** Provides maintenance of City records, maintains custody of ordinances and other official documents, and oversees licensing functions and performance evaluations and the drug and alcohol testing program. This position supervises all elections and City voter records, is secretary to the City Council
- **Human Resources Representative:** Performs professional level Human Resources work in the areas of recruitment, selection, training, compensation, performance evaluations and drug and alcohol testing program; responsible to adhere to applicable state and federal laws.

- IT Manager: Coordinates and addresses citywide information technology needs. Provides both user support and network management to all systems. Works with LOGIS and other outside vendors to ensure system and user needs are met. Provides technical support for PC's and Local Area Network (LAN). Assists in budgeting, purchasing, training and planning for Information Technologies.
- Administrative Services Coordinator: Acts as Deputy City Clerk providing backup to the City Clerk/Office Manager in all aspects of council operations, election procedures and requirements, coordination of clerical functions of City Hall, acts as the communications manager and handles advisory board and commission vacancies and operations. publishing the City and employee newsletters, and desktop publishing projects.
- Assessing Specialist: Responsible for front counter and customer service as it relates to assessing (homesteads/market valuations) and special assessments for City offices. Handles a wide variety of support work for Community Development and Administration in conjunction with other City functions.
- Customer Service Representative: In conjunction with another CSR, works at the front counter to provide customer service and receptionist work for City offices. Handles a wide variety of support work for city departments.
- Communications Assistant: Provides administrative support for desktop publishing, Administration, Communications and Community Development. Coordinates updates from all departments and performs data entry and management for the City's Website.

Functions and Products

- Carry out the policies of the City Council under the direction of the City Manager
- Prepare for and administer over 26 City Council meetings and 7 Citizen Input Time meetings, including agenda materials and follow up on actions taken or discussed at meetings. Respond to citizen issues raised at Citizen Input Time, Council meetings and in general.
- Interact with the public in a professional and responsive manner
- Direct the daily administrative operations
- Oversight of the annual budget
- Manage City Communications including, press releases, quarterly City Newsletters, web site, cable system, and social media.
- Coordinate and manage information systems city wide, including computer, and telephone systems. Also, assist in the management of the building security system.
- Administer the City Safety program.
- Manage data practices compliance under state law and city retention schedule.
- Supervise the election process for municipal, state and national elections.
- Staff the Human Rights Commission; including attending 4 meetings, assisting with agenda preparation and administration of 6 meetings.
- Staff the Environmental Quality Commission, including attending 6 of 11 meetings, assisting with agenda preparation and administration of 11 meetings.
- Serve as a Northwest Hennepin Human Services Council board member.
- Serve as a West Metro Fire board member.

Funding Sources

The Department exists to support all City Departments. It generates revenue from various administrative licenses, election fees, and is supported by general taxes.

2012 Goals and Objectives

City Manager

- Work on the advancement of the City Council goals set during the 2011 goal setting sessions.
- Continue to work with the Mayor and City Council members on projects, such as long-range financial planning. Continue work towards a sustainable budget, recognizing the reality of decreased state funding.
- Carry on the work with department heads to set departmental expectations and long-range plans.
- Assist with orientation of new council members.
- Monitor Legislative actions and the effect on city operations.
- Continue to participate in and manage Citizen Input Time.
- Continue to participate in Crystal Business Association.
- Continue to serve as a West Metro Fire Board member and its various sub-committees (pension and budget).

General Administration and Communications

- Provide high-quality customer service to customers on a daily basis.
- Continue communications with the community through the City Newsletter, website, and social media tools.
- Continue to provide administrative assistance and support citywide.
- Continue to translate key documents/forms and informational items into various languages as appropriate.
- Continue the web streaming of council meetings and electronic posting of council packets.
- Monitor storage of official records and explore alternative storage options.

Information Technology

- Purchase new hardware and software according to updated replacement schedule.
- Assist with the electronic posting of council packets.
- Manage telecommunication technology.
- Coordinate the technology needs of departments and facilities.
- Continue to serve as an information technology resource for the organization by troubleshooting and solving technical issues.

Safety

- Coordinate the annual safety training/presentation.
- Conduct safety audits, as needed.
- Administer the Crystal Safety Manual, including the Accident Injury Assessment Committee (A.I.A.C).
- Continue the S.A.F.E. (Stop Accidents for Everyone) Awards program by recognizing employees who have a good safety record.
- Provide appropriate safety training, as needed.

Budget Highlights:

- Supervisor Discretion Awards (6022) will continue to be temporarily discontinued. Supervisor Discretion awards are part of the compensation plan for non-represented employees. Employees must qualify for the awards based on criteria in the compensation plan.
- Service Contracts (6470) will decrease 2012 by \$3,000 for the costs associated with licenses and the cost of service contract renewals.
- Postage (6605) will decrease by \$10,000 due to placing the postage costs associated with the combined city newsletter with the recreation publication being accounted for in the newsletter line item.
- Printing Newsletter (6655) will increase by \$23,300. This line item will cover all costs associated with creating, producing and distributing the combined city newsletter and recreation publication and are no longer in the recreation budget.
- Training and Travel (6810) will increase by \$500 to reflect additional training needs.
- Awards (6850) will increase by \$500 to match actual costs.

Line Item/Description	Amount	Discussion
6205 – Professional Services	\$6,000	This line item covers the cost of website hosting & maintenance through AVENET (GovOffice), network connections, verisign services for e-permits, record destruction services (shred it), and communication consulting.
6320 – LOGIS Services	\$41,129	This line item is the administration department share of the Local Government Information Systems charges, which includes services for: Business License & Code Enforcement, internet, systems development, network wellness, fiber optic network maintenance and network engineering. The increase relates to additional hours of network engineering support.
6470 – Service Contracts	\$22,000	The City is a member of LOGIS (Local Government Information Systems). LOGIS negotiates contracts for various computer software licenses (Websence, pest patrol, Altiris, Cisco, Mirrosoft, Etrust antivirus, Arcserv, Identitsys, etc.). Includes the maintenance of 126+ computers.
6505 – Misc. Operating Supplies	\$25,000	This line item covers the cost of all office supplies for City Hall and public works facilities which includes paper, toner, letterhead, envelopes, etc.
6605 – Postage	\$30,000	This line item is for postage for the postage meter.

6655 – Printing Newsletters	\$40,000	This provides for the costs of designing, editing, printing, WEB production and mail preparation, and postage of the combined city newsletter and recreation publication four times a year. Each edition contains a 12 page city newsletter and a 2 – 44 page recreation publication. In the summer edition the publication contains the water quality information as mandated by state law. Staff is exploring design options to create a uniform look.
6810 – Training and Travel	\$12,000	This provides for training and travel expenses for the administration department (10 staff members) as well as for all city wide training (safety, data practices, writing skills, sexual harassment, supervisory, and safety etc.)
6850 – Awards	\$4,500	This provides for the costs of the S.A.F.E. (Stop Accidents for Everyone) Awards program by recognizing employees who have a good safety record.

Human Resources Department Profile and Budget Summary

The Human Resources Department is part of the Administration Department and addresses all matters relating to personnel, including recruitment, compensation, training and labor negotiations. It maintains the personnel policies and procedures for the City. It also administers the safety program and provides safety education.

Staff: These personnel are supervised or work in this department, although their personnel expenses are charged to the Administration Department in which they also work.

- Assistant City Manager/Human Resources Manager: Oversees the Human Resources and Labor Relations functions including, research and preparation for negotiations, grievances, mediations and arbitrations. This position also serves as the staff liaison to the Employee Review Board.
- City Clerk: Performs high level human resources functions including oversight of all performance evaluations and drug and alcohol testing.
- Human Resources Representative: Performs professional level Human Resources work in the areas of recruitment, selection, training, compensation, performance evaluations, drug and alcohol testing program; responsible to adhere to applicable state and federal laws.

Functions and Products

- Administer the City Compensation Plan.
- Administer the City of Crystal Personnel Rules/Regulations.
- Monitors pay equity compliance with the state law.
- Manage recruitment and selection:

	2008	2009	2010	2011
Recruitments	13	15	11	16
Applications Reviewed	241	380	755	336
Interviews Conducted	65	93	119	96

- 2011: two Maintenance II, two Maintenance III/HEO (Streets and Utilities), one Maintenance I (Streets), one Temporary Streets Maintenance, one Temporary Utilities Maintenance, 4 Temporary Park Maintenance, one Temporary Forestry Assistant, one Temporary Engineering Technician, one Community Service Officer, one Records/Office Manager, one Police Support Services Technician
- Manage the Performance Evaluation process of 100 employees.
- Conduct new hire orientation.
- Administer Drug and Alcohol testing according to Federal Regulations.
- Complete Federal Equal Opportunity Reporting documents.
- Maintain personnel files.
- Administer the City Safety Program.
- Staff the Safety/Risk Management Committee.
- Manage negotiations of three bargaining units.
- Organize city wide training and customized department training, as needed.
- Respond to workplace issues.

- Participate in Labor Management Committees
- Staff the Employee Review Board

Funding Sources

The Department exists to support all City Departments. It does not generate revenue and is supported by general taxes.

2012 Goals and Objectives

- Continue to assist city departments with recruitment and selection, utilizing electronic recruiting software.
- Continue to be a resource for human resource issues and information.
- Conduct negotiations with bargaining units.
- Pay Equity reporting
- Implement the updated job evaluation system
- Assist with retaining qualified employees.
- Begin study of compensation to review compensation levels and ranges for all positions.
- Continue to find appropriate and effective training for Supervisors as well as training needs determined by department heads.
- Continue to ensure a safe workplace in an effort to avoid and reduce work-related injuries through safety training and reporting.

Budget Highlights:

- Compensation Program (6020) will be temporarily discontinued. Exceptional performance awards and supervisor discretion awards are part of the compensation plan for non-represented employees. Employees must qualify for the awards based on criteria in the compensation plan.

Line Item/Description	Amount	Discussion
6180 – Educational Assistance	\$10,000	This is for educational assistance of 60% of the cost of undergraduate tuition, books and fees and 40 – 60% of the cost of graduate school tuition for eligible employees up to \$1,200 or \$2,400 per year depending on employee group.
6205 – Professional Services	\$30,000	This line item is for costs associated with professional services such as labor negotiations, coaching, investigations, pay equity, testing and consulting. This line item also includes the State of Minnesota BCA criminal history check fee (\$15.00 each) for applicants applying for jobs that involve working with children.
6270 – Medical Exams & Evaluations	\$5,000	This line item covers the costs of drug testing (mandated by the Federal Government for CDL license holders), pre-employment testing, and post employment vaccinations.
6320 – LOGIS Services -	\$12,739	This line covers the Human Resources share of the LOGIS services. It also includes the NEOGOV applicant tracking software service.
6695 – Advertising-Employment	\$4,000	This line item is for the cost of advertising employment opportunities.

Assessing Department Profile and Budget Summary

Hennepin County provides assessing services for the City of Crystal on a contract basis.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	2010 Actual	2011 Budget	2012 Proposed
Assessing Specialist	.75	.75	.75

Staff: This employee is supervised or works in this department, although part of the personnel expenses may be charged to another department in which they also work.

Assessing Specialist: Responsible for front counter and customer service as it relates to assessing (homesteads/market valuations) and special assessments. Handles a wide variety of support work for Administration, Community Development, and Finance in conjunction with other City functions.

Functions and Products

- Register property owners for homestead classification
- Maintain property tax records
- Process, track, and report special assessments
- Provide support to Hennepin County Assessors
- Provide assistance to Administration, Community Development, and Finance

	2006	2007	2008	2009	2010	2011
1. Number of new property owners Applying for homestead status	310	275	305	367	245	263
2. Special assessment *payments	780	111	300	513	144	278

**These were prepaid assessments and not certified to Hennepin County.*

Funding Sources

This Department exists to support all City Departments and Hennepin County. It does not generate revenue and is supported by general taxes.

2012 Goals and Objectives

- Provide salary and benefits for an assessing specialist
- Provide funding for professional services provided by Hennepin County (assessing)
- Provide funding for communication connect charges that allow computer access to Hennepin County's Database for assessors and assessing specialist
- Utilize special assessment module to streamline special assessments, citations for delinquent properties, etc.

Budget Highlights:

Line Item/Description	Amount	Discussion
6210 – Contractual Services	\$143,170	Anticipated increase of \$4,170 (3%). Properties are reviewed by Hennepin County assessing staff in five-year cycles for services rendered under contract.
6320 – LOGIS Services	\$11,000	Increase of \$11,000 for the addition of a special assessment module to improve efficiency and accuracy of managing special assessments, delinquent properties, etc.

Legal Department Profile and Budget Summary

The Legal Department provides legal counsel, through a contract with a local law firm, to the City Council, commissions and City staff on municipal questions. Prosecution services are included in the Police Department's budget in Department 18. Specialized matters are handled by firms engaged for special projects.

Staff

- **City Attorney:** Attends Council meetings, provides legal opinions and aids in the development of ordinances, resolutions and policies. The City Attorney's office also assists on Human Resources matters. The City currently contracts with the law firm of Kennedy & Graven.
- **Prosecuting Attorney:** Prosecutes criminal offenses on behalf of the City. The City currently contracts with the law firm of MacMillan, Wallace, Athanases & Patera, PA. Starting in the 2012 budget, the prosecuting attorney fees will be incorporated into the Police Department budget.

Functions and Products

	2006	2007	2008	2009	2010	2011
Attend City Council meetings	26	26	24	24	23	25
Attend Economic Development Authority meetings	14	20	18	20	17	13

- Provide legal guidance to elected officials and city staff.

Funding Sources

The Department exists to support the City Council and all City Departments. It does not generate revenue and is supported by general taxes.

2012 Goals and Objectives

- Continue to provide legal services and guidance to elected officials and city staff, including attend meetings, reviewing and preparing contracts and other legal documents.

Budget Highlights:

The current contract with the city attorney's firm expires at the end of 2011. The city attorney has agreed to continue the hourly and retainer rates at the current rates in 2012.

Election Department Profile and Budget Summary

The election division administers federal, state, judicial, and municipal elections in accordance with Federal and State Laws, the Crystal City Charter, and City Ordinances. In general, elections are conducted every other year in even years only unless a special election is called by the City Council or State.

Personnel Expenses

Staff: The following personnel work within this department and the expenses are charged to it.

Temporary employees: 120 election judges work under the direction of the City Clerk and Administrative Services Coordinator. There are a number of duties that judges perform: working at the polling places on election days, serving on the Absentee Ballot Board, administering Absentee Voting at Crystal's health facilities, assisting with public accuracy testing on election equipment, or assisting City staff with absentee voting two weeks prior to each election.

Staff: These personnel are supervised or work in this department, although their personnel expenses are charged to the Administration Department in which they also work.

City Clerk: Provides maintenance of City records, maintains custody of ordinances and other official documents, and oversees licensing functions. This position manages and oversees all aspects of elections, is secretary to the City Council, and handles advisory board and commission vacancies and operations.

Administrative Services Coordinator: Acts as Deputy City Clerk providing backup to the City Clerk/Office Manager in all aspects of council operations, election procedures and requirements, coordination of clerical functions of City Hall, publishing the City and employee newsletters, and supervising customer service representatives.

Functions and Products

- Managing voting by absentee ballot 45 days prior to each election
- Training and certifying judges for elections
- Securing and preparing eight polling places with staff, equipment, and supplies
- Preparing and assembling candidate filing packets
- Testing and maintaining integrity of election equipment
- Preparing for and conducting public accuracy tests and demonstrations
- Assisting with recounts

Funding Sources

- The Department exists to support the election process of government for its citizens. It does not generate revenue and is supported by general taxes.

Summary Statistics

Presidential General Elections	2008	2004
Persons voting by absentee ballot	1,508	1,168
New voter registrations on Election Day	2,274	2,721
Voter turnout in City on Election Day	94%	83%
Number of registered voters in city prior to election day	13,668	13,126

2012 Goals and Objectives

- Provide for elections in accordance with Federal and State Laws, City Charter, and City Ordinances
- Maintain highest level of ethics in the election process
- Administer efficient elections
- Provide salaries of temporary employees for required training and time worked during elections
- Provide for lease and maintenance agreements with Hennepin County for election equipment
- Provide for programming costs of election equipment and memory data cards
- Provide for facility rental and custodial fees at polling places
- Provide community education on changes in polling places and precincts based on redistricting
- Provide for updated election forms, per State Statutes and Secretary of State's Office.
- New in 2012 - administer School Board elections.

Budget Highlights:

A Presidential Election will be held in 2012, in which Crystal historically has high voter turnout. The City must redistrict and reestablish its precincts in 2012 and is now responsible for administering Robbinsdale School District Board elections.

Four municipal offices will be on the 2012 ballot, which are:

- Mayor
- Section I Council Member
- Ward 3 Council Member
- Ward 4 Council Member

Budget for 2012 compared to the 2008 Election Budget

Line Item/Description	Amount	Discussion
6050 – Wages for temporary employees	\$34,218	No change.
6470 – Service Contracts	\$3,000	No change. The service contract with Hennepin County covers election equipment (which includes the vote tabulators and assistive voting equipment).
6485 – Rentals	\$450	Increase by \$154 Three polling locations charge rental fees to the city. (St. James Church, Praise Christian Center, and Cornerstone.)
6505 – Operating Supplies	\$2,200	Decrease by \$204
6600 – Communications	\$965	No Change Delivery charges for supplies by Hennepin County
6650 – Printing and Advertising	\$2,300	Increase by \$460 Reflects higher costs for legal notices and ballot printing
6810 – Training & Travel	\$125	Decrease by \$129 Reflects costs associated with mileage reimbursement for required election training classes

Finance Department Profile and Budget Summary

The Finance Department provides fiscal management of all funds of the City including accounting, budgeting, financial reporting, investments, debt issuance, risk management, payroll and utility billing.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Finance Director	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
Accounts Payable/Benefits Specialist	1.00	1.00	1.00
Accounting Clerk	.625	.625	.625
Utility Billing Specialist (1)	1.00	1.00	1.00
Payroll/Utility Billing Specialist (1)	.75	1.00	.80

(1) The cost of these positions is charged to the Utility Funds

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **Finance Director:** Plans and directs the administration, coordination, and control of all financial functions and accounting activities for the City. Manages annual budget, capital improvement plan, invests city funds, debt issuance and servicing, insurance and tax increment financing administration.
- **Assistant Finance Director:** Assist the Finance Director in the administration, coordination, and control of all accounting activities for the City. Manages monthly and annual financial reporting, coordinates work with independent auditors, maintains fixed asset records and provides daily supervision of Finance Department staff.
- **Accounts Payable/Benefits Specialist:** Processes accounting transactions in a timely and efficient manner, in accordance with department policy, to meet the financial needs of end-users. Process accounts payable transactions. Administers employee benefits including: insurance, COBRA & retiree benefits and the annual open enrollment periods.
- **Utility Billing Specialist:** Processes accounting transactions in a timely and efficient manner in accordance with department policy. Processes utility billing including meter readings, monthly billings, payments, ownership changes, meter changes and annual assessment of delinquent accounts and provides customer service to utility customers.
- **Payroll/Utility Billing Specialist (Part-time):** Processes accounting transactions in a timely and efficient manner in accordance with department policy. Processes bi-weekly payrolls for employees & payroll tax payments and prepares quarterly and annual payroll tax returns. Acts as the backup to other department personnel, particularly utility billing, scans daily utility payments into billing system, and provides customer service to utility customers. Increasing from 0.75 to 0.80 FTE to accommodate year end processing in January.

- Accounting Clerk (Part-time): Processes accounting transactions in a timely and efficient manner, in accordance with department policy. Acts as the backup to other department personnel, balances cash drawer daily and prepares bank deposits, reconciles monthly bank statements and processes accounts receivable billings.

Functions and Products

- Produces annual budget in cooperation with the City Council and senior staff to guide taxation, spending and service level decisions for the next year.
- Produces capital improvement plan in cooperation with the City Council and senior staff to guide equipment and infrastructure purchase decisions for the next five years.
- Issues vendor checks in payment for supplies and contractual services.
- Issues payroll checks in payment for services of employees.
- Produces utility bills to collect for water, sewer, storm drainage, street light, and recycling services provided to city residents and businesses.
- Provides monthly and quarterly financial reports to inform the City Council and senior staff.
- Provides for annual financial audit by independent CPA firm as required by state law and city charter.
- Produces comprehensive annual financial report (CAFR) meeting the standards of the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.
- Invests city funds in accordance with goals for safety, liquidity, and yield.
- Purchases property and liability insurance.
- Issues debt as needed while sustaining bond rating of Aa1 from Moody's Investors Service.
- Investigates and recommends financial planning and policy changes to the City Council.
- Administer accounting and reporting for the tax increment financing districts.

Funding Sources

The department is supported by general property taxes and revenues of the utility funds.

2012 Goals and Objectives

- Support implementation of a new version of the utility billing system.
- Implement LOGIS website for utility billing customer access.
- Provide financial reporting to the City Manager and Department Heads.
- Support long range financial planning by the City Council.
- Review and update the financial policies of the city.

Budget Highlights:

Line Item/Description	Amount	Discussion
6205 / Professional Services	\$3,647	CAFR review fee and administration of flexible spending accounts & health savings accounts.
6215 / Audit Services	\$26,500	Cost of the annual financial audit by CPAs.
6320 / LOGIS Services	\$45,752	Cost of the financial & payroll modules
6470 / Service Contracts	\$810	Maintenance on fixed asset software
6660 / Printing Notices	\$3,000	Cost of publishing Truth-in-Taxation, budget, and financial reports as required by state law.
6665 / Printing General	\$1,440	Cost of printing budgets and financial reports.

Police Department

Profile and Budget Summary

The Police Department provides professional police protection and services. Its mission statement is "*Service with compassion and integrity.*" Its vision is to be a professional, well-equipped department, utilizing state of the art technologies and creative policing strategies that focus on problem solving and neighborhood policing.

Staff

- **Chief of Police**: Responsible for the overall operations of the Police Department and personnel, including volunteers. The Chief of Police is primarily responsible for the implementation of policies and programs necessary for the coordination and approval of requests for mutual aid, prevention of crime, apprehension of criminals, and the delivery of police services.
- **Deputy Chief of Police**: Senior level leadership position responsible for assisting with the administration, management and direction of the Police Department. Assists and supports the Chief of Police in the planning, coordination and supervision of personnel. Provides leadership to influence department members to excel within the community policing philosophy. Responsible for ensuring police protection to the City at all times. The Deputy Chief assumes responsibility for the department in the absence of the Chief of Police.
- **Police Lieutenant (2)**: Performs responsible supervisory and routine skilled administrative police work supervising and directing an assigned functional area of the Police Department, including full supervisory authority over assigned staff. May be assigned to either patrol/ community service or investigation divisions.
- **Police Sergeant (4)**: Supervises, manages and participates in all phases of police work; assigns, enforces and interprets all orders which involve line personnel in accordance with prescribed department procedures; and performs other duties as assigned.
- **Police Officer (22)**: This position is that of a MN P.O.S.T. Board Licensed Police Officer. The Police Officer works under the daily and direct supervision of a designated police supervisor or O.I.C. in an assigned patrol district during a specified period of time. The Police Officer is responsible for protection of life and property, neighborhood problem solving, maintenance of order, prevention of crime, enforcement of laws, apprehension of criminals and providing general public service. The position also assists in the investigation of criminal offenses, accidents or other police related problems.
- **Juvenile Specialist**: Assists the investigative staff in the investigation and evaluation of juvenile, vulnerable adult and criminal sexual assault cases. To work primarily in diverting juveniles away from deeper involvement in the juvenile justice system and preventing the occurrence of delinquent behavior. Works in all areas involving juveniles and vulnerable adults.
- **Records Office Manager**: To coordinate the clerical functions; to maintain office equipment and forms; to manage all records and flow of paper to meet the demands of the Police Department. Act as Terminal Agency Coordinator for Federal mandatory crime reporting functions.
- **Office Assistant III (2.5)**: In conjunction with other Office Assistants, provides clerical support, reception duties and maintains a clerical system meeting the demands of Police Department operations.

- Support Services Technician: To maintain the police property/evidence room in a manner consistent with department policy, state and federal laws. Fulfills requests of criminal justice professionals for DVDs, CDs, and miscellaneous tapes. Assists officers with technology related problems and performs other duties as assigned.
- Community Service Officer (4): Uniformed, non-sworn position in the Police Department. Performs support duties to police operations and the community. Performs duties which require less training and fewer qualifications than those of a sworn Police Officer and which do not require the exercise of licensed peace officer authority. Employees hired into this position are bound by all appropriate rules and regulations and applicable policies and procedures of the City of Crystal and its Police Department, including the Crystal Police Department manual.
- Reserve Officer (8): The Reserve Officer is a uniformed, non-sworn volunteer in the Police Department. This position provides supplementary assistance to the Police Department under the general direction of the Chief of Police within the limitations set forth by state statutes, city ordinances, department rules and regulations, and the Crystal Reserve Officer's Rules and Regulations. Reserves performed 1,842 hours of volunteer service.
- Police Explorers (9): The Police Explorer is a volunteer career exploration program. Explorers both learn and perform volunteer activities for the city and department such as; traffic direction, parking cars and staffing informational booths. The Airport Open House, Crystal Frolics, Home Show, Bike Rodeo and Vehicle Fair are examples of events staffed by Explorers. Explorers performed 1,071.5 hours of volunteer service.
- Police Volunteers (8): The non-sworn police volunteer includes the Citizens on Patrol, Storefront, and Office volunteers that patrol city streets in order to deter, observe and report crime, staff the storefront office and assist in our police records unit.

Functions and Products:

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Calls for Service or Events	29,047	24,427	29,395	30,007	30,681
Fingerprints captured	379	370	336	404	349
Arrests Adult	780	785	840	912	843
Arrests Juvenile	234	265	318	353	238
Animal Control Calls	921	932	742	709	334*
Animal Control Officer initiated	240	257	217	159	109*
Property Processed	5,912	4000	4400	4995	5256
Photographs Archived	3,449	2643	3912	3995	3929
Recordings Archived	4,543	4041	4510	4000	3811
Part 1 Crimes	749	781	826	863	762
Part 2 Crimes	808	827	1,005	944	901
DWI Arrests	114	143	126	139	147
Vehicle crash responses	511	417	556	502	609
Citations issued	3,476	3,408	4,697	5,139	5,369
Cases Cleared	52%	48%	50%	52%	52%

*Crystal cases involving full-time ACO

Funding Sources

Police Equipment Revolving Fund: Upon consolidation of the police department's private pension with the Public Employee Retirement Association the fund was over funded by \$3.1 million. This money was invested and the PERF uses 90% of the yield to make capital purchases. Transfers from the General Fund have supplemented funding to an increasing degree as technology purchases have accelerated. This is anticipated to continue.

General Operating: The Robbinsdale Area School District personnel anticipate that Highview Alternative School will close at the end of the 2011-2012 school year. At that time the District will no longer provide safe schools funding to the City of Crystal. However, we will continue to receive funding from FAIR School for School Resource Officer services.

Estimated Revenues in 2012 General Fund Budget:

Dog Licenses	7,200
Reimb. Drug Task Force OT	18,000
State pension aid	195,000
Post Board reimbursement	10,400
Animal impound & boarding	5,700
License Investigations	3,000
Accident and police reports	400
Fingerprinting	1,600
Pawn Shop	24,000
Photos, tapes, etc.	900
Safe Schools reimbursement	12,500
Court Fines & Forfeited Bail	240,000
False Alarm Calls	4,000
Liquor License violations	3,500
Total Revenues	526,200

2012 Goals and Objectives:

- Begin transition to the new Ford Police Interceptor squad cars.
- Continue to collaborate with the Office of Traffic Safety in regards to their various traffic safety initiatives.
- Develop and offer at least one educational program to the community.
- Continue to promote our Volunteers in Police Service program.
- Increase the number of neighborhood watch groups by ten percent.
- Develop a coordinated police chaplain program with our neighboring communities.
- Continue to promote community policing at the neighborhood level in order to keep our community safe and to deliver cost effective police services.

Budget Highlights:

The 2012 operating budget includes a slight increase of approximately one and one-half percent over that of the 2011 budget. An increase in the professional services and prisoner services is necessary to offset rising costs. For example, Project Peace will experience a significant increase due to an increase in domestic related calls and services requested by Crystal residents. The increase in communication connect charges is to account for an increase in MDC air card connection fees which are necessary to improve the transfer of data to squad cars in the field.

Line Item/Description	Amount	Discussion
6205-Professional Services	\$54,500	Increased by \$4,500 to account for increases in Project Peace and other professional services.
6325-Prisoner Services	\$52,000	Increased by \$2,500 to cover anticipated increases in the Hennepin County booking and boarding expenses.
6540-Vehicle Supplies	\$15,500	Increased by \$2,000 to better reflect actual expenses.
6610-Phone Services	\$14,000	Decreased by \$2,000 to better reflect actual expenses.
6615-Communication connect charges	\$45,000	Increased by \$3,000 to account for the increase in MDC air card connection fees.

Fire Department West Metro Fire-Rescue District Profile and Budget Summary

West Metro Fire-Rescue District provides fire services to the communities of Crystal and New Hope through a joint powers agreement. The District was established on July 1, 1998 after over six years of study, discussions, consultant reports and special legislation. The District provides an efficient delivery system and eliminates duplication in capital purchases. A seven member board of directors, appointed by each City Council, governs the District.

Staff

- Fire Chief
- Deputy Chief
- Executive Assistant
- Deputy Fire Marshals (2)
- Fire Specialist
- Paid, On Call Firefighters (authorized for up to 66 including 3 District Chiefs)

Functions and Products

The District provides the following services: fire suppression; emergency medical support; specialized rescue and extrication services; fire prevention through code enforcement and public safety education; emergency hazardous materials release response; fire cause and origin investigations; and emergency preparedness planning and response.

Funding Sources

The District is funded primarily through general revenue funds from Crystal and New Hope, based on a formula created in the joint powers agreement. In 2010, the West Metro Fire-Rescue District applied for and received a federal SAFER grant. This grant is being used to offset the cost of the Fire Specialist position. This position assists with District administration as well as serving on a daytime response crew for certain calls to reduce the need for some daytime paid on call firefighter calls.

2012 Goals and Objectives

- Recruit and retain qualified paid on call firefighters
- Maintain a competitive employment environment to hire and retain quality personnel
- Maintain fleet of apparatus and vehicles for safe, timely response to calls for service
- Maintain an effective fire prevention program
- Utilize technology as much as possible including maintenance of computer network

Budget Highlights

The 2012 contribution to the West Metro Fire-Rescue District budget is slightly below the 2011 funding level in anticipation of continued declining state aid for both cities. The expense of the additional full-time staff position is partially covered by the federal grant.

Planning and Code Enforcement Division Profile and Budget Summary

The Planning, Housing and Code Enforcement division provides professional planning support for all community planning and zoning functions; administers the property maintenance code; coordinates all residential redevelopment efforts; coordinates related code enforcement activities.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Community Development Director	.20	.20	.20
City Planner/Asst. Comm. Dev. Dir.	.50	.50	.50
Code Enforcement Specialist (CEZA)	1.00	1.00	1.00
Sr. Customer Service Representative	.10	.10	.10
Rental Licensing Specialist (CDA)	.25	.25	.25
Community Development Clerk	.45	.45	.45

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Community Development Director: Plans and directs community development functions including economic development, planning and zoning, building, housing, code enforcement, environmental health and redevelopment.
- City Planner/Assistant Community Development Director: Serves as the city's principal planner and advises the department director in land use issues affecting redevelopment and economic development. Serves as a resource to residents, developers, Planning Commission, City Council, EDA and co-workers on land use and redevelopment matters. Coordinates housing redevelopment programs and serves as a resource for commercial redevelopment activities. Manages all operations and staff members within the Planning and Development Division. Serves as department director in the absence of the Community Development Director.
- Code Enforcement Specialist (formerly Code Enforcement/Zoning Administrator): Supports initiatives that improve and maintain community vitality and livability and heighten community awareness of property reinvestment and pride in ownership, including coordination of code enforcement activities. Responsible for administration and interpretation of the city's zoning code. Under the guidance of the Assistant Community Development Director, analyzes existing enforcement programs and procedures, recommends new programs and strategies where warranted, coordinates enforcement programs with Police Department activities and monitors delegated work assignments, as appropriate.
- Rental Licensing Specialist (formerly Community Development Assistant): Under the direction of the division manager, responsible for providing a variety of general office support for Community Development Department activities, including sign code administration and rental licensing; assists Customer Service Representatives with department-related licensing and permitting tasks, as directed. Serves as a backup to the Customer Service Representatives at the front counter.

- Senior Customer Service Representative: Responsible for front counter and customer service as it relates to assessing (homesteads/market valuations) and special assessments for City offices. Handles a wide variety of support work for Community Development and Administration in conjunction with other City functions.
- Community Development Clerk: The half-time clerk provides clerical support services to the department, particularly in the areas focusing on maintaining residential properties, in an effort to forestall blight and adverse impacts associated with foreclosed and abandoned properties. Additional responsibilities focus on eliminating clerical duties at higher levels within the department. This position assumes many of the clerical duties of the housing inspectors, making more time available in the day for scheduling of inspections.

Functions and Products

- Administer the rental licensing system.
- Provide planning and community development support to the Planning Commission, EDA and City Council.
- Coordinate administrative enforcement program and coordinate all code enforcement efforts.
- Administer sign ordinance, subdivision regulations, zoning ordinance.

2011 efforts include:

- Continue proactive code enforcement program and response to citizen complaints. Improved citation process and follow-up.
- Coordinate and lead monthly code enforcement meetings to maintain communication between inspectors, Community Service Officers, Community Development Staff, Police Department and WMFRD.
- *Focus on Enforcement* articles in the City newsletter.
- Neighborhood sweeps.
- Monthly sweeps of duplexes and major corridors; 4-plexes 2x/month.
- Issuance of administrative notices and citations.
- Initiate effort to amend abatement procedures in city code for consistency.
- Inspect vacant, foreclosed or gas and water shut-off properties for maintenance issues and to see that buildings were secure.
- Continue foreclosure monitoring.
- Complete Comprehensive Plan.
- Provide professional support to the Planning Commission.
- Respond to daily inquiries from citizens, business owners, developers and realtors.
- Continue to provide support for the Vacant Building Registration program.
- Administer rental licensing program.
- Continue to perform nuisance abatement actions and court-ordered abatements.

Funding Sources

- Division activities and personnel are funded primarily out of the general fund, with the exception of personnel costs associated with the positions of City Planner/Assistant Community Development Director and Customer Service Representative, which are funded out of the EDA budget at 50% and 25%, respectively.

- Revenue generated by the division include:

	<u>2011 (budgeted)</u>	<u>2011 (YTD 12/12/11)</u>
○ Planning Commission application fees:	\$ 4,800	\$ 9,000
○ Administrative Citations:	\$ 90,000	\$ 87,714
○ Sign permits:	\$ 6,300	\$ 9,010
○ Rental licenses:	\$120,000	\$122,633
○ Vacant Building Registrations:	\$ <u>25,000</u>	\$ <u>68,345</u>
Totals:	\$239,800	\$266,702

2012 Goals and Objectives

- Provide planning and community development support to the Planning Commission, EDA and City Council.
- Continue aggressive implementation of administrative enforcement program to abate code violations.
- Continue proactive and reactive code enforcement approaches in furtherance of the comprehensive strategy for a responsive, efficient and effective code enforcement program.
- Through the position of Code Enforcement Specialist, continue to manage and coordinate all code enforcement programs and focus on department activities that help ensure the health of the city's neighborhoods.
- Continue to improve response time and effectiveness in resolution of citizens' reports of violations.
- Continued administration and effective enforcement of Property Maintenance Code.
- Maintain heightened level of awareness and enforcement efforts for foreclosed and vacant properties.
- Continue to provide support to the Vacant Property Registration program.
- Prepare revisions to various sections of City Code and the Zoning Ordinance to be consistent with recently updated Comprehensive Plan.
- Continue participation in the Bottineau Boulevard Partnership and Transit Initiative and other inter-jurisdictional planning efforts for improvements within the CSAH 81 corridor. The partnership's efforts likely will continue through 2012 and beyond, provided continued federal, state and county funding.
- Provide administration of sign and zoning ordinances and applicable sections of city code.

Budget Highlights:

There are no significant changes proposed in the 2012 budget.

Building Safety and Inspections Division Profile and Budget Summary

The Building Safety and Inspections Division administers and enforces the State Building Code and Crystal's Property Maintenance Code, conducts plan reviews and inspections, and coordinates efforts with other enforcement agencies and departments, as necessary. The division works with property owners and contractors to certify that new construction and alterations to existing structures meet applicable codes.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Community Development Director	.10	.10	.10
Building Official	1.00	1.00	1.00
Code Compliance Inspector	.50	.50	.50
Rental Licensing Specialist (CDA)	.25	.25	.25
Customer Service Representative	.60	.60	.60

Staff: These personnel are supervised or work in this division, although part of their personnel expenses may be charged to another division in which they also work.

- **Community Development Director:** Plans and directs community development functions including economic development, planning and zoning, environmental health, building, housing, and code enforcement.
- **Building Official:** Coordinates and provides building inspection and plan review services for all construction in the community and enforces provisions of the State Building Code and applicable portions of the City Code. Is a resource to residents, developers, architects, engineers and co-workers with respect to building code and building code related questions.
- **Code Compliance Inspector:** Conducts housing and building inspections in accordance with the city's Property Maintenance Code and Building Code. Conducts investigations of alleged violations of City Code in support of Community Development Department code enforcement responsibilities. Provides clarification on requirements of the Property Maintenance Code, Building Code and City Code to residents, property owners, building contractors and co-workers. Provides support in building, housing, environmental health, zoning and code enforcement as necessary and as directed by the Community Development Director.
- **Rental Licensing Specialist (formerly Community Development Assistant):** Under the direction of the Community Development Director, responsible for providing a wide variety of general office support and technical assistance for Community Development Department activities, including sign code administration, housing maintenance code administration, planning and redevelopment, housing, and building inspections; assists Customer Service Representatives with Department-related licensing and permitting tasks, as directed. Serves as a backup to the Customer Service Representatives at the front counter.
- **Customer Service Representatives:** Two Customer Service Representatives work at the front counter to provide customer service and receptionist work for City offices, particularly the scheduling of building inspections and the coordination of the building permit process.

Functions and Products

- Administration and enforcement of State Building Code.
- Provide advisory services to residents and contractors considering or seeking permits.
- Reviews building plans for compliance with codes.
- Coordinate all building and housing inspection services.
- Number of permits issued for building, mechanical and plumbing:
 - 2010: 1,578
 - 2011 (YTD 12/12/11): 1,337

Revenue Sources

- Division activities and personnel are funded by general fund dollars.
- Revenues from building, mechanical and plumbing permits and plan reviews:
 - 2010: \$ 265,800
 - 2011 Budget: \$292,000
 - 2011 (YTD 12/12/11): \$ 248,330

2012 Goals and Objectives

- Continue plan review and building inspection responsibilities.
- Participate in the review and updating provisions of the city's development codes, where appropriate.
- Continue aggressive enforcement of the State Building Code in order to prevent and abate code violations.
- Continue improvement in response time for building inspections and turn-around time for permit applications during the construction season.

Budget Highlights:

There are no significant changes proposed in the 2012 budget.

Housing Inspections Division Profile and Budget Summary

The purpose of the Housing Inspection Division is to administer and enforce housing inspection and licensing programs and to coordinate efforts with other involved agencies and departments, as necessary.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Community Development Director	.10	.10	.10
Housing Inspector	1.00	1.00	1.00
Code Compliance Inspector	.50	.50	.50
Rental Licensing Specialist (CDA)	.50	.50	.50
Customer Service Representative	.30	.30	.30

Staff: Division personnel work under direction of the Community Development Director, although part of their personnel expenses may be funded from another division to which they also provide support.

- Community Development Director: Plan and direct community development functions including economic development, planning and zoning, environmental health, building, housing, code enforcement and assessing.
- Housing Inspector: Provides housing inspections and enforcement for all point of sale and rental licensing inspections in accordance with Crystal's Property Maintenance Code. Provides clarification on the requirements of the Property Maintenance Code to residents, potential residents, realtors, rental property owners and co-workers. Provides support in building, environmental health, zoning and code enforcement, as necessary.
- Code Compliance Inspector: Conducts housing and building inspections in accordance with the city's Property Maintenance Code and Building Code. Conducts investigations of alleged violations of City Code in support of Community Development Department code enforcement responsibilities. Provides clarification on requirements of the Property Maintenance Code, Building Code and City Code to residents, property owners, building contractors and co-workers. Provides support in building, housing, environmental health, zoning and code enforcement as necessary and as directed by the Community Development Director.
- Rental Licensing Specialist (formerly Community Development Assistant): Under the direction of the Community Development Director and City Planner/Assistant Community Development Director, responsible for providing a wide variety of general office support and technical assistance for Community Development Department activities, including sign code administration, property maintenance code administration, planning and redevelopment, housing and building inspections; assists Customer Service Representatives with Department-related licensing and permitting tasks, as directed. Serves as a periodic backup to the Customer Service Representatives at the front counter.
- Community Development Clerk: A new position in 2009, the half-time clerk provides clerical support services to the department, particularly in the areas focusing on maintaining residential properties, in an effort to forestall blight and adverse impacts associated with foreclosed and abandoned properties. Additional responsibilities focus on eliminating clerical duties at higher levels within the department. This position assumes many of the clerical

duties of the housing inspectors, making more time available in the day for scheduling of inspections.

- Customer Service Representatives: Two Customer Service Representatives work at the front counter to provide customer service and receptionist work for City offices, particularly assisting with the routing of housing inquiries and occasional scheduling of housing inspections.

Functions and Products

- Enforces the city's Property Maintenance Code through effective, thorough and timely inspections and follow-up.
- Conducts all point-of-sale and rental license inspections.

Funding Sources

- Division activities and personnel are funded primarily out of the general fund, with the exception of Housing Inspector position, for which 50% of the personnel costs are funded out of the EDA budget.
- Revenues from property maintenance inspections (point of sale):
 - 2010: \$ 52,675
 - 2011 Budget: \$ 58,000
 - 2011 (YTD 12/12/11): \$ 54,8300

2012 Goals and Objectives

- Enforce the rental housing inspection and licensing program aggressively and effectively to ensure the health, safety and well-being of rental housing occupants in the city.
- Administer the city's Property Maintenance Code through effective, thorough and timely inspections and follow-up to prevent deterioration and blight in all structures.
- Continued improvement to response time for inspection and resolution of housing maintenance complaints and point of sale and rental housing inspections.
- Provide support to code enforcement staff in the department on housing maintenance matters.
- Administer Vacant Property Registration process, in coordination with the Code Enforcement Specialist.
- Maintain heightened response regarding inspection of and enforcement efforts for foreclosed properties.

Budget Highlights:

There are no significant changes proposed in the 2012 budget.

Environmental Health Division Profile and Budget Summary

The purpose of the Environmental Health Division is to administer and enforce local health and environmental regulations.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Community Development Director	.10	.10	.10
Customer Service Representatives	.10	.10	.10

Intergovernmental Service Agreement: In 2007, Crystal entered into an intergovernmental agreement with the city of Brooklyn Park to provide inspection services for all environmental health activities. Due to the success of the cooperative relationship with Brooklyn Park, the contract has been extended on an annual basis and is in place through December 2011. The services included in the agreement are provided on an hourly fee basis and include follow-up and inspection of health and environmental reports, responding to health and environmental emergencies, inspection of garbage trucks, and enforcement of other miscellaneous local health codes. Under the agreement, Crystal retains responsibility for certain administrative responsibilities, including intake of all license applications, forwarding licenses to the City Council for action and license issuance.

Staff: These personnel are supervised or work in this department under the direction of the Community Development Director, although part of their personnel expenses may be charged to another department in which they also work.

- **Brooklyn Park Environmental Health Specialists:** Administer the City's environmental health program. Enforces applicable provisions of the city code governing hazardous properties and ensures the safe, healthful operation of all facilities that require local licensure, including but not limited to therapeutic massage, tanning, garbage and refuse. Ensures the maintenance of environmentally safe residential environments. Serves as a resource and provides education to operators and the community on the environment and health-related issues.
- **Community Development Director:** Plans and directs environmental health activities and administers the contract with Brooklyn Park, along with other community development functions including economic development, planning and zoning, building, housing, code enforcement and redevelopment.
- **Customer Service Representatives:** Two Customer Service Representatives work at the front counter to provide customer service and receptionist work for City offices, particularly assisting with the routing of inquiries concerning health and safety.

Functions and Products

- Ensure the safe, healthful operation of all facilities that require local licensure, including but not limited to therapeutic massage, tanning, and garbage and refuse through inspections, enforcement and education.
- Enforce applicable health provisions of the City Code to ensure the maintenance of environmentally safe and healthy residential environments.
- Provide education and resources to operators and the community on the environment and health-related issues.

Revenue Sources

- Contracted activities are funded out of the general fund.
- Division activities support existing licensing programs and resulting revenue streams.
- Revenues from issuance of health-related licenses (garbage truck licenses):

2012 Goals and Objectives

- Continue a responsive, local, environmental health inspection and licensing program.
- Continue aggressive enforcement of city garbage and refuse ordinance and assist with enforcement of the city's Property Maintenance Code.
- Provide environmental health support to code enforcement staff in the department.
- Provide cooperative support to police department in resolution of housing, health and welfare matters.

Budget Highlights:

The proposed budget for 2012 contemplates continuation of the contractual arrangement with the City of Brooklyn Park for the provision of environmental health services at an hourly rate. Based upon 2010 and 2011 YTD contract expenditures, the recommended 2012 budget reflects a reduction in contract costs from \$6,000 to \$4,000.

Line Item/Description	Amount	Discussion
Services contract with BP	\$ 4,000	Reduction in 2012 budget reflects projected costs for service in 2012 based upon 2010 and 2011 billings.

Engineering Department

2012 Profile and Budget Summary

The Engineering Department manages the City's infrastructure, oversees large public works projects, and maintains record databases. This includes all city public facilities such as streets, sewer, water, and drainage utilities, parks and pools, and city buildings.

Personnel Expenses

This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
City Engineer/Public Works Director	1.00	1.00	1.00
Engineering Project Manager	1.00	1.00	1.00
GIS/Engineering Technician	1.00	1.00	1.00
Seasonal Street Project Technician		0.30	0.30

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- City Engineer/Public Works Director: Plan, coordinate and direct all Public Works improvement and maintenance programs involving streets, parks, utilities, engineering and buildings. Administer all functions within Public Works, Engineering, Parks, Streets, Utilities and Building maintenance. Oversee and participate in operation of Bassett and Shingle Watershed Management Organizations (WMO's). Monitor and manage required State and Federal regulations and reporting. Provided support to all other city departments.
- Engineering Project Manager: Coordinates and manages all aspects of engineering projects including developing plans and specifications, soliciting proposals or bids, tabulating proposals, and managing contracts. To provide engineering and public works information to the public, including private sector and other agencies. To provide field supervision of construction work with respect to staking, inspection, tests, and measurement of quantities for payment. To perform related duties of surveying, inspection, measurements, computations, and record keeping.
- GIS/Engineering Technician: Develops and maintains the City's Geographic Information System (GIS) (50%) and performing engineering technician duties (50%). Position provides services to Engineering Department and technical support to other city departments, public and private agencies, and the general public as needed. Provides support to street reconstruction projects.
- Engineering/Public Works Administrative Assistant: Provides administrative support for the Public Works Department, including Engineering and Forestry; assists Customer Service Representatives with Department-related tasks, as directed. Provides support to street reconstruction projects. The cost of this position is charged to the utility funds. This is a 0.6 FTE position.

Functions and Products

- Manage annual building improvement/maintenance capital projects (avg \$250K).
- Manage street reconstruction projects (avg \$5.5M per year).
- Manage annual street maintenance sealcoat, concrete repair projects (avg \$200K).
- Manage other large projects e.g. water meter replace, reconstruction, building additions.
- Prepare plans and specifications for annual and misc projects (avg 4/year).
- Participate in large highway projects, currently Henn. Co. Rd. 81 Part 1 and Part 2.
- Participate in operation of Bassett and Shingle WMO's.
- Manage permits for right of way (30/year), State permits (5), County permits (8).
- Provide one on one contact with resident, commercial, governmental and other "customers" via phone, email, direct mail, front counter, on site meetings, open house and other public meetings (3 persons x 230 days x 6 per day = 4,140/year).
- Manage and maintain city infrastructure records including utilities, easements, property, buildings, streets, maps, project files.
- Prepare annual budgets and long term capital programs.
- Provide support service to all other city departments.
- Provide technical and management support to the enterprise funds including JWC.
- Manage State Aid Street System and budgets.
- Manage City's flood plain management program.

Funding Sources

The Department is funded by the general fund. Revenue is produced by providing services to the sealcoat project and the street reconstruction project. However, this revenue does not return to the general fund, but rather remains in the fund where the work is done. There is some small income from services provided based on the fee schedule.

2012 Goals and Objectives

- Forest North Phase 12 Street Reconstruction.
- Begin Phase 13 Becker Park Street Reconstruction Feasibility Study.
- Complete annual sealcoat, concrete, retaining wall, and street striping programs.
- Continue work on JWC Emergency Water Supply construction.
- Manage various city building maintenance, parking lots, etc projects.
- Continue to maintain city infrastructure and land records files.
- Manage JWC Forcemain Design and Reconstruction Project through Robbinsdale.
- Manage Design / Construction - North Branch Bassett Creek Erosion Control Project.
- Continue city buildings facilities study.
- Implement lowered Memory Pond Watershed flood plain.
- Continue with sanitary sewer lining projects.
- Develop Street Sign Inventory and Retro-reflectivity Program per federal requirements.
- Continue with alley reconstruction program – Phase 6 of 10.
- Assist in work on changes to Street Light Utility billing method.
- Complete Hagemeister Pond Sediment Removal Project, begin work on 2012 project.

Budget Highlights

There are no significant changes proposed in the 2012 budget.

Street Maintenance Department

2012 Profile and Budget Summary

The Street Department maintains approximately 90 miles of local streets (which excludes 10 miles of county roads). This includes the pavement, curb and gutter, sidewalks, signs, decorative street lights, and other miscellaneous items. The main workload consists of snowplowing and salt/sanding, street sweeping, crack sealing, patching, bituminous overlay paving, rehab in the current year's sealcoat area, concrete repair, and equipment maintenance. With every street reconstruction project there are more miles of sidewalk that must be plowed and maintained.

The workload also includes many other miscellaneous maintenance and construction projects such as grass cutting, trail and floating bridge construction, parking lot rebuilding, and tree trimming and removal during warm weather. In the winter, the Department performs building maintenance functions such as painting, and partition and storage area construction, and many other miscellaneous projects that vary from year to year depending on the need.

In addition, the Department does a considerable amount of work for the EDA, be it cleaning and boarding up properties or demolishing existing structures. It is estimated that the EDA will reimburse the Street Department for \$14,000 of personnel expenses in 2012.

The Department has two full time mechanics who work on both equipment maintenance and the city hall and police motor pools. Some of the building and equipment maintenance duties at City Hall and the Community Center are also assigned to the mechanics. The Department lost one full time Maintenance 1 position due to retirement/attrition in 2010.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Street Superintendent	1.00	1.00	1.00
Maintenance III – Mechanic	2.00	2.00	2.00
Maintenance III – Heavy Equip Operator	2.00	2.00	2.00
Maintenance I	4.00	3.00	3.00
Seasonal part-time maintenance		0.50	0.50

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **Street Superintendent:** Supervisory work in directing the activities of street maintenance operations. Responsible for the maintenance of all street related facilities including all City equipment and vehicles.
- **Maintenance III – Mechanic (2):** Maintain all City vehicles and equipment in good working order to minimize interruption in providing maintenance services. Also performs HEO and Maintenance I duties.
- **Maintenance III – Heavy Equipment Operator (HEO) (2):** Operate heavy equipment to construct, repair and maintain City streets, utilities, parks and other facilities. Performs routine manual and semi-skilled labor for City maintenance functions. Operates light or medium vehicles and equipment.

- **Maintenance I (3):** Performs manual and semi-skilled maintenance work in the operation of light or medium weight trucks and other equipment and performs labor related tasks as required to maintain the city's parks, facilities and streets.

Functions and Products

The main product is a safe and aesthetic local road transportation system. This is provided by some of the following functions:

- Patch, crack seal, overlay, pave and otherwise maintain local streets.
- Remove snow and provide ice control for streets, remove snow for sidewalks.
- Provide tree maintenance as time allows.
- Keep street clean to prevent debris and pollution from entering waterways.
- Provide support services to other departments, including backup manpower.
- Provide building maintenance services as time allows.
- Maintain equipment.
- Construct new and reconstruct old facilities such as parking lots, basketball courts, and EDA projects.
- Provide labor and equipment to the EDA for house demolition and other tasks.

Funding Sources

The Department does not generate any revenue. Funding sources include the general fund and the capital projects fund (PIR).

2012 Goals and Objectives

- Continue to provide a high quality local road transportation system through continued quality maintenance.
- Continue to perform overlays in "last to be built" Phases 14-16 neighborhoods.
- Continue to repair raveling wear course in Phases 1-3.
- Prepare Phase 4 and/or Phase 6 for sealcoat.
- Continue with salt application reduction program.
- Paint portions of the Public Works complex as needed.
- Assist with tree trimming and removal.
- Provide emergency assistance to neighboring jurisdictions as needed.
- Manage annual traffic signal painting program.
- Perform milling and grading work in annual alley reconstruction project.
- Remove and repave Becker Park south parking lot, and one basketball court.
- Continue with retaining wall and trail reconstruction and maintenance.

Budget Highlights

There are no new significant budget items. Fluctuating oil and energy prices impact the budget. Increases in energy costs are expected and the heavy 2010-2011 snowfall may be indicative of future energy requirements.

Line Item/Description	Amount	Discussion
6471 – Painting & Striping	\$21,500	This is the annual street striping and traffic signal painting programs.
6550 – Street Maintenance Materials	\$45,000	This includes asphalt, crack sealing material, tack oil, and road salt and sand. The cost of all these materials continues to be volatile.

Park Maintenance Department

2012 Profile and Budget Summary

The Park Maintenance Department maintains approximately 250 acres of city property, which is made up of twenty-six parks plus the City Hall, Community Center, and public works complexes. Included with routine turf maintenance are such things as playgrounds, park buildings, trash receptacles, irrigation systems and a myriad of other tasks too numerous to mention.

In addition, the Department does a limited amount of work for the EDA, be it cleaning and boarding up properties or demolishing existing structures. It is estimated that the EDA will reimburse the Street Department for \$2,000 of personnel expenses in 2012.

Personnel Expenses

This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Park Superintendent	1.00	1.00	1.00
Maintenance I	5.00	5.00	5.00
Seasonal Park Maintenance	0.50	0.50	1.00

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Park Superintendent: Supervisory work in directing the activities of park maintenance operations. Responsible for park facilities and equipment.
- Maintenance I (5): Performs manual and semi-skilled maintenance work in the operation of light or medium weight trucks and other equipment and performs labor related tasks as required to maintain the city's parks, facilities and streets.
- Seasonal Park Maintenance (4): Assist maintenance personnel in the maintenance of park equipment, facilities and other seasonal functions. Funding for four seasonal positions is proposed, restoring seasonals to the 2009 level.

Functions and Products

- Provide a safe and functional environment that meets the recreational needs of Crystal residences.

Funding Sources

- General Fund
- Capitol Projects Funds
- Donations and Grants

2012 Goals and Objectives

- Continue the high level of quality park maintenance.
- Replace park fencing in various locations.
- Extend north floating boardwalk at MAC Park.
- Rebuild retaining walls at Becker and Cavanaugh Parks.
- Replace Becker Park softball outfield fencing.
- Build second Valley Place hockey rink, install lighting.
- Continue work with Recreation Department and Park Commission and ongoing evaluation of existing park facilities, making necessary adjustments, so the needs of the community and the constraints of the budget are balanced

Budget Highlights

Line Item/Description	Amount	Discussion
6305 – Misc. Contractual Services	\$7,000	This is the mowing of certain properties by an outside contractor and controlled burns of prairie grass areas.
6315 – Tree Trim / Removal Service	\$13,000	This is the trimming and removal of dead or diseased trees from city owned park land. This is a decrease of \$5,000 from 2011.
6420 – City Utility Charges	\$48,000	This includes sanitary sewer, water (including irrigation systems water), and storm drain utility fees.
6810 – Training & Travel	\$1,600	This provides continuing education and training for the department staff.

Forestry Department

2012 Profile and Budget Summary

The Forestry Department is responsible for the management of the tree population in the City, and provides code enforcement relating to long grass, weeds, brush and wood piles, and right-of-way encroachment. The position also provides technical assistance to the residents and works closely with other City Departments.

Personnel Expenses

This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
City Forester	1.00	1.00	1.00
Seasonal Forestry Assistant	.35	.35	.49

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- City Forester: The employee in this position is employed by the City of Crystal, **but works half-time in Crystal and half-time in Robbinsdale**. This position is responsible for inspections of trees and other vegetation within both Cities. Duties include, but are not limited to: inspecting trees on public and private property; recommending proper care, maintenance and/or disposal of trees to control diseases; responding to residents' inquiries; enforcing all landscape-related City Code; reviewing all new development landscape plans; integrating forestry into city-wide planning; and caring for and maintaining City trees.
- Seasonal Forestry/Public Works: Assists city forestry and engineering personnel with tree disease management, code enforcement, tree inventory, and other duties as assigned.

Functions and Products

- Evaluates potential diseased trees, largely Dutch elm and oak wilt diseases.
- Monitor emerald ash bore threat to public trees and implement control program.
- Quantifies and evaluates City-owned trees and other natural resources.
- Shares in management of long grass enforcement program.
- Responds to resident complaints and inquiries.
- Directs the city tree removal and tree trimming contractors.
- Conducts paperwork necessary to facilitate the removal of diseased private trees.
- Manages the tree planting program (replant the boulevards in areas where trees may not have been adequately replaced under the street reconstruction contract.)

- Reviews all new development landscape plans.
- Applies for and administers cost-share grants.
- With input from other staff, elected officials, and citizens, develops and implements the comprehensive forestry management plan.

Funding Sources

The Forestry Section of the Public Works Department is funded by the General Fund, and by cost-share grants when available and reimbursement from the City of Robbinsdale for the half-time forester position. Most tree planting is funded by PIR monies.

2012 Goals and Objectives

- Continue to implement the emerald ash bore management program.
- Continue responding to resident requests.
- Continue to provide input to the street reconstruction program.
- Coordinate tree pruning, tree removing, stump grinding, lawn maintenance, and tree planting contracts.
- Continue diseased tree management through thorough inspections, enforcement, and follow up.
- Continue to provide design and construction assistance in the street reconstruction projects.
- Continue sighting, planting, and establishing new trees on public lands, planting at least 50 new trees, including reforestation previous street reconstruction project areas.
- Continue facilitating technically sound in-house tree maintenance.
- Continue contract, grant, and general administration.
- Continue seeking and pursuing cost-share grant opportunities, submitting application for at least one grant.
- Continue enforcing landscape and tree related Code.
- Continue managing long grass enforcement program.
- Continue reviewing new development landscape plans.
- Continue cooperative work with other departments.
- Complete the computer based public property tree inventory.

Budget Highlights

Line Item/Description	Amount	Discussion
6315 – Tree Trim / Removal Service	\$50,000	This item is decreased by \$21,500 from the 2011 budget because less work is proposed in the management of emerald ash bore.

City Buildings Department

2012 Profile and Budget Summary

The City Buildings Department manages four major items for all City Buildings, including short-term routine maintenance work, utilities such as gas, electric, and sewer and water, building cleaning, and long term building maintenance such as roofs and heating/ventilating.

Personnel Expenses

This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Custodian	0.50	0.50	0.50

Staff

The custodian is supervised and works in this department, although part of his personnel expenses may be charged to another department in which he also works.

- City Engineer/Public Works Director: Plan, coordinate and direct all Public Works improvement and maintenance programs involving streets, parks, utilities, engineering and buildings. Administer all functions within Public Works, Engineering, Parks, Streets, Utilities and City Building operations and maintenance.
- Custodian – Public Works: Provide and monitor janitorial and light maintenance services to City buildings with primary responsibility being City Hall. This formerly 1.0 FTE position provided custodial services to Public Works. Due to budget constraints, this position was reduced to 0.5 FTE in 2010 and Public Works became responsible internally for its own custodial services.

Functions and Products

- Provide daily cleaning services including contracted twice annual carpet and window cleaning.
- Provide routine light maintenance such as changing light bulbs and some minor repairs.
- Through City Engineer, provide for repair and maintenance of building HVAC, lighting, plumbing, landscape, parking lot, and other building operating equipment.
- Through City Engineer, provide for long term replacement of building HVAC, roof, parking, plumbing, lighting and other related components.
- End product is reliable, comfortable building environment in which to work and conduct public business.

Funding Sources

The Department generates no income. It is funded by the general fund and the capital projects fund (PIR).

2012 Goals and Objectives

- Continue to provide reliable, comfortable building environment in which to work and conduct public business.
- Continue to manage building HVAC, plumbing, lighting and related equipment.
- Ensure routine maintenance of city buildings.
- City Hall roof hatch ladder/stairway access.
- City Hall duplex air compressor replacement.
- City hall second of three rooftop AC unit replacement.
- Community Center emergency generator design and procurement.
- Community Center air compressor replacement.
- Community Center Minnesota Room floor covering replacement.
- Community Center restroom lighting replacement.
- Community Center third of three rooftop AC unit replacement.
- Becker Park south parking lot reconstruction.

Budget Highlights

One of the biggest variables is energy costs to heat, cool, and light city buildings. The unit prices for gas and electricity continue to fluctuate. The proposed numbers for 2012 reflect a middle of the road approach.

Line Item/Description	Amount	Discussion
6445 – Building Repair & Maintenance Services	\$4,000	This includes maintenance on a time and materials basis of the City Hall's HVAC and electrical systems. Costs maintenance of the new security cameras and key card system continue to be a factor.
6450 – Equipment R & M Services	\$15,000	Electrical and HVAC repairs performed on a time and materials basis.
6470 – Service Contracts	\$17,000	This includes annual service contracts of the City Hall's HVAC system, fire sprinklers, security system, copy machines, elevator, civil defense sirens, and pest control. Reduced by \$2,000 for a phone system service contract will now be accounted for in line item 6610.
6490 – Rentals – Office Equipment	\$900	Lease on City Hall's postage machine. Reduced by \$6,100 since copy machines will be purchased rather than leased.
6610 – Telephone / Mobile Phone	\$21,000	This includes all City local and long distance telephone service, parts and labor to maintain the telephone equipment. Increased by \$12,000 to include the service contract from line item 6470 and additional service contracts that come on as warranties expire. It does not include police mobile phone service.

Recreation Department Profile and Budget Summary

The Recreation Department assesses the needs of the residents and then provides quality opportunities for involvement in a wide range of active and passive leisure-time pursuits for all ages and abilities.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Recreation Director	1.00	1.00	1.00	1.00
Recreation Supervisors	2.26	2.27	2.20	2.10
Office Assistant II	1.00	1.00	1.00	1.00
Recreation Office Clerk	.44	.43	.48	.48
Seasonal Positions	1.92	1.92	2.10	1.79

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **Recreation Director:** Direct all operations and functions of the department, including recreation programs, Community Center, Performing Arts Center and outdoor Municipal Pool. Assure continual improvement in recreation service.
- **Recreation Supervisor** (1 Full-time, 2 Part-time): Plan, develop, implement and administer recreational opportunities through recreation program development and coordination and facility management to meet the needs and plans of the City, department and community.
- **Office Assistant II:** Provide general office functions including typing, copying, filing, recordkeeping, and database entry for the Recreation Department and Community Center facility. To provide receptionist duties including answering and directing all telephone calls, responding to customers at the counter, and providing accurate and timely information regarding services. To provide excellent customer service.
- **Recreation Office Clerk:** Assist the Office Assistant II with general clerical duties and provide excellent customer service.
- **Seasonal Positions:**
 - Adult class instructors (sports, exercise)
 - Scorekeepers
 - Youth class instructors and assistants (sports, dance, baton, gymnastics, camp, and craft)
 - Building/warming house supervisors and attendants
 - Field supervisors and attendants
 - Playground/activity leaders
 - Open gym supervisors
 - Umpires and officials

To many Crystal residents the availability and accessibility of recreation services are directly related to community quality of life. Without comprehensive recreation programs/facilities that meet the changing lifelong recreation needs of children, teens, adults, and seniors, a community lacks the building blocks of a vital, safe, and healthy place to live.

Parks and recreation services:

- Organization and supervision of recreation programs driven by community needs
 - Over 100 recreation programs for youth, adults and senior citizens are offered.

	2010 Registrations	2009 Registrations
Pre-school Activities	406 does not include open gym numbers)	575 does not include open gym numbers)
Youth Sports	514	526
Other Youth Activities	731	1014
Teens	475	400
Adult Sports	272 Teams	218 Teams
Other Adult Activities	135	193
Senior Center Membership	418	381
Senior Classes	420	392
Senior Special Events	3653	3632
Becker Concerts	375+	400+
Warming House	4578	4442
Community Events	4040+	4100+
Adaptive*	8	128

*We only offer integration services in 2010

- Many programs are cooperative with other cities/agencies.
- Both city-owned and school district owned facilities are used.
- Recreation brochure is published 4 times per year and combined with the city newsletter.
- On-Line registration is provided as well as in person, fax and telephone.
- Planning and operation of recreation facilities
 - Monitor the use of the 28 city parks and facilities.
 - 2010 –77 picnic permits and 151 practice field permits issued
 - 2009 –89 picnic permits and 108 practice field permits issued
 - Operate the Crystal Aquatic Center.
 - Operate the Crystal Community Center, a 32,000 square foot community/senior center.
- In cooperation with the City Engineer and Public Works Department, development, design, and maintenance of parks and park facilities.
- The Department works closely with the Parks and Recreation Advisory Commission, holding 4 neighborhood meetings each year as well as other community meetings as needed on park issues.
 - 2011 schedule: Twin Oak, Yunker, Forest and Broadway Parks.

Funding Sources

The Department is funded through the General Fund. Recreation program receipts cover 30.9% of the total department expenditures.

2012 Goals and Objectives

- To identify and provide quality leisure services and recreation facilities in the most efficient manner and at a fair and reasonable cost to the taxpayer
- To consult and cooperate with community groups/agencies to ensure a broad range of recreation opportunities are available and minimize the duplication of services.
- To maintain a program of continual evaluation and assessment of community recreational services in order to plan various forms of leisure activities which meet the needs and desires of our citizens
- To promote and publicize leisure services and programs for all ages and all members of the community including our immigrant population.
- To provide quality customer service.
- With the Park and Recreation Commission and Public Works/City Engineer, analyze and develop plans for improvements to existing facilities through implementation of the Commission Long Range plan.
- To coordinate the activities of the Park and Recreation Commission.
- Maintain current level of recreation programming.
- To provide several community special events throughout the year.
- To work with the Administration Department on revamping the City Newsletter- Recreation Brochure.

Budget Highlights:

Line Item/Description	Amount	Discussion
6305 Contractual Services	69,250	Increase of \$2,950: increase in some programming areas - new programs for youth and adults, adult exercise, and community events
6320 LOGIS	24,136	Increase of \$2,454: Increase by LOGIS for operation of CLASS system for registration and facility bookings
6605 Postage	3,500	Decrease of \$5,000: Brochure postage now combined with Adm. Dept.
6655	0	Decrease of \$15,700: All brochure costs are in Adm. Dept.

Crystal Community Center Department Profile and Budget Summary

The Recreation Department is charged with the general operation of the Crystal Community Center facility. This responsibility includes: scheduling space for recreation activities, community groups and other renters; processing payments and deposits; making recommendations on rental rates, scheduling staff and working with the Public Works department on building maintenance needs.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Recreation Director	0.00	0.00	0.00	0.00
Facilities Supervisor	1.00	1.00	1.00	1.00
Community Center Supervisors	0.47	0.48	0.48	0.48
Custodians	1.69	1.66	1.60	1.75
Temporary Staff	1.21	1.12	1.20	1.28

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **Recreation Director:** Directs all operations and functions of the department, including recreation programs, Community Center, Performing Arts Center and outdoor Municipal Pool. Assure continual improvement in recreation service.
- **Facilities Supervisor:** Plan, develop, implement and administer recreational opportunities through recreation program development and coordination and facility management to meet the needs and plans of the City, department and community.
- **Community Center Supervisor (1):** Under supervision of the Facilities/Recreation Supervisor, provides general supervision of the community center facility by maintaining a safe and orderly facility while enforcing necessary regulations.
- **Custodians (1.75):** Provide and monitor janitorial and light maintenance services to City buildings with primary responsibility being the Crystal Community Center.
- **Temporary Staff:** Includes substitute building supervisors, wedding workers and open gym supervisors.

Functions and Products

- Provide CCC and Forest School facility for rental space and recreation programs.

	<u>2010</u>	<u>2009</u>
CCC – Rental Permits	346	337
CCC – Recreation Program Permits	247	279
Forest – Rental Permits	25	15
Forest – School Use Permits	9	6
Forest – Recreation Program Permits	32	24

Funding Sources

The Department is funded by the General Fund. Fees are charged for rentals and programs. The Department is 26.2% fee supported.

2012 Goals and Objectives

- Provide for maintenance and operation expenses for the CCC facility.
- Keep the CCC building in good repair by fixing things promptly.
- Provide quality customer service.
- To further develop the community-school concept at the Forest Community Gyms providing recreation programs in partnership with the school and the community.
- To provide supervision of the Forest facility during programming and rental hours.

Budget Highlights:

Line Item/Description	Amount	Discussion
Utilities	82,300	Increase of 6400: Electric service and city utility charge increases

Waterslide/Swimming Pool Department Profile and Budget Summary

The Recreation Department is charged with the general operation of the Crystal Municipal Pool facility. This responsibility includes: planning the swim instructional program; hiring and training seasonal staff; recommending fees for lessons, season tickets, and general admissions; operating a concession stand; working with the Public Works Department on maintenance needs.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Pool support staff	4.23	3.93	4.48	5.43
Water Safety Instructors	0.54	0.52	0.57	0.60
Cashier/Concession Worker	0.54	0.57	0.00	0.00
Pool/Waterslide Total	5.31	5.02	5.05	6.03

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- **Recreation Director:** Directs all operations and functions of the department, including recreation programs, Community Center, Performing Arts Center and outdoor Municipal Pool. Assure continual improvement in recreation service.
- **Facilities Supervisor:** Plan, develop, implement and administer recreational opportunities through recreation program development and coordination and facility management to meet the needs and plans of the City, department and community.
- **Seasonal Positions:**
 - Pool Manager/Assistant Managers: Responsible for the overall daily operation of the pool.
 - Guest Services Manager: Responsible for the front desk and concessions operation; oversees money handling.
 - Lifeguards: Responsible for general safety
 - Water Safety Instructors: Swim lesson instructors
 - Cashier: Receives admissions
 - Concession Worker: Prepares and sells food
 - Support Staff – slide attendant, crossing guard, custodial, deck attendant, night watch: Responsible for cleaning and maintenance.

Functions and Products

- Provide a clean, safe environment for people of all ages to enjoy recreational swimming.
 2010 Attendance – 35,681
 2010 Passes Sold - 671
 2009 Attendance – 33,413
 2009 Passes Sold - 737
- Offer a variety of levels of swim lessons for adults and children.
 2010 – 507 swim lesson registrations
 2009 – 518 swim lesson registrations
- Offer a variety of special events in the pool.
 2010 events include: Dive in Movie, Splash Bash, Little Splashers Pool Time, and Moonlight Teen Swim.
- A joint season ticket program with New Hope; tickets are good at both pools.
- A reciprocity program with Robbinsdale – Crystal residents between weight/exercise room in Robbinsdale and swimming lessons at Crystal.
- Provide coupons in local mailings for discount pool admissions.
- Provide group rentals and birthday party events.
- Provide a concession stand and vending area with various refreshments for pool patrons.

Funding Sources

The Department is funded by the General Fund. Revenue is generated and the Department is 71.2% fee supported through sales of season tickets, daily admissions and concessions sales.

2012 Goals and Objectives

- To provide a 10 week swimming season
- To provide a concession stand in combination with the vending area
- To monitor the overall operation for the concession area.
- To provide appropriate levels of supervision/staffing/maintenance to coincide with usage.
- Maintain swimming pool facility and programs including special events.
- Continue extended hours to 9 p.m. on Tuesdays, Thursdays and Saturdays.
- Maintain the facility in good, safe working order.
- Work with New Hope to evaluate fees charged for the season tickets and daily admissions.
- Maintain joint season ticket program with New Hope with an early bird rate then an increased rate.
- Continue reciprocity program with Robbinsdale regarding swim lessons and gym memberships.
- Continue working with the Public Works Department on pool maintenance.

Budget Highlights:

Line Item/Description	Amount	Discussion
Various		Increases in various accounts are due to being open 1 more week – 2012 will be a 10 week season. Increases in concessions supplies and staffing to reinstate the limited service concession stand

Transfers to Other Funds Budget Summary

The purpose of this department is to summarize transfers to other funds, as approved by the City Council.

- Permanent Improvement Revolving Fund (PIR) transfer - This transfer provides money for the City's long-term capital improvements, equipment replacement and future city building improvement costs. The 2011 budget reduced the transfer to \$493,250 or \$127,850 less than the 2010 transfer in order to reduce the final property tax levy. In the 2012 budget, the transfer is increased to \$659,000, or 3% more than what the 2011 transfer would have been with a 3% increase over 2010.
- Police Equipment Revolving Fund (PERF) transfer – This fund was established to account for the police department's capital needs in a manner similar to the PIR Fund. It was created from a surplus remaining after the old Crystal Police Relief Association was merged in the State of Minnesota PERA plan. The fund is supported by investment income and a transfer from the General Fund. Support continues in the 2012 budget with a transfer of \$114,400. This is more than a 3% increase over the 2011 transfer, reflecting the fact that there is a permanent increase in the need for capital equipment purchases by the Police Department.
- Fire Equipment Revolving Fund (FERF) transfer – This fund was established to provide for the City of Crystal's share of the West Metro Fire District's capital needs in a manner similar to the PERF Fund. The fund has been supported by an annual budgeted transfer from the General Fund. The fund first received transfers in 2007. Starting with the 2012 budget, there will no longer be an annual budgeted transfer from the General Fund. Instead, the City Council will periodically transfer funds from the General Fund when the adequate fund balance formula shows that there are funds in excess of the working capital requirements.
- Street Maintenance Fund transfer – Resolution 2000-12 established the Street Maintenance Fund to provide for the sealcoating of streets so that residents would not be levied special assessments for sealcoating of streets while they were still paying the special assessment related to the reconstruction of their street. Overlays of the streets, needed about once every 20 years, will still be paid for by special assessment. This program applies to streets that have been reconstructed under the City's street improvement program. The transfer is set at \$69,300 for 2012.

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00100 GENERAL						
04 MAYOR AND COUNCIL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	56,062	57,884	57,224	57,888	58,463	58,463
6003 TOTAL SALARIES AND WAGES	56,062	57,884	57,224	57,888	58,463	58,463
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	3,813	3,937	3,886	4,428	4,472	4,472
6120 PERA - DCP	1,920	1,586	1,553	1,983	1,602	1,602
6150 LIFE INSURANCE	778					
6185 WORKERS COMP INSURANCE	67	81	103	116	117	117
6100 TOTAL EMPLOYEE BENEFITS	6,578	5,603	5,542	6,527	6,191	6,191
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	9,759	11,789	127	9,888	36,888	36,888
6200 TOTAL PROFESSIONAL SERVICES	9,759	11,789	127	9,888	36,888	36,888
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,931	1,305	943	1,200	1,200	1,200
6500 TOTAL SUPPLIES	1,931	1,305	943	1,200	1,200	1,200
6600 TOTAL COMMUNICATIONS						
6615 COMMUNICATION CONNECT CHARGES					1,750	1,750
6600 TOTAL COMMUNICATIONS					1,750	1,750
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	95	24		200	200	200
6650 TOTAL PRINTING AND ADVERTISING	95	24		200	200	200
6700 TOTAL INSURANCE						
6705 INSURANCE	1,299	1,334	1,529	638	506	506
6700 TOTAL INSURANCE	1,299	1,334	1,529	638	506	506
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	10,328	5,586	157	4,170	4,170	4,170
6820 DUES AND SUBSCRIPTIONS	36,874	39,034	27,393	23,394	22,630	22,630
6830 LICENSES AND TAXES		4,260	1,875			
6850 AWARDS	5,915	4,486	12,259	5,160	4,285	4,285
6800 TOTAL MISCELLANEOUS	53,117	53,366	41,684	32,724	31,085	31,085
7300 TOTAL CONTINGENCY						
7305 CONTINGENCY RESERVE				20,200	28,000	28,000
7300 TOTAL CONTINGENCY				20,200	28,000	28,000
6001 EXPENDITURES AND EXPENSES	128,841	131,305	107,049	129,265	164,283	164,283
04 MAYOR AND COUNCIL	128,841	131,305	107,049	129,265	164,283	164,283

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
06 ADMINISTRATION						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	515,944	539,832	551,983	569,909	552,361	552,361
6015 OVERTIME-REGULAR EMPLOYEES		1,290	167	250	250	250
6022 SUPERVISOR DISCRETION AWARDS	200					
6003 TOTAL SALARIES AND WAGES	516,144	541,123	552,150	570,159	552,611	552,611
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	38,031	38,985	39,646	42,491	41,038	41,038
6110 PERA - COORDINATED	33,513	36,708	38,960	41,337	40,064	40,064
6140 HEALTH INSURANCE	33,529	42,988	49,813	59,830	52,124	52,124
6142 HEALTH SAVINGS ACCOUNTS		1,557	1,854			
6145 DENTAL INSURANCE	945	928	1,019	1,110	1,110	1,110
6150 LIFE INSURANCE	541	671	510	519	519	519
6155 RETIRE HLTH SAVINGS PLAN	5,377	4,777	5,854	5,464	5,645	5,645
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6185 WORKERS COMP INSURANCE	2,299	2,926	3,071	3,477	3,359	3,359
6100 TOTAL EMPLOYEE BENEFITS	120,235	135,542	146,727	160,228	149,859	149,859
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	8,709	5,386	4,982	6,000	6,000	6,000
6225 BANK CHARGES / CR CARD FEES	97	158	123	360	360	360
6200 TOTAL PROFESSIONAL SERVICES	8,806	5,544	5,105	6,360	6,360	6,360
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	24,515	25,669	43,848	29,076	41,129	41,129
6300 TOTAL CONTRACTUAL SERVICES	24,515	25,669	43,848	29,076	41,129	41,129
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	23,021	15,309	15,858	25,000	22,000	22,000
6440 TOTAL REPAIR & MAINT SERVICES	23,021	15,309	15,858	25,000	22,000	22,000
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	426	429	193			
6480 TOTAL RENTALS	426	429	193			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	27,309	24,826	23,440	25,000	25,000	25,000
6535 EQUIP MAINT SUPPLIES	818	301	560	500	500	500
6500 TOTAL SUPPLIES	28,127	25,126	23,999	25,500	25,500	25,500
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	48,066	45,116	28,104	40,000	30,000	30,000
6610 PHONE SERVICES	1,243	1,208	1,316	1,500	1,500	1,500
6615 COMMUNICATION CONNECT CHARGES	270	270	270	270	270	270
6620 DELIVERY CHARGES	935	492	264	650	650	650
6600 TOTAL COMMUNICATIONS	50,514	47,087	29,954	42,420	32,420	32,420
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	33,099	22,658	12,071	16,700	40,000	40,000
6660 PRINTING - NOTICES/ORDINANCES	1,001	543	1,746	1,000	1,000	1,000
6665 PRINTING - GENERAL	408	745	646	1,000	1,000	1,000
6650 TOTAL PRINTING AND ADVERTISING	34,508	23,946	14,463	18,700	42,000	42,000

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6700 TOTAL INSURANCE						
6705 INSURANCE	2,932	2,983	3,558	4,008	4,626	4,626
6700 TOTAL INSURANCE	2,932	2,983	3,558	4,008	4,626	4,626
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	11,542	6,769	7,518	11,500	12,000	12,000
6820 DUES AND SUBSCRIPTIONS	3,203	4,389	3,671	4,660	4,700	4,700
6830 LICENSES AND TAXES	683					
6850 AWARDS	4,549	5,170	3,597	4,000	4,500	4,500
6800 TOTAL MISCELLANEOUS	19,976	16,328	14,786	20,160	21,200	21,200
6001 EXPENDITURES AND EXPENSES	829,204	839,085	850,641	901,611	897,705	897,705
06 ADMINISTRATION	829,204	839,085	850,641	901,611	897,705	897,705

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
08 HUMAN RESOURCES DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6020 COMPENSATION PROGRAM	9,750	1,750				
6003 TOTAL SALARIES AND WAGES	9,750	1,750				
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	746	134				
6110 PERA - COORDINATED	618	118				
6180 EDUCATIONAL ASSISTANCE	16,536	27,890	8,513	10,000	10,000	10,000
6100 TOTAL EMPLOYEE BENEFITS	17,899	28,142	8,513	10,000	10,000	10,000
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	25,881	29,041	20,288	30,000	30,000	30,000
6270 MEDICAL EXAMS & EVALUATIONS	9,926	4,295	931	5,000	5,000	5,000
6200 TOTAL PROFESSIONAL SERVICES	35,807	33,336	21,220	35,000	35,000	35,000
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	5,057	5,853	7,149	7,598	12,739	12,739
6300 TOTAL CONTRACTUAL SERVICES	5,057	5,853	7,149	7,598	12,739	12,739
6600 TOTAL COMMUNICATIONS						
6650 TOTAL PRINTING AND ADVERTISING						
6695 ADVERTISING - EMPLOYMENT	8,333	2,732	3,284	6,000	4,000	4,000
6650 TOTAL PRINTING AND ADVERTISING	8,333	2,732	3,284	6,000	4,000	4,000
6700 TOTAL INSURANCE						
6705 INSURANCE	116	142	179	135	122	122
6700 TOTAL INSURANCE	116	142	179	135	122	122
6001 EXPENDITURES AND EXPENSES	76,962	71,955	40,345	58,733	61,861	61,861
08 HUMAN RESOURCES DEPARTMENT	76,962	71,955	40,345	58,733	61,861	61,861

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
10 ASSESSING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	38,284	39,180	38,746	39,247	39,728	39,728
6015 OVERTIME-REGULAR EMPLOYEES			164			
6003 TOTAL SALARIES AND WAGES	38,284	39,180	38,910	39,247	39,728	39,728
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	2,713	2,646	2,609	3,002	3,039	3,039
6110 PERA - COORDINATED	2,518	2,709	2,838	2,845	2,880	2,880
6140 HEALTH INSURANCE	7,461	8,550	9,915	11,096	9,614	9,614
6150 LIFE INSURANCE	31	31	17	17	17	17
6155 RETIRE HLTH SAVINGS PLAN	602	614	610	527	531	531
6185 WORKERS COMP INSURANCE	187	221	230	255	258	258
6100 TOTAL EMPLOYEE BENEFITS	13,513	14,771	16,219	17,742	16,339	16,339
6200 TOTAL PROFESSIONAL SERVICES						
6210 ASSESSOR SERVICES - HENN CO	131,075	127,117	134,783	139,000	143,170	143,170
6320 LOGIS SERVICES					11,000	11,000
6200 TOTAL PROFESSIONAL SERVICES	131,075	127,117	134,783	139,000	154,170	154,170
6600 TOTAL COMMUNICATIONS						
6615 COMMUNICATION CONNECT CHARGES	1,715	2,220	1,992	1,800	1,800	1,800
6600 TOTAL COMMUNICATIONS	1,715	2,220	1,992	1,800	1,800	1,800
6700 TOTAL INSURANCE						
6705 INSURANCE	249	254	284	318	363	363
6700 TOTAL INSURANCE	249	254	284	318	363	363
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		265	7	50		
6800 TOTAL MISCELLANEOUS		265	7	50		
6001 EXPENDITURES AND EXPENSES	184,835	183,807	192,194	198,157	212,400	212,400
10 ASSESSING DEPARTMENT	184,835	183,807	192,194	198,157	212,400	212,400

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
12 LEGAL DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6250 LEGAL SERVICES - GENERAL	88,772	85,583	80,146	70,000	80,000	80,000
6255 LEGAL SERVICES - H RESOURCES		512		2,000		
6200 TOTAL PROFESSIONAL SERVICES	88,772	86,094	80,146	72,000	80,000	80,000
6001 EXPENDITURES AND EXPENSES	88,772	86,094	80,146	72,000	80,000	80,000
12 LEGAL DEPARTMENT	88,772	86,094	80,146	72,000	80,000	80,000

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
14 ELECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES	70		565	500	565	565
6050 SALARIES/WAGES-TEMP EMPLOYEES	34,148		31,430	500	33,653	33,653
6003 TOTAL SALARIES AND WAGES	34,218		31,994	1,000	34,218	34,218
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE			43	38	43	43
6110 PERA - COORDINATED			35	36	41	41
6185 WORKERS COMP INSURANCE	3		28	3	4	4
6100 TOTAL EMPLOYEE BENEFITS	3		106	77	88	88
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	3,502	1,496	2,850	3,000	3,000	3,000
6440 TOTAL REPAIR & MAINT SERVICES	3,502	1,496	2,850	3,000	3,000	3,000
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	300		454	450	450	450
6480 TOTAL RENTALS	300		454	450	450	450
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	2,404	1,609	2,159	100	2,200	2,200
6500 TOTAL SUPPLIES	2,404	1,609	2,159	100	2,200	2,200
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	952	291		500	750	750
6620 DELIVERY CHARGES	13		587	100	215	215
6600 TOTAL COMMUNICATIONS	965	291	587	600	965	965
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	281		450	100	300	300
6665 PRINTING - GENERAL	1,559		1,951	1,100	2,000	2,000
6650 TOTAL PRINTING AND ADVERTISING	1,840		2,401	1,200	2,300	2,300
6700 TOTAL INSURANCE						
6705 INSURANCE	19	145	23	196	34	34
6700 TOTAL INSURANCE	19	145	23	196	34	34
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	254		199		125	125
6800 TOTAL MISCELLANEOUS	254		199		125	125
6001 EXPENDITURES AND EXPENSES	43,505	3,541	40,774	6,623	43,380	43,380
14 ELECTION DEPARTMENT	43,505	3,541	40,774	6,623	43,380	43,380

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
16 FINANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	263,564	287,832	268,855	269,981	274,017	274,017
6015 OVERTIME-REGULAR EMPLOYEES	511	3,784	5,964	2,400	3,600	3,600
6022 SUPERVISOR DISCRETION AWARDS	200					
6050 SALARIES/WAGES-TEMP EMPLOYEES		918	4,369			
6003 TOTAL SALARIES AND WAGES	264,275	292,534	279,188	272,381	277,617	277,617
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	19,012	21,561	20,385	20,837	21,238	21,238
6110 PERA - COORDINATED	17,155	19,679	19,261	19,748	20,127	20,127
6140 HEALTH INSURANCE	24,111	27,096	33,931	39,443	33,950	33,950
6142 HEALTH SAVINGS ACCOUNTS		1,557	1,854			
6145 DENTAL INSURANCE	264	528	528	528	528	528
6150 LIFE INSURANCE	146	158	80	81	81	81
6155 RETIRE HLTH SAVINGS PLAN	3,126	3,319	2,892	2,973	3,002	3,002
6185 WORKERS COMP INSURANCE	1,300	1,719	1,641	1,792	1,806	1,806
6195 COMPENSATED ABSENCES		345				
6100 TOTAL EMPLOYEE BENEFITS	65,113	75,962	80,571	85,402	80,732	80,732
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,129	7,562	3,114	3,300	3,647	3,647
6215 AUDIT SERVICES	25,500	25,500	26,200	25,900	26,500	26,500
6200 TOTAL PROFESSIONAL SERVICES	28,629	33,062	29,314	29,200	30,147	30,147
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	475	656	565	900	720	720
6320 LOGIS SERVICES	36,810	39,998	43,539	45,504	45,752	45,752
6300 TOTAL CONTRACTUAL SERVICES	37,285	40,655	44,103	46,404	46,472	46,472
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	674	674	674	720	810	810
6440 TOTAL REPAIR & MAINT SERVICES	674	674	674	720	810	810
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	866	452	1,014	1,000	1,000	1,000
6500 TOTAL SUPPLIES	866	452	1,014	1,000	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	198	206	209	240	210	210
6620 DELIVERY CHARGES	80	47	52	100	70	70
6600 TOTAL COMMUNICATIONS	278	253	261	340	280	280
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	3,148	2,829	2,659	3,300	3,000	3,000
6665 PRINTING - GENERAL	1,098	1,479	901	1,800	1,440	1,440
6650 TOTAL PRINTING AND ADVERTISING	4,246	4,308	3,560	5,100	4,440	4,440
6700 TOTAL INSURANCE						
6705 INSURANCE	2,408	2,692	3,121	3,438	3,871	3,871
6700 TOTAL INSURANCE	2,408	2,692	3,121	3,438	3,871	3,871
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	2,065	1,433	104	2,100	1,800	1,800

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6820 DUES AND SUBSCRIPTIONS	335	405	430	420	450	450
6840 BOOKS AND PUBLICATIONS		52	40	180	60	60
6800 TOTAL MISCELLANEOUS	2,400	1,890	574	2,700	2,310	2,310
6001 EXPENDITURES AND EXPENSES	406,173	452,482	442,380	446,685	447,679	447,679
16 FINANCE DEPARTMENT	406,173	452,482	442,380	446,685	447,679	447,679

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
18 POLICE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	2,384,725	2,522,218	2,515,475	2,632,310	2,694,467	2,694,467
6015 OVERTIME-REGULAR EMPLOYEES	167,379	127,670	111,109	140,000	140,000	140,000
6022 SUPERVISOR DISCRETION AWARDS	150					
6050 SALARIES/WAGES-TEMP EMPLOYEES	341		7,097			
6003 TOTAL SALARIES AND WAGES	2,552,596	2,649,888	2,633,681	2,772,310	2,834,467	2,834,467
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	55,587	60,801	57,808	63,489	65,155	65,155
6110 PERA - COORDINATED	26,572	27,761	27,581	33,963	34,933	34,933
6115 PERA - POLICE	269,104	307,390	307,062	331,755	338,779	338,779
6140 HEALTH INSURANCE	263,425	303,974	346,443	406,702	329,520	329,520
6142 HEALTH SAVINGS ACCOUNTS	1,343	1,557	4,481			
6145 DENTAL INSURANCE	4,488	5,060	5,016	5,016	5,016	5,016
6150 LIFE INSURANCE	1,533	1,589	876	989	989	989
6155 RETIRE HLTH SAVINGS PLAN	50,455	52,706	55,891	55,391	57,190	57,190
6170 CLOTHING ALLOWANCE	36,562	28,204	14,093	19,500	25,000	25,000
6185 WORKERS COMP INSURANCE	60,561	68,692	66,183	77,077	78,751	78,751
6190 UNEMPLOYMENT INSURANCE	196		2,111			
6195 COMPENSATED ABSENCES	20,017	9,400	10,529			
6100 TOTAL EMPLOYEE BENEFITS	789,843	867,134	898,073	993,882	935,333	935,333
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	30,089	31,864	36,952	50,000	54,500	54,500
6225 BANK CHARGES / CR CARD FEES	113	118	125	120	120	120
6260 LEGAL SERVICES - PROSECUTION	85,471	104,416	100,862	100,000	105,000	105,000
6200 TOTAL PROFESSIONAL SERVICES	115,673	136,398	137,939	150,120	159,620	159,620
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	58,988	60,551	70,246	71,854	74,235	74,235
6325 PRISONER SERVICES	36,193	49,410	58,717	49,500	52,000	52,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	49,523	50,839	36,067	37,947	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	14,996	16,443	19,620	18,700	20,500	20,500
6337 AUTOMATED PAWN SYS -CITY/MPLS	13,353	11,895	12,587	12,000	12,000	12,000
6300 TOTAL CONTRACTUAL SERVICES	173,053	189,138	197,237	190,001	197,235	197,235
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	117					
6400 TOTAL UTILITIES	117					
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	4,061	1,960	6,060	5,000	5,500	5,500
6455 VEHICLE R & M SERVICES	23,215	27,814	15,350	26,000	26,000	26,000
6470 SERVICE CONTRACTS	6,674	7,416	5,115	7,500	7,500	7,500
6440 TOTAL REPAIR & MAINT SERVICES	33,951	37,190	26,525	38,500	39,000	39,000
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS		257				
6490 RENTALS - OFFICE EQUIPMENT	3,791	4,907	5,304	6,000	6,000	6,000
6480 TOTAL RENTALS	3,791	5,163	5,304	6,000	6,000	6,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	23,741	20,378	20,091	23,500	23,500	23,500

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6515 AMMUNITION & GUN RANGE USE	9,478	5,255	10,126	7,000	7,000	7,000
6525 BLDG REPAIR/MAINT SUPPLIES	1,168	493	132	1,000	1,000	1,000
6535 EQUIP MAINT SUPPLIES	545	2,005	1,951	2,000	3,500	3,500
6540 VEHICLE SUPPLIES	12,225	10,455	17,299	13,500	15,500	15,500
6545 MOTOR FUELS	86,989	53,854	83,553	63,000	104,500	104,500
6555 SAFETY SUPPLIES	422	473	587	600	600	600
6500 TOTAL SUPPLIES	134,566	92,914	133,737	110,600	155,600	155,600
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	28,255	12,516	12,560	16,000	14,000	14,000
6615 COMMUNICATION CONNECT CHARGES	25,409	44,488	37,915	42,000	45,000	45,000
6600 TOTAL COMMUNICATIONS	53,665	57,005	50,476	58,000	59,000	59,000
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	3,991	2,132	2,985	3,500	3,000	3,000
6650 TOTAL PRINTING AND ADVERTISING	3,991	2,132	2,985	3,500	3,000	3,000
6700 TOTAL INSURANCE						
6705 INSURANCE	20,273	20,787	24,470	26,339	29,292	29,292
6700 TOTAL INSURANCE	20,273	20,787	24,470	26,339	29,292	29,292
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	22,779	18,520	22,962	23,800	24,800	24,800
6820 DUES AND SUBSCRIPTIONS	1,398	2,163	850	2,400	2,000	2,000
6830 LICENSES AND TAXES	1,459	1,350	875	1,500	1,800	1,800
6840 BOOKS AND PUBLICATIONS	892	1,204	62	800	800	800
6850 AWARDS	424	386	393	600	500	500
6875 BAD DEBT		310				
6880 SWAT	5,948	6,151	7,832	7,000	7,000	7,000
6881 COMPLIANCE CHECKS	244	159	212	200	250	250
6882 CRIME PREV & COMM POLICING	4,103	3,429	5,214	5,000	5,300	5,300
6883 NEIGHBORHOOD OUTREACH	9,408	1,761	3,428	3,000	3,200	3,200
6800 TOTAL MISCELLANEOUS	46,655	35,433	41,829	44,300	45,650	45,650
6001 EXPENDITURES AND EXPENSES	3,928,173	4,093,181	4,152,255	4,393,552	4,464,197	4,464,197
18 POLICE DEPARTMENT	3,928,173	4,093,181	4,152,255	4,393,552	4,464,197	4,464,197

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20 FIRE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES	1,061,312	1,046,551	999,908	991,617	964,578	964,578
6200 TOTAL PROFESSIONAL SERVICES	1,061,312	1,046,551	999,908	991,617	964,578	964,578
6700 TOTAL INSURANCE						
6705 INSURANCE			269	245	257	257
6700 TOTAL INSURANCE			269	245	257	257
6001 EXPENDITURES AND EXPENSES	1,061,312	1,046,551	1,000,177	991,862	964,835	964,835
20 FIRE DEPARTMENT	1,061,312	1,046,551	1,000,177	991,862	964,835	964,835

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
22 PLANNING & CODE ENFORCEMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	122,657	140,866	146,078	147,190	150,623	150,623
6015 OVERTIME-REGULAR EMPLOYEES	1,106	187	506	1,258	1,288	1,288
6050 SALARIES/WAGES-TEMP EMPLOYEES	4,922	362				
6003 TOTAL SALARIES AND WAGES	128,685	141,415	146,584	148,448	151,911	151,911
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	9,208	10,301	10,637	11,356	11,621	11,621
6110 PERA - COORDINATED	7,717	9,149	9,667	10,762	11,014	11,014
6140 HEALTH INSURANCE	15,323	17,611	20,031	22,941	19,869	19,869
6142 HEALTH SAVINGS ACCOUNTS			977			
6145 DENTAL INSURANCE	132	132	138	132	132	132
6150 LIFE INSURANCE	86	86	48	47	47	47
6155 RETIRE HLTH SAVINGS PLAN	615	615	1,059	1,662	1,685	1,685
6185 WORKERS COMP INSURANCE	370	531	631	727	744	744
6100 TOTAL EMPLOYEE BENEFITS	33,452	38,426	43,188	47,627	45,112	45,112
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,210	863	2,705	750	750	750
6200 TOTAL PROFESSIONAL SERVICES	1,210	863	2,705	750	750	750
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	75	111	66	100	100	100
6440 TOTAL REPAIR & MAINT SERVICES	75	111	66	100	100	100
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	2,503	417				
6480 TOTAL RENTALS	2,503	417				
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	488	497	70	500	400	400
6540 VEHICLE SUPPLIES	2		254	100	100	100
6545 MOTOR FUELS	1,386	743	1,166	900	1,450	1,450
6500 TOTAL SUPPLIES	1,876	1,240	1,490	1,500	1,950	1,950
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	1,858					
6610 PHONE SERVICES	442	439	444	450	250	250
6620 DELIVERY CHARGES		19	26	50	50	50
6600 TOTAL COMMUNICATIONS	2,300	458	470	500	300	300
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	1,037	1,071	686	1,000	1,000	1,000
6665 PRINTING - GENERAL	4,046	949	356	1,000	1,000	1,000
6650 TOTAL PRINTING AND ADVERTISING	5,083	2,019	1,042	2,000	2,000	2,000
6700 TOTAL INSURANCE						
6705 INSURANCE	890	835	968	1,063	1,200	1,200
6700 TOTAL INSURANCE	890	835	968	1,063	1,200	1,200
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	616	44	35	500	500	500
6820 DUES AND SUBSCRIPTIONS	1,131	861	250	300		

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6830 LICENSES AND TAXES	15		15	40	40	40
6875 BAD DEBT	833		12,168			
6800 TOTAL MISCELLANEOUS	2,595	905	12,468	840	540	540
6001 EXPENDITURES AND EXPENSES	178,670	186,688	208,981	202,828	203,863	203,863
22 PLANNING & CODE ENFORCEMENT	178,670	186,688	208,981	202,828	203,863	203,863

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
24 BLDG INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	138,735	138,785	141,353	143,601	146,822	146,822
6015 OVERTIME-REGULAR EMPLOYEES	745	45		478	493	493
6022 SUPERVISOR DISCRETION AWARDS	50					
6003 TOTAL SALARIES AND WAGES	139,530	138,829	141,353	144,079	147,315	147,315
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	8,882	9,808	9,980	11,022	11,270	11,270
6110 PERA - COORDINATED	9,114	9,034	9,334	10,446	10,680	10,680
6140 HEALTH INSURANCE	17,961	17,560	20,490	22,695	17,502	17,502
6145 DENTAL INSURANCE		106	110	106	106	106
6150 LIFE INSURANCE	102	104	58	56	56	56
6155 RETIRE HLTH SAVINGS PLAN	1,249	735	753	1,454	1,468	1,468
6185 WORKERS COMP INSURANCE	452	524	623	723	739	739
6100 TOTAL EMPLOYEE BENEFITS	37,761	37,870	41,347	46,502	41,821	41,821
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		7,670				
6225 BANK CHARGES / CR CARD FEES	4,734	3,805	4,701	6,000	6,000	6,000
6200 TOTAL PROFESSIONAL SERVICES	4,734	11,475	4,701	6,000	6,000	6,000
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	24,083	24,127	24,223	24,096	23,799	23,799
6300 TOTAL CONTRACTUAL SERVICES	24,083	24,127	24,223	24,096	23,799	23,799
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	1,386	24	199	100	100	100
6440 TOTAL REPAIR & MAINT SERVICES	1,386	24	199	100	100	100
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	147	768	213	300	300	300
6540 VEHICLE SUPPLIES	16	12	21	100	100	100
6545 MOTOR FUELS	1,163	684	1,052	900	1,300	1,300
6500 TOTAL SUPPLIES	1,326	1,463	1,287	1,300	1,700	1,700
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	507	523	484	600	400	400
6600 TOTAL COMMUNICATIONS	507	523	484	600	400	400
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	48	64		100		
6650 TOTAL PRINTING AND ADVERTISING	48	64		100		
6700 TOTAL INSURANCE						
6705 INSURANCE	1,078	1,037	1,103	1,221	1,357	1,357
6700 TOTAL INSURANCE	1,078	1,037	1,103	1,221	1,357	1,357
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,320	880	975	1,000	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	320	100	300	350	350	350
6830 LICENSES AND TAXES	29		84	50	50	50
6840 BOOKS AND PUBLICATIONS	284		275	100	100	100
6800 TOTAL MISCELLANEOUS	1,953	980	1,633	1,500	1,500	1,500

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6001 EXPENDITURES AND EXPENSES	212,407	216,392	216,330	225,498	223,992	223,992
24 BLDG INSPECTION DEPARTMENT	212,407	216,392	216,330	225,498	223,992	223,992

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
26 HOUSING INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	122,998	126,117	127,899	131,611	134,498	134,498
6015 OVERTIME-REGULAR EMPLOYEES		67				
6003 TOTAL SALARIES AND WAGES	122,998	126,184	127,899	131,611	134,498	134,498
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	9,343	9,997	10,131	10,068	10,289	10,289
6110 PERA - COORDINATED	8,035	8,859	9,407	9,542	9,751	9,751
6140 HEALTH INSURANCE	11,637	14,569	17,124	14,459	9,225	9,225
6145 DENTAL INSURANCE	264	370	374	264	264	264
6150 LIFE INSURANCE	100	117	64	55	55	55
6155 RETIRE HLTH SAVINGS PLAN	1,153	1,612	1,619	1,437	1,452	1,452
6185 WORKERS COMP INSURANCE	411	532	648	643	657	657
6100 TOTAL EMPLOYEE BENEFITS	30,943	36,055	39,367	36,468	31,693	31,693
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	250	250	250	250	250	250
6225 BANK CHARGES / CR CARD FEES	246	437	537	500	500	500
6200 TOTAL PROFESSIONAL SERVICES	496	687	787	750	750	750
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	1,485	1,485	1,485	1,485	1,485	1,485
6300 TOTAL CONTRACTUAL SERVICES	1,485	1,485	1,485	1,485	1,485	1,485
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	27	211	11	50	50	50
6440 TOTAL REPAIR & MAINT SERVICES	27	211	11	50	50	50
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	5,006	834				
6480 TOTAL RENTALS	5,006	834				
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	16	21		75	75	75
6540 VEHICLE SUPPLIES	12	97	2	50	100	100
6545 MOTOR FUELS	1,553	587	721	750	900	900
6500 TOTAL SUPPLIES	1,581	705	723	875	1,075	1,075
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	307	288	280	300	300	300
6600 TOTAL COMMUNICATIONS	307	288	280	300	300	300
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	271	132	132	200	250	250
6650 TOTAL PRINTING AND ADVERTISING	271	132	132	200	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	834	790	832	921	1,039	1,039
6700 TOTAL INSURANCE	834	790	832	921	1,039	1,039
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	412	75	370	125	100	100
6830 LICENSES AND TAXES	15		15	15	15	15

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6875 BAD DEBT			5,992			
6800 TOTAL MISCELLANEOUS	426	75	6,377	140	115	115
6001 EXPENDITURES AND EXPENSES	164,376	167,445	177,894	172,800	171,255	171,255
26 HOUSING INSPECTION DEPARTMENT	164,376	167,445	177,894	172,800	171,255	171,255

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
28 HEALTH DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	14,566	14,355	15,088	14,790	15,075	15,075
6003 TOTAL SALARIES AND WAGES	14,566	14,355	15,088	14,790	15,075	15,075
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	1,114	814	846	1,131	1,153	1,153
6110 PERA - COORDINATED	910	665	691	1,072	1,093	1,093
6140 HEALTH INSURANCE	1,795	924	1,142	2,026	1,715	1,715
6145 DENTAL INSURANCE				26	26	26
6150 LIFE INSURANCE	8	4	3	5	5	5
6155 RETIRE HLTH SAVINGS PLAN	60	30	31	142	144	144
6185 WORKERS COMP INSURANCE	51	35	47	77	78	78
6100 TOTAL EMPLOYEE BENEFITS	3,939	2,473	2,760	4,479	4,214	4,214
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	55,000	5,986	4,002	6,000	4,000	4,000
6225 BANK CHARGES / CR CARD FEES	17					
6200 TOTAL PROFESSIONAL SERVICES	55,017	5,986	4,002	6,000	4,000	4,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	1,426					
6300 TOTAL CONTRACTUAL SERVICES	1,426					
6400 TOTAL UTILITIES						
6415 RUBBISH REMOVAL	7,194	6,656	2,504	6,000	4,500	4,500
6400 TOTAL UTILITIES	7,194	6,656	2,504	6,000	4,500	4,500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	276	264	318	200	100	100
6500 TOTAL SUPPLIES	276	264	318	200	100	100
6600 TOTAL COMMUNICATIONS						
6700 TOTAL INSURANCE						
6705 INSURANCE	109	109	125	136	134	134
6700 TOTAL INSURANCE	109	109	125	136	134	134
6800 TOTAL MISCELLANEOUS						
6875 BAD DEBT	75	572	1,194			
6800 TOTAL MISCELLANEOUS	75	572	1,194			
6001 EXPENDITURES AND EXPENSES	82,601	30,416	25,990	31,605	28,023	28,023
28 HEALTH DEPARTMENT	82,601	30,416	25,990	31,605	28,023	28,023

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
30 ENGINEERING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	230,352	237,216	236,781	238,798	242,418	242,418
6022 SUPERVISOR DISCRETION AWARDS	245					
6050 SALARIES/WAGES-TEMP EMPLOYEES		4,950		9,600	9,600	9,600
6003 TOTAL SALARIES AND WAGES	230,597	242,166	236,781	248,398	252,018	252,018
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	17,496	18,387	17,962	19,002	19,279	19,279
6110 PERA - COORDINATED	14,957	16,008	16,595	17,313	17,575	17,575
6140 HEALTH INSURANCE	11,718	13,492	20,648	24,648	21,132	21,132
6145 DENTAL INSURANCE	528	528	726	792	792	792
6150 LIFE INSURANCE	125	125	68	69	69	69
6155 RETIRE HLTH SAVINGS PLAN	2,617	2,674	2,674	2,737	2,765	2,765
6185 WORKERS COMP INSURANCE	670	828	1,021	1,167	1,184	1,184
6100 TOTAL EMPLOYEE BENEFITS	48,111	52,043	59,694	65,728	62,796	62,796
6200 TOTAL PROFESSIONAL SERVICES						
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES		143		150	150	150
6455 VEHICLE R & M SERVICES	12	26	15	150	150	150
6470 SERVICE CONTRACTS	258	288	373	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	270	456	389	600	600	600
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	935	642	1,041	1,000	1,000	1,000
6535 EQUIP MAINT SUPPLIES				200	200	200
6540 VEHICLE SUPPLIES	59	12	6	100	100	100
6545 MOTOR FUELS	812	352	685	480	850	850
6500 TOTAL SUPPLIES	1,807	1,006	1,733	1,780	2,150	2,150
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	1,091	906	880	1,000	900	900
6620 DELIVERY CHARGES	14					
6600 TOTAL COMMUNICATIONS	1,105	906	880	1,000	900	900
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL		52		100	100	100
6650 TOTAL PRINTING AND ADVERTISING		52		100	100	100
6700 TOTAL INSURANCE						
6705 INSURANCE	2,943	1,225	1,444	1,544	1,998	1,998
6700 TOTAL INSURANCE	2,943	1,225	1,444	1,544	1,998	1,998
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	3,246	1,897	1,218	1,000	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	1,113	375	571	1,000	700	700
6830 LICENSES AND TAXES	158		150	200	200	200
6800 TOTAL MISCELLANEOUS	4,516	2,272	1,939	2,200	1,900	1,900
6001 EXPENDITURES AND EXPENSES	289,349	300,126	302,859	321,350	322,462	322,462
30 ENGINEERING DEPARTMENT	289,349	300,126	302,859	321,350	322,462	322,462

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
32 STREET MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	456,128	471,738	445,619	427,833	439,533	439,533
6015 OVERTIME-REGULAR EMPLOYEES	3,393	4,446	9,255	5,000	5,000	5,000
6050 SALARIES/WAGES-TEMP EMPLOYEES				16,640	18,000	18,000
6060 DEMO REIMB FROM EDA/TIF FUNDS			28,131-	8,100-	14,000-	14,000-
6003 TOTAL SALARIES AND WAGES	459,521	476,184	426,743	441,373	448,533	448,533
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	33,831	35,614	33,910	34,385	35,384	35,384
6110 PERA - COORDINATED	29,851	32,117	31,875	31,380	32,228	32,228
6140 HEALTH INSURANCE	53,386	52,177	60,619	64,691	64,822	64,822
6142 HEALTH SAVINGS ACCOUNTS			1,854			
6145 DENTAL INSURANCE	1,474	1,584	1,584	1,584	1,056	1,056
6150 LIFE INSURANCE	372	376	194	184	184	184
6155 RETIRE HLTH SAVINGS PLAN	4,919	4,614	5,032	5,273	4,963	4,963
6170 CLOTHING ALLOWANCE	2,771	2,696	2,762	2,625	2,625	2,625
6185 WORKERS COMP INSURANCE	19,997	23,065	19,388	20,454	20,976	20,976
6195 COMPENSATED ABSENCES			2,309			
6100 TOTAL EMPLOYEE BENEFITS	146,601	152,243	159,527	160,576	162,238	162,238
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	9,717	13,564	16,497			
6300 TOTAL CONTRACTUAL SERVICES	9,717	13,564	16,497			
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	25,252	15,153	18,398	18,000	20,000	20,000
6410 GAS SERVICE	15,281	11,127	9,247	13,200	9,600	9,600
6415 RUBBISH REMOVAL	2,907	1,619	1,233	1,650	1,200	1,200
6420 CITY UTILITY CHARGES	1,161	1,751	1,213	2,100	1,500	1,500
6400 TOTAL UTILITIES	44,602	29,650	30,091	34,950	32,300	32,300
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	2,228	2,389	439	3,500	3,500	3,500
6450 EQUIPMENT R & M SERVICES	1,935	4,654	2,173	3,000	3,000	3,000
6455 VEHICLE R & M SERVICES	3,108	4,808	6,456	4,000	4,000	4,000
6470 SERVICE CONTRACTS	471	2,643	2,189	1,500	1,500	1,500
6471 PAINTING - SIGNALS & STRIPING				21,500	21,500	21,500
6440 TOTAL REPAIR & MAINT SERVICES	7,741	14,493	11,257	33,500	33,500	33,500
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	245	2,000	246	500	500	500
6480 TOTAL RENTALS	245	2,000	246	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	5,841	6,005	5,998	6,000	6,000	6,000
6525 BLDG REPAIR/MAINT SUPPLIES	1,356	1,644	1,581	1,400	1,400	1,400
6535 EQUIP MAINT SUPPLIES	2,426	6,556	6,712	4,000	8,000	8,000
6540 VEHICLE SUPPLIES	12,687	10,124	9,246	13,000	13,000	13,000
6545 MOTOR FUELS	31,446	23,261	27,351	27,000	34,200	34,200
6550 STREET MAINTENANCE MATERIALS	40,139	35,079	34,965	40,000	45,000	45,000
6555 SAFETY SUPPLIES	945	1,465	807	1,200	1,200	1,200
6560 STREET SIGNS & POSTS	2,786	5,789	3,143	3,000	3,000	3,000
6500 TOTAL SUPPLIES	97,626	89,921	89,804	95,600	111,800	111,800

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	439	473	507	500	500	500
6600 TOTAL COMMUNICATIONS	439	473	507	500	500	500
6700 TOTAL INSURANCE						
6705 INSURANCE	11,481	15,237	18,448	18,966	18,217	18,217
6700 TOTAL INSURANCE	11,481	15,237	18,448	18,966	18,217	18,217
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,582	1,610	1,650	1,600	1,600	1,600
6820 DUES AND SUBSCRIPTIONS	527	572	340	500	500	500
6830 LICENSES AND TAXES	742	483	774	600	600	600
6800 TOTAL MISCELLANEOUS	2,851	2,665	2,764	2,700	2,700	2,700
6001 EXPENDITURES AND EXPENSES	780,823	796,430	755,884	788,665	810,288	810,288
32 STREET MAINTENANCE DEPARTMENT	780,823	796,430	755,884	788,665	810,288	810,288

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
34 PARK MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	288,115	314,280	319,696	324,075	328,978	328,978
6015 OVERTIME-REGULAR EMPLOYEES	2,946	4,195	5,908	3,600	3,900	3,900
6050 SALARIES/WAGES-TEMP EMPLOYEES	19,740	20,408	10,920	10,800	21,600	21,600
6055 OVERTIME-TEMP EMPLOYEES	375	236	112	500	200	200
6060 DEMO REIMB FROM EDA/TIF FUNDS					2,000-	2,000-
6003 TOTAL SALARIES AND WAGES	311,177	339,119	336,635	338,975	352,678	352,678
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	23,139	24,337	24,031	25,932	27,133	27,133
6110 PERA - COORDINATED	18,909	21,491	22,822	23,756	24,134	24,134
6140 HEALTH INSURANCE	26,563	38,129	46,028	51,047	38,446	38,446
6142 HEALTH SAVINGS ACCOUNTS	1,298	1,557	1,854			
6145 DENTAL INSURANCE	792	528	528	528	528	528
6150 LIFE INSURANCE	240	251	137	138	138	138
6155 RETIRE HLTH SAVINGS PLAN	3,025	3,510	3,510	3,546	3,570	3,570
6170 CLOTHING ALLOWANCE	1,738	1,749	1,736	1,875	1,875	1,875
6185 WORKERS COMP INSURANCE	6,455	7,070	7,248	7,955	8,383	8,383
6195 COMPENSATED ABSENCES	1,048					
6100 TOTAL EMPLOYEE BENEFITS	83,207	98,623	107,893	114,777	104,207	104,207
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,635	5,095	8,776	6,000	7,000	7,000
6315 TREE TRIM / REMOVAL SERVICES	13,707	28,422	13,097	18,000	13,000	13,000
6300 TOTAL CONTRACTUAL SERVICES	16,342	33,517	21,873	24,000	20,000	20,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	20,295	18,409	20,625	21,400	22,500	22,500
6410 GAS SERVICE	14,178	10,268	6,988	12,000	7,500	7,500
6415 RUBBISH REMOVAL	2,396	2,235	1,616	2,400	1,500	1,500
6420 CITY UTILITY CHARGES	43,222	45,024	48,758	48,000	48,000	48,000
6400 TOTAL UTILITIES	80,091	75,936	77,987	83,800	79,500	79,500
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	5,703	1,748	5,097	5,000	5,000	5,000
6450 EQUIPMENT R & M SERVICES	2,459	2,573	3,226	2,500	2,500	2,500
6455 VEHICLE R & M SERVICES	80	69	1,510	400	400	400
6470 SERVICE CONTRACTS	441	799	1,111	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	8,683	5,189	10,945	8,200	8,200	8,200
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	80	207	528	500	500	500
6480 TOTAL RENTALS	80	207	528	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	9,956	12,997	10,202	14,000	13,000	13,000
6525 BLDG REPAIR/MAINT SUPPLIES	923	564	78	1,200	1,200	1,200
6530 LANDSCAPE MAT'LS & SUPPLIES	7,201	7,900	8,192	9,200	9,200	9,200
6535 EQUIP MAINT SUPPLIES	440	1,465	2,464	1,800	1,800	1,800
6540 VEHICLE SUPPLIES	6,556	5,930	3,069	8,000	7,000	7,000
6545 MOTOR FUELS	24,709	16,126	20,519	19,500	25,600	25,600
6555 SAFETY SUPPLIES	408	448	790	800	800	800
6565 PLAYGROUND MAINT SUPPLIES	8,504	8,914	10,687	12,000	12,000	12,000

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6570 BALLFIELD MAINT SUPPLIES	7,352	6,303	4,451	6,000	6,000	6,000
6571 TRAIL MAINTENANCE MATERIALS				8,000	8,000	8,000
6500 TOTAL SUPPLIES	66,050	60,647	60,452	80,500	84,600	84,600
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	228	233	236	300	300	300
6600 TOTAL COMMUNICATIONS	228	233	236	300	300	300
6700 TOTAL INSURANCE						
6705 INSURANCE	27,241	33,310	40,538	36,542	37,512	37,512
6700 TOTAL INSURANCE	27,241	33,310	40,538	36,542	37,512	37,512
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	3,365	1,387	1,051	1,600	1,600	1,600
6820 DUES AND SUBSCRIPTIONS	60	60	65	150	150	150
6830 LICENSES AND TAXES	247		218	250	250	250
6840 BOOKS AND PUBLICATIONS		37		100	100	100
6800 TOTAL MISCELLANEOUS	3,672	1,484	1,334	2,100	2,100	2,100
6001 EXPENDITURES AND EXPENSES	596,770	648,264	658,421	689,694	689,597	689,597
34 PARK MAINTENANCE DEPARTMENT	596,770	648,264	658,421	689,694	689,597	689,597

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
36 FORESTRY DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	54,395	58,280	55,623	57,575	58,280	58,280
6015 OVERTIME-REGULAR EMPLOYEES	19		100	800	800	800
6050 SALARIES/WAGES-TEMP EMPLOYEES	10,697	9,740	14,377	10,178	15,000	15,000
6003 TOTAL SALARIES AND WAGES	65,112	68,020	70,100	68,553	74,080	74,080
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	4,940	5,161	5,270	5,244	5,667	5,667
6110 PERA - COORDINATED	3,535	3,933	3,905	4,232	4,283	4,283
6140 HEALTH INSURANCE	600	600	600	600	900	900
6150 LIFE INSURANCE	42	42	23	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	715	728	728	743	748	748
6185 WORKERS COMP INSURANCE	1,269	1,717	1,896	2,009	2,171	2,171
6100 TOTAL EMPLOYEE BENEFITS	11,101	12,180	12,422	12,851	13,792	13,792
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	13,179	11,773	11,372	12,000	13,000	13,000
6315 TREE TRIM / REMOVAL SERVICES	71,659	41,790	38,844	71,500	50,000	50,000
6300 TOTAL CONTRACTUAL SERVICES	84,838	53,562	50,215	83,500	63,000	63,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	147	102	1,030	1,000	1,000	1,000
6530 LANDSCAPE MAT'L'S & SUPPLIES	1,005	525	426	500	500	500
6535 EQUIP MAINT SUPPLIES	95			250	250	250
6540 VEHICLE SUPPLIES	262	336	567	300	300	300
6545 MOTOR FUELS	1,345	506	949	720	1,200	1,200
6500 TOTAL SUPPLIES	2,854	1,469	2,972	2,770	3,250	3,250
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			29	100	100	100
6665 PRINTING - GENERAL				100	100	100
6650 TOTAL PRINTING AND ADVERTISING			29	200	200	200
6700 TOTAL INSURANCE						
6705 INSURANCE	493	480	579	638	701	701
6700 TOTAL INSURANCE	493	480	579	638	701	701
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	890	336	559	700	575	575
6820 DUES AND SUBSCRIPTIONS	240	235	265	250	250	250
6830 LICENSES AND TAXES	104	100	50	150	150	150
6840 BOOKS AND PUBLICATIONS				100	100	100
6875 BAD DEBT	102	4,138	367		360	360
6800 TOTAL MISCELLANEOUS	1,336	4,809	1,240	1,200	1,435	1,435
6001 EXPENDITURES AND EXPENSES	165,735	140,521	137,557	169,712	156,458	156,458
36 FORESTRY DEPARTMENT	165,735	140,521	137,557	169,712	156,458	156,458

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
38 CITY BUILDINGS						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	35,001	35,776	20,625	18,116	18,338	18,338
6003 TOTAL SALARIES AND WAGES	35,001	35,776	20,625	18,116	18,338	18,338
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	2,198	2,118	1,139	1,386	1,403	1,403
6110 PERA - COORDINATED	2,274	2,415	1,445	1,313	1,329	1,329
6140 HEALTH INSURANCE	9,948	11,400	10,936	8,216	7,044	7,044
6150 LIFE INSURANCE	42	42	18	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	300	300	238	150	150	150
6170 CLOTHING ALLOWANCE	350	333	349	188	188	188
6185 WORKERS COMP INSURANCE	1,118	1,291	719	668	677	677
6100 TOTAL EMPLOYEE BENEFITS	16,230	17,898	14,844	11,944	10,814	10,814
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	401					
6200 TOTAL PROFESSIONAL SERVICES	401					
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	31,295	31,002	39,415	36,000	42,600	42,600
6410 GAS SERVICE	18,051	14,623	12,656	16,800	13,200	13,200
6415 RUBBISH REMOVAL	2,366	2,369	1,461	2,400	1,200	1,200
6420 CITY UTILITY CHARGES	8,127	8,866	7,269	9,600	7,200	7,200
6400 TOTAL UTILITIES	59,839	56,860	60,802	64,800	64,200	64,200
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,453	3,373	3,570	4,000	4,000	4,000
6450 EQUIPMENT R & M SERVICES	14,560	18,386	11,398	16,000	15,000	15,000
6470 SERVICE CONTRACTS	17,638	18,946	19,740	19,000	17,000	17,000
6440 TOTAL REPAIR & MAINT SERVICES	33,650	40,705	34,708	39,000	36,000	36,000
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	6,237	6,248	6,256	7,000	900	900
6480 TOTAL RENTALS	6,237	6,248	6,256	7,000	900	900
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	7,065	3,965	4,135	6,000	5,500	5,500
6510 PAPER PRODUCTS	2,506	3,681	2,605	2,800	2,800	2,800
6525 BLDG REPAIR/MAINT SUPPLIES	3,202	3,587	734	2,500	2,500	2,500
6530 LANDSCAPE MAT'LS & SUPPLIES				500	500	500
6535 EQUIP MAINT SUPPLIES	23		745	300	300	300
6545 MOTOR FUELS	86					
6550 STREET MAINTENANCE MATERIALS	1,298					
6555 SAFETY SUPPLIES	383	880	796	300	300	300
6500 TOTAL SUPPLIES	14,563	12,113	9,015	12,400	11,900	11,900
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	11,260	7,523	8,879	9,000	21,000	21,000
6600 TOTAL COMMUNICATIONS	11,260	7,523	8,879	9,000	21,000	21,000
6700 TOTAL INSURANCE						
6705 INSURANCE	6,856	7,435	7,836	7,668	7,474	7,474
6700 TOTAL INSURANCE	6,856	7,435	7,836	7,668	7,474	7,474

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	73	76		100	100	100
6830 LICENSES AND TAXES	105	180	130	190	190	190
6800 TOTAL MISCELLANEOUS	178	256	130	290	290	290
6001 EXPENDITURES AND EXPENSES	184,216	184,814	163,095	170,218	170,916	170,916
38 CITY BUILDINGS	184,216	184,814	163,095	170,218	170,916	170,916

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
40 RECREATION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	273,318	271,631	267,776	289,505	300,349	300,349
6015 OVERTIME-REGULAR EMPLOYEES	184			200	200	200
6050 SALARIES/WAGES-TEMP EMPLOYEES	49,478	53,620	53,366	50,250	49,750	49,750
6003 TOTAL SALARIES AND WAGES	322,980	325,250	321,141	339,955	350,299	350,299
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	23,917	23,776	23,059	26,007	26,796	26,796
6110 PERA - COORDINATED	17,767	18,337	23,674	21,004	21,790	21,790
6140 HEALTH INSURANCE	23,983	31,554	45,832	55,309	47,125	47,125
6142 HEALTH SAVINGS ACCOUNTS	1,298	1,298				
6145 DENTAL INSURANCE	528	220				
6150 LIFE INSURANCE	167	162	84	115	115	115
6155 RETIRE HLTH SAVINGS PLAN	2,672	2,718	2,709	2,835	2,901	2,901
6185 WORKERS COMP INSURANCE	3,567	4,036	3,561	4,031	4,104	4,104
6190 UNEMPLOYMENT INSURANCE	382	533	815			
6195 COMPENSATED ABSENCES		540				
6100 TOTAL EMPLOYEE BENEFITS	74,281	83,174	99,734	109,301	102,831	102,831
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	53,294	36,719				
6225 BANK CHARGES / CR CARD FEES	7,764	6,160	6,305	7,200	6,500	6,500
6200 TOTAL PROFESSIONAL SERVICES	61,057	42,879	6,305	7,200	6,500	6,500
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	21,830	28,684	68,779	66,300	69,250	69,250
6320 LOGIS SERVICES	12,948	18,104	22,072	21,682	24,136	24,136
6300 TOTAL CONTRACTUAL SERVICES	34,778	46,788	90,852	87,982	93,386	93,386
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	180	146				
6470 SERVICE CONTRACTS	2,159	4,649	2,761	3,800	3,000	3,000
6440 TOTAL REPAIR & MAINT SERVICES	2,339	4,795	2,761	3,800	3,000	3,000
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	1,405	481	610	550	450	450
6490 RENTALS - OFFICE EQUIPMENT	6,676	6,628	6,799	7,000	6,900	6,900
6495 RENTALS - MACHINERY & EQUIP	4,927	4,111	4,003	5,500	4,200	4,200
6480 TOTAL RENTALS	13,008	11,220	11,412	13,050	11,550	11,550
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	28,844	22,050	19,310	26,175	24,850	24,850
6520 COMMODITIES PURCH FOR RESALE	11,372	10,883	10,047	9,950	9,650	9,650
6500 TOTAL SUPPLIES	40,216	32,934	29,357	36,125	34,500	34,500
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	8,900	7,400	8,240	8,500	3,500	3,500
6610 PHONE SERVICES	1,550	1,624	1,544	1,700	950	950
6600 TOTAL COMMUNICATIONS	10,450	9,024	9,784	10,200	4,450	4,450
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	17,501	16,455	16,517	15,700		
6665 PRINTING - GENERAL	48	48		100	100	100

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6690 ADVERTISING - GENERAL	38	28	25	250	250	250
6695 ADVERTISING - EMPLOYMENT				200	200	200
6650 TOTAL PRINTING AND ADVERTISING	17,587	16,531	16,541	16,250	550	550
6700 TOTAL INSURANCE						
6705 INSURANCE	2,190	2,058	2,393	2,726	3,168	3,168
6700 TOTAL INSURANCE	2,190	2,058	2,393	2,726	3,168	3,168
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	3,027	1,487	1,926	1,900	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	3,821	3,521	3,898	3,850	3,705	3,705
6830 LICENSES AND TAXES			144		150	150
6840 BOOKS AND PUBLICATIONS	39			50		
6850 AWARDS	2,131	2,089	3,065	3,125	3,675	3,675
6875 BAD DEBT			158			
6800 TOTAL MISCELLANEOUS	9,018	7,098	9,191	8,925	8,530	8,530
6001 EXPENDITURES AND EXPENSES	587,903	581,750	599,472	635,514	618,764	618,764
40 RECREATION DEPARTMENT	587,903	581,750	599,472	635,514	618,764	618,764

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
42 COMMUNITY CENTER						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	130,896	138,646	140,390	139,347	146,821	146,821
6015 OVERTIME-REGULAR EMPLOYEES		129		200	200	200
6050 SALARIES/WAGES-TEMP EMPLOYEES	28,243	28,303	24,448	28,000	28,000	28,000
6003 TOTAL SALARIES AND WAGES	159,139	167,078	164,838	167,547	175,021	175,021
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	11,745	12,348	12,243	12,817	13,389	13,389
6110 PERA - COORDINATED	8,895	9,783	10,694	10,103	12,530	12,530
6140 HEALTH INSURANCE	11,718	13,492	8,654	9,416	8,844	8,844
6145 DENTAL INSURANCE	264	264	88			
6150 LIFE INSURANCE	104	104	57	58	58	58
6155 RETIRE HLTH SAVINGS PLAN	1,774	1,724	1,725	1,980	1,995	1,995
6170 CLOTHING ALLOWANCE	686	575	686	420	420	420
6185 WORKERS COMP INSURANCE	2,762	2,352	1,803	2,049	2,115	2,115
6100 TOTAL EMPLOYEE BENEFITS	37,948	40,644	35,950	36,843	39,351	39,351
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	6,983	6,947	900	7,000	1,000	1,000
6300 TOTAL CONTRACTUAL SERVICES	6,983	6,947	900	7,000	1,000	1,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	37,457	33,157	42,292	38,400	45,700	45,700
6410 GAS SERVICE	36,385	25,061	20,467	29,400	21,000	21,000
6415 RUBBISH REMOVAL	2,267	2,700	1,623	2,700	1,800	1,800
6420 CITY UTILITY CHARGES	3,998	4,158	13,814	5,400	13,800	13,800
6400 TOTAL UTILITIES	80,107	65,076	78,196	75,900	82,300	82,300
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	5,847	6,344	14,168	5,400	5,400	5,400
6450 EQUIPMENT R & M SERVICES	14,619	13,481	909	9,000	8,000	8,000
6470 SERVICE CONTRACTS	8,665	5,194	9,244	8,400	9,660	9,660
6440 TOTAL REPAIR & MAINT SERVICES	29,131	25,019	24,321	22,800	23,060	23,060
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	9,276	8,231	9,399	10,300	9,800	9,800
6510 PAPER PRODUCTS	3,425	1,375	5,624	2,200	2,700	2,700
6525 BLDG REPAIR/MAINT SUPPLIES		1,151	135	1,100	500	500
6535 EQUIP MAINT SUPPLIES	27	514	158	600	500	500
6540 VEHICLE SUPPLIES	2					
6545 MOTOR FUELS	295					
6500 TOTAL SUPPLIES	13,025	11,271	15,316	14,200	13,500	13,500
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	1,588	1,756	1,769	1,800	1,800	1,800
6600 TOTAL COMMUNICATIONS	1,588	1,756	1,769	1,800	1,800	1,800
6700 TOTAL INSURANCE						
6705 INSURANCE	6,194	7,317	8,928	8,549	8,661	8,661
6700 TOTAL INSURANCE	6,194	7,317	8,928	8,549	8,661	8,661
6800 TOTAL MISCELLANEOUS						
6830 LICENSES AND TAXES		312	602	165	215	215

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6875 BAD DEBT			1,353			
6800 TOTAL MISCELLANEOUS		312	1,955	165	215	215
7100 TOTAL DEBT SERVICE						
6001 EXPENDITURES AND EXPENSES	334,115	325,420	332,172	334,804	344,908	344,908
42 COMMUNITY CENTER	334,115	325,420	332,172	334,804	344,908	344,908

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
44 WATERSLIDE / SWIMMING POOL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6050 SALARIES/WAGES-TEMP EMPLOYEES	133,152	111,139	102,141	113,800	122,800	122,800
6003 TOTAL SALARIES AND WAGES	133,152	111,139	102,141	113,800	122,800	122,800
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	10,186	8,502	7,814	8,706	9,394	9,394
6110 PERA - COORDINATED	442	246	209	320	558	558
6185 WORKERS COMP INSURANCE	3,937	3,086	2,758	3,334	3,598	3,598
6100 TOTAL EMPLOYEE BENEFITS	14,565	11,834	10,781	12,360	13,550	13,550
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	820	555				
6200 TOTAL PROFESSIONAL SERVICES	820	555				
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		970	2,127	600	3,300	3,300
6300 TOTAL CONTRACTUAL SERVICES		970	2,127	600	3,300	3,300
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	12,654	12,398	12,000	14,400	14,400	14,400
6410 GAS SERVICE	30,783	16,755	10,244	19,500	12,000	12,000
6415 RUBBISH REMOVAL	683	664	272	660	500	500
6420 CITY UTILITY CHARGES	9,847	14,284	10,852	15,000	15,000	15,000
6400 TOTAL UTILITIES	53,967	44,100	33,367	49,560	41,900	41,900
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES		548	629		300	300
6450 EQUIPMENT R & M SERVICES	3,306	1,014	950	1,000	1,000	1,000
6470 SERVICE CONTRACTS					170	170
6440 TOTAL REPAIR & MAINT SERVICES	3,306	1,561	1,579	1,000	1,470	1,470
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	18,894	17,000	22,134	24,200	25,500	25,500
6520 COMMODITIES PURCH FOR RESALE	19,612	14,938	12,230			
6525 BLDG REPAIR/MAINT SUPPLIES	861	727	425	800	800	800
6535 EQUIP MAINT SUPPLIES	451			400	400	400
6500 TOTAL SUPPLIES	39,818	32,665	34,788	25,400	26,700	26,700
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	391	395	72	440	75	75
6600 TOTAL COMMUNICATIONS	391	395	72	440	75	75
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	893	508	452	700	600	600
6690 ADVERTISING - GENERAL	935	1,292	1,443	2,000	1,600	1,600
6650 TOTAL PRINTING AND ADVERTISING	1,828	1,800	1,895	2,700	2,200	2,200
6700 TOTAL INSURANCE						
6705 INSURANCE	10,092	13,017	15,099	15,827	16,079	16,079
6700 TOTAL INSURANCE	10,092	13,017	15,099	15,827	16,079	16,079
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	240			1,400	1,000	1,000

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6830 LICENSES AND TAXES		608	875	800	650	650
6840 BOOKS AND PUBLICATIONS			657	800	750	750
6800 TOTAL MISCELLANEOUS	240	608	1,532	3,000	2,400	2,400
6001 EXPENDITURES AND EXPENSES	258,178	218,644	203,380	224,687	230,474	230,474
44 WATERSLIDE / SWIMMING POOL	258,178	218,644	203,380	224,687	230,474	230,474

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
48 OPERATING TRANSFERS						
6001 EXPENDITURES AND EXPENSES						
7400 TOTAL TRANSFERS OUT						
7415 TRANSFER OUT- D SERVICE FUNDS	89,130					
7420 TRANSFER OUT- EDA (REDEVELOP)	53,400					
7427 TRANSFER OUT- PERF FUND	82,718	85,200	94,850	102,300	114,400	114,400
7430 TRANSFER OUT- PIR FUND	585,456	253,020	621,100	493,250	659,000	659,000
7432 TRANSFER OUT- FIRE EQ REV FUND	117,000	98,899	281,900	425,000		
7435 TRANSFER OUT- STR MAINT FUND	61,573	63,420	65,300	67,250	69,300	69,300
7400 TOTAL TRANSFERS OUT	989,277	500,539	1,063,150	1,087,800	842,700	842,700
6001 EXPENDITURES AND EXPENSES	989,277	500,539	1,063,150	1,087,800	842,700	842,700
48 OPERATING TRANSFERS	989,277	500,539	1,063,150	1,087,800	842,700	842,700
00100 GENERAL	11,572,196	11,205,453	11,751,145	12,253,663	12,150,040	12,150,040

Fund: Tax Increment Financing District #2150
Fund Number: 205 **Dept. No. 60**
District Name: TIF Redevelopment District #1

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within Bass Lake Road-Becker Park Redevelopment Project Area, which is the area around Bass Lake Road and West Broadway. This is also known as the TIF District #2150 or TIF District #1. Funds from this district may be pooled and used in conjunction with other tax increment districts within the City of Crystal.

The date of the first receipt of tax increment by this district was July 1984. Last receipt of tax increment was in December 2009 and the district expired on December 31, 2009. It will be possible to still expend District money in future years for existing obligations.

MAJOR OBJECTIVES FOR 2012

It is anticipated that most, if not all, of the cash and investments of the district will be spent by the end of 2012. Operations in 2012 are based on the expected sale of additional land. The district had an inventory of lots for sale with an estimated value of \$755,000 as of December 31, 2010. Some planned 2011 projects may not be completed in 2011 and will carry over to 2012.

FINANCIAL ANALYSIS

Tax Increment District #2150 Fund	Estimated 2011	Proposed 2012
Cash & Investments - Beginning Balance	\$ 1,313,209	\$ 13,629
<i><u>Revenues</u></i>		
Investment Income	24,000	
Sale of Property	110,000	110,000
<i><u>Expenditures</u></i>		
District Administrative Costs	(6,480)	(2,000)
Home Improvement Rebate Program	(365,000)	(50,000)
Development Projects:	(1,057,100)	(66,200)
<i><u>Transfers</u></i>		
Transfer In – Debt Service Fund		
Transfer Out – EDA Fund	(5,000)	
Cash & Investments - Ending Balance	\$ 13,629	\$ 5,429

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00205 TIF #2150 - BLR / BRDWWY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	1,450,205-	1,496,606-				
4005 TOTAL PROPERTY TAXES	1,450,205-	1,496,606-				
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	169-	204-				
4392 COUNTY - MISCELLANEOUS	335,000-	4,861-				
4345 TOTAL STATE INTERGOVERNMENTAL	335,169-	5,065-				
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4437 SALE OF LAND HELD FOR RESALE		22,000-	60,000-	110,000-	110,000-	110,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T		22,000-	60,000-	110,000-	110,000-	110,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	81,004-	73,857-	34,549-	5,400-		
4810 INTEREST - INTERNAL FUNDS	30,733-					
4880 CHANGE IN F.V. OF INVESTMENTS	1,893-	12,956	3,238-			
4800 TOTAL INVESTMENT EARNINGS	113,630-	60,901-	37,787-	5,400-		
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS		702-				
4915 REIMBURSEMENT -OTHER		956-				
4900 TOTAL MISCELLANEOUS		1,657-				
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	682,640-		12,696-			
5100 TOTAL TRANSFERS IN	682,640-		12,696-			
4001 REVENUES	2,581,644-	1,586,229-	110,483-	115,400-	110,000-	110,000-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6061 DEMO REIMB TO GEN/ENT FUNDS			26,488			
6003 TOTAL SALARIES AND WAGES			26,488			
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	18,445	46,063	18,842	2,800	1,000	1,000
6250 LEGAL SERVICES - GENERAL	1,166	33,450	13,827	2,800	1,000	1,000
6275 HOME IMP REBATE PROG		277,695	312,318	325,000	44,500	44,500
6276 HOME IMP REBATE PROG - ADMIN		23,081	37,164	40,000	5,500	5,500
6200 TOTAL PROFESSIONAL SERVICES	19,611	380,288	382,150	370,600	52,000	52,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	80,690	101,906	61,445	17,400	15,000	15,000
6315 TREE TRIM / REMOVAL SERVICES		7,320	6,383			
6348 SAC CHARGES - MET CO			4,200			
6300 TOTAL CONTRACTUAL SERVICES	80,690	109,226	72,029	17,400	15,000	15,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE		257	18-			

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Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6410 GAS SERVICE		276	4			
6415 RUBBISH REMOVAL		19,644	22,530			
6420 CITY UTILITY CHARGES		438	31			
6400 TOTAL UTILITIES		20,614	22,548			
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	7,980	2,663	3,185	1,000	1,000	1,000
6500 TOTAL SUPPLIES	7,980	2,663	3,185	1,000	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6620 DELIVERY CHARGES	17	164	90	200	200	200
6600 TOTAL COMMUNICATIONS	17	164	90	200	200	200
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	204	86	693	500		
6665 PRINTING - GENERAL		283				
6650 TOTAL PRINTING AND ADVERTISING	204	369	693	500		
6700 TOTAL INSURANCE						
6705 INSURANCE		7,541	1,554	180		
6700 TOTAL INSURANCE		7,541	1,554	180		
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		18				
6830 LICENSES AND TAXES		49,012	32,502			
6800 TOTAL MISCELLANEOUS		49,030	32,502			
6900 TOTAL CAPITAL OUTLAY						
6905 LAND		77,130				
6910 BUILDINGS & STRUCTURES	1,022,159					
6936 INFRA- TRAFFIC & TRANSPORT SYS	159,191					
6940 MISCELLANEOUS CAPITAL OUTLAY		1,004,345	37,312	365,000	50,000	50,000
6900 TOTAL CAPITAL OUTLAY	1,181,350	1,081,475	37,312	365,000	50,000	50,000
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE	107,737					
7100 TOTAL DEBT SERVICE	107,737					
7400 TOTAL TRANSFERS OUT						
7415 TRANSFER OUT- D SERVICE FUNDS	408,300	279,287				
7425 TRANSFER OUT- EDA (ADMIN)	10,635	20,491	18,632	5,000		
7400 TOTAL TRANSFERS OUT	418,935	299,778	18,632	5,000		
6001 EXPENDITURES AND EXPENSES	1,816,524	1,951,148	597,183	759,880	118,200	118,200
4000 REVENUES AND EXPENDITURES	765,120-	364,919	486,700	644,480	8,200	8,200
00205 TIF #2150 - BLR / BRDWWY	765,120-	364,919	486,700	644,480	8,200	8,200

Fund: Tax Increment Financing District #2151
Fund Number: 206 **Dept. No. 62**
District Name: TIF Redevelopment District #2

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within TIF District #2151, Anthony Shopping Center, also known as TIF District #2. The date of the first receipt of tax increment by this district was July 1991. Last receipt of tax increment is expected in December 2016 and the district will expire on December 31, 2016.

MAJOR OBJECTIVES FOR 2012

No major projects are budgeted for 2012. This fund returns a set amount of tax increment back to the property owners as part of a development agreement. Three TIF revenue notes that will be retired by 2016 represent the debt service. The three properties are the Cub Foods store, the Liquor Store, and the Video Store. Revenue notes are payable only if sufficient tax increment is generated by the properties. For the 2012 budget, it is estimated that \$96,984 be paid as principal and interest on the Tax Increment revenue notes 1995A, 1995B, and 1996A.

The remaining tax increment revenue, after debt service, is used to offset administrative expenses of the EDA and provide funding for redevelopment projects in other tax increment district funds. Under state law, 25% of the tax increment revenues can be pooled with other tax increment districts for similar development projects.

TIF District #2151 provided financing for TIF District #2154 (Suburban Motel) in the form of an internal loan of \$200,000 that was set up on December 31, 2008. TIF District #2154 used this loan to repay an earlier loan from TIF District #2150. It is expected that TIF District #2154 will be to repay the loan by the time these districts expire at the end of 2016.

FINANCIAL ANALYSIS

Tax Increment District #2151 Fund	Estimated 2011	Proposed 2012
Cash & Investments - Beginning Balance	\$ 102,487	\$ 118,373
<i>Revenues</i>		
Property Tax - Tax Increment	107,000	105,300
Investment Income	9,500	7,000
<i>Expenditures</i>		
District Administrative Costs	(2,030)	(2,071)
<i>Debt Service</i>		
Principal Payment on Pay-as-you-go Note	(35,481)	(38,071)
Interest Payment on Pay-as-you-go Note	(61,503)	(58,453)
<i>Transfers</i>		
Transfer Out – EDA Fund	(1,600)	(1,000)
Cash & Investments - Ending Balance	\$ 118,373	\$ 131,078

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00206 TIF #2151 - ANTHONY SHOP CTR						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	123,331-	104,481-	106,081-	107,000-	105,300-	105,300-
4015 PROP TAX - DELINQUENT			13,565-			
4005 TOTAL PROPERTY TAXES	123,331-	104,481-	119,646-	107,000-	105,300-	105,300-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	418-	352-	362-			
4345 TOTAL STATE INTERGOVERNMENTAL	418-	352-	362-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	5,830-	72-	949-	1,500-	1,000-	1,000-
4810 INTEREST - INTERNAL FUNDS		9,625-	6,750-	8,000-	6,000-	6,000-
4880 CHANGE IN F.V. OF INVESTMENTS	136-	13	89-			
4800 TOTAL INVESTMENT EARNINGS	5,966-	9,684-	7,788-	9,500-	7,000-	7,000-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	43,350-					
5100 TOTAL TRANSFERS IN	43,350-					
4001 REVENUES	173,065-	114,517-	127,796-	116,500-	112,300-	112,300-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,904	1,172	879	2,000	2,000	2,000
6250 LEGAL SERVICES - GENERAL	131		1,102			
6200 TOTAL PROFESSIONAL SERVICES	2,035	1,172	1,981	2,000	2,000	2,000
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			24		36	36
6650 TOTAL PRINTING AND ADVERTISING			24		36	36
6700 TOTAL INSURANCE						
6705 INSURANCE		33	32	30	35	35
6700 TOTAL INSURANCE		33	32	30	35	35
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	35,445	42,116	39,073	35,481	38,071	38,071
7120 INTEREST EXPENSE	71,489	68,266	64,610	61,503	58,453	58,453
7100 TOTAL DEBT SERVICE	106,935	110,382	103,683	96,984	96,524	96,524
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)			208	1,600	1,000	1,000
7400 TOTAL TRANSFERS OUT			208	1,600	1,000	1,000
6001 EXPENDITURES AND EXPENSES	108,970	111,587	105,928	100,614	99,595	99,595
4000 REVENUES AND EXPENDITURES	64,095-	2,930-	21,868-	15,886-	12,705-	12,705-
00206 TIF #2151 - ANTHONY SHOP CTR	64,095-	2,930-	21,868-	15,886-	12,705-	12,705-

Fund: Tax Increment Financing District #2152
Fund Number: 207 **Dept. No. 64**
District Name: Housing Replacement District #1

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within TIF District #2152, Phase 1 Housing Replacement. Funds from this district may not be pooled and used in conjunction with other tax increment districts within the City of Crystal.

The date of the first receipt of tax increment by this district was July 1997. Last receipt of tax increment is expected in December 2013 and the district will expire and go out of existence on December 31, 2013. It will be possible to still expend District money in future years for existing obligations.

MAJOR OBJECTIVES FOR 2012

Special legislation was enacted by the State of Minnesota in 2008 which broadens the authority of the City of Crystal to use increments from their housing replacement TIF districts for any purpose in the city that is permitted for housing district increments under general law.

Housing District #1 will begin to supplement funds from the EDA for the home improvement rebate program administered by the Greater Metropolitan Housing Corporation once funds from the Bass Lake Road/Becker Park TIF District are exhausted.

FINANCIAL ANALYSIS

Tax Increment District #2152 Fund	Estimated 2011	Proposed 2012
Cash & Investments - Beginning Balance	\$133,487	\$ 144,285
<i>Revenues</i>		
Property Tax - Tax Increment	11,180	11,000
Market Value Credit		
Investment Income	1,800	2,000
<i>Expenditures</i>		
District Administrative Costs	(2,012)	(2,071)
Home Improvement Rebate Program		(150,000)
<i>Transfers</i>		
Transfer Out – EDA Fund	(170)	(1,450)
Cash & Investments - Ending Balance	\$ 144,285	\$ 3,764

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00207 TIF #2152 - PHASE 1 HOUSING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	10,439-	10,637-	10,581-	11,180-	11,000-	11,000-
4005 TOTAL PROPERTY TAXES	10,439-	10,637-	10,581-	11,180-	11,000-	11,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	423-	505-	562-			
4345 TOTAL STATE INTERGOVERNMENTAL	423-	505-	562-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	4,314-	2,223-	2,791-	1,800-	2,000-	2,000-
4880 CHANGE IN F.V. OF INVESTMENTS	101-	390	262-			
4800 TOTAL INVESTMENT EARNINGS	4,415-	1,833-	3,053-	1,800-	2,000-	2,000-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	654-					
5100 TOTAL TRANSFERS IN	654-					
4001 REVENUES	15,930-	12,975-	14,196-	12,980-	13,000-	13,000-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	13,482	906	461	2,000	2,000	2,000
6250 LEGAL SERVICES - GENERAL	440					
6275 HOME IMP REBATE PROG					134,000	134,000
6276 HOME IMP REBATE PROG - ADMIN					16,000	16,000
6200 TOTAL PROFESSIONAL SERVICES	13,921	906	461	2,000	152,000	152,000
6600 TOTAL COMMUNICATIONS						
6620 DELIVERY CHARGES	19					
6600 TOTAL COMMUNICATIONS	19					
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			21		36	36
6650 TOTAL PRINTING AND ADVERTISING			21		36	36
6700 TOTAL INSURANCE						
6705 INSURANCE		150	47	12	35	35
6700 TOTAL INSURANCE		150	47	12	35	35
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	39					
6800 TOTAL MISCELLANEOUS	39					
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)			100	170	1,450	1,450
7400 TOTAL TRANSFERS OUT			100	170	1,450	1,450
6001 EXPENDITURES AND EXPENSES	13,980	1,056	629	2,182	153,521	153,521
4000 REVENUES AND EXPENDITURES	1,951-	11,919-	13,568-	10,798-	140,521	140,521
00207 TIF #2152 - PHASE 1 HOUSING	1,951-	11,919-	13,568-	10,798-	140,521	140,521

Fund: Tax Increment Financing District #2153
Fund Number: 208
District Name: Housing Replacement District #2

Dept. No. 66

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within TIF District #2153, Phase 2 Housing Replacement. Funds from this district may not be pooled and used in conjunction with other tax increment districts within the City of Crystal.

The date of the first receipt of tax increment by this district was July 1998. Last receipt of tax increment is expected in December 2013 and the district will expire and go out of existence on December 31, 2013.

MAJOR OBJECTIVES FOR 2012

Special legislation was enacted by the State of Minnesota in 2008 which broadens the authority of the City of Crystal to use increments from their housing replacement TIF districts for any purpose in the city that is permitted for housing district increments under general law.

Housing District #2 will begin to supplement funds from the EDA for the home improvement rebate program administered by the Greater Metropolitan Housing Corporation once funds from the Bass Lake Road/Becker Park TIF District are exhausted.

FINANCIAL ANALYSIS

Tax Increment District #2153 Fund	Estimated 2011	Proposed 2012
Cash & Investments – Beginning Balance	\$ 189,907	\$ 206,196
<i>Revenues</i>		
Property Tax - Tax Increment	16,000	15,600
Investment Income	2,550	2,800
<i>Expenditures</i>		
District Administrative Costs	(2,021)	(2,071)
Housing Improvement Rebate Program		(86,000)
<i>Transfers</i>		
Transfer Out – EDA Fund	(240)	(1,085)
Cash & Investments – Ending Balance	\$ 206,196	\$ 135,440

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00208 TIF #2153 - PHASE 2 HOUSING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	15,785-	16,364-	14,536-	16,000-	15,600-	15,600-
4015 PROP TAX - DELINQUENT		1,323-				
4005 TOTAL PROPERTY TAXES	15,785-	17,688-	14,536-	16,000-	15,600-	15,600-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	761-	1,143-	1,348-			
4345 TOTAL STATE INTERGOVERNMENTAL	761-	1,143-	1,348-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	5,883-	4,612-	3,961-	2,550-	2,800-	2,800-
4880 CHANGE IN F.V. OF INVESTMENTS	137-	809	371-			
4800 TOTAL INVESTMENT EARNINGS	6,020-	3,803-	4,332-	2,550-	2,800-	2,800-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	12-					
5100 TOTAL TRANSFERS IN	12-					
4001 REVENUES	22,579-	22,633-	20,216-	18,550-	18,400-	18,400-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	13,567	945	484	2,000	2,000	2,000
6250 LEGAL SERVICES - GENERAL	571					
6275 HOME IMP REBATE PROG					78,000	78,000
6276 HOME IMP REBATE PROG - ADMIN					8,000	8,000
6200 TOTAL PROFESSIONAL SERVICES	14,138	945	484	2,000	88,000	88,000
6600 TOTAL COMMUNICATIONS						
6620 DELIVERY CHARGES	19					
6600 TOTAL COMMUNICATIONS	19					
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			21		36	36
6650 TOTAL PRINTING AND ADVERTISING			21		36	36
6700 TOTAL INSURANCE						
6705 INSURANCE		150	105	21	35	35
6700 TOTAL INSURANCE		150	105	21	35	35
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	19					
6800 TOTAL MISCELLANEOUS	19					
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)			100	240	1,085	1,085
7400 TOTAL TRANSFERS OUT			100	240	1,085	1,085
6001 EXPENDITURES AND EXPENSES	14,176	1,095	710	2,261	89,156	89,156
4000 REVENUES AND EXPENDITURES	8,403-	21,538-	19,506-	16,289-	70,756	70,756

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00208 TIF #2153 - PHASE 2 HOUSING	8,403-	21,538-	19,506-	16,289-	70,756	70,756

Fund: Tax Increment Financing District #2154
Fund Number: 209
District Name: TIF Redevelopment District #3

Dept. No. 68

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within TIF District #2154, Suburban Motel Site. The Suburban Motel site was re-developed in 1999-2000. Funds from this district may not be pooled and used in conjunction with other tax increment districts within the City of Crystal.

The date of the first receipt of tax increment by this district was July 2001. Last receipt of tax increment is expected in December 2026 and the district will expire and go out of existence on December 31, 2026.

The TIF District #2154 loan was refinanced at the end of 2008 and is now provided by TIF District 2151 and TIF District #2155. As of December 31, 2008, the loan balances were \$200,000 owed to TIF District 2151 and \$422,640 owed to TIF District #2155.

MAJOR OBJECTIVES FOR 2012

No development projects are planned for 2012.

It is expected that in 2012, District 2154 will pay about \$15,440 of interest on the loan and repay about \$90,000 on the principal of the loan.

FINANCIAL ANALYSIS

Tax Increment District #2154 Fund	Estimated 2011	Proposed 2012
Cash & Investments – Beginning Balance	\$ 1,732	\$ 5,952
<i><u>Revenues</u></i>		
Property Tax - Tax Increment	110,500	113,000
Investment Income	120	100
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,412)	(2,471)
<i><u>Debt Activity</u></i>		
Principal payment to TIF District #2151	(10,000)	(20,000)
Interest Payment to TIF District #2151	(7,948)	(6,000)
Principal payment to TIF District #2155	(72,000)	(70,000)
Interest Payment to TIF District #2155	(14,802)	(9,440)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(1,650)	(1,085)
Cash & Investments - Ending Balance	\$ 5,952	\$ 10,056

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00209 TIF #2154 - SUBURBAN MOTEL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	105,568-	109,959-	99,104-	110,500-	113,000-	113,000-
4005 TOTAL PROPERTY TAXES	105,568-	109,959-	99,104-	110,500-	113,000-	113,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,190-	241-	161-	120-	100-	100-
4880 CHANGE IN F.V. OF INVESTMENTS	28-	42	15-			
4800 TOTAL INVESTMENT EARNINGS	1,218-	199-	176-	120-	100-	100-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	196-					
5100 TOTAL TRANSFERS IN	196-					
4001 REVENUES	106,982-	110,158-	99,280-	110,620-	113,100-	113,100-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,706	1,101	765	2,400	2,400	2,400
6200 TOTAL PROFESSIONAL SERVICES	1,706	1,101	765	2,400	2,400	2,400
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			24		36	36
6650 TOTAL PRINTING AND ADVERTISING			24		36	36
6700 TOTAL INSURANCE						
6705 INSURANCE		12	12	12	35	35
6700 TOTAL INSURANCE		12	12	12	35	35
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE	30,733	30,382	21,100	22,750	15,440	15,440
7100 TOTAL DEBT SERVICE	30,733	30,382	21,100	22,750	15,440	15,440
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)			215	1,650	1,085	1,085
7400 TOTAL TRANSFERS OUT			215	1,650	1,085	1,085
6001 EXPENDITURES AND EXPENSES	32,440	31,495	22,116	26,812	18,996	18,996
4000 REVENUES AND EXPENDITURES	74,543-	78,663-	77,163-	83,808-	94,104-	94,104-
00209 TIF #2154 - SUBURBAN MOTEL	74,543-	78,663-	77,163-	83,808-	94,104-	94,104-

Fund: Tax Increment Financing District #2155

Fund Number: 210

Dept. No. 70

District Name: TIF Housing District #4

DESCRIPTION OF ACTIVITY

This fund is used to account for collection and disbursement of tax revenues for activities within TIF District #2155, LaNel Apartments and Assisted Living Facility. Funds from this district may not be pooled and used in conjunction with other tax increment districts within the City of Crystal.

The date of the first receipt of tax increment by this district was July 2000. Last receipt of tax increment is expected in December 2025 and the district will expires and go out of existence on December 31, 2025.

The LaNel (originally the Lamplighter) Apartment Complex was re-developed and expanded to include a new assisted living facility. Two single family properties were acquired in 1999 with the cost being split between the City and the developer.

TIF District #2155 provided financing for TIF District #2154 (Suburban Motel) in the form of an internal loan of \$422,640 that was set up on December 31, 2008. TIF District #2154 used this loan to repay an earlier loan from TIF District #2150. It is expected that TIF District #2154 will be to repay the loan by the end of 2016.

MAJOR OBJECTIVES FOR 2012

For the 2012 budget, it is estimated that \$86,545 will be paid to the developer on the 2002 tax increment revenue note.

FINANCIAL ANALYSIS

Tax Increment District #2155 Fund	Estimated 2011	Proposed 2012
Cash & Investments - Beginning Balance	\$ 311,561	\$ 407,032
<i><u>Revenues</u></i>		
Property Tax – Tax Increment	157,000	144,000
Investment Income	19,430	12,840
<i><u>Expenditures</u></i>		
District Administrative Costs	(3,024)	(2,471)
<i><u>Debt Activity</u></i>		
Principal Payment on Pay-as-you-go Note	(36,461)	(50,590)
Interest Payment on Pay-as-you-go Note	(39,134)	(35,955)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,340)	(1,380)
Cash & Investments - Ending Balance	\$ 407,032	\$ 473,476

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00210 TIF #2155 - LAMPLIGHTER						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	139,185-	145,083-	156,743-	157,000-	144,000-	144,000-
4005 TOTAL PROPERTY TAXES	139,185-	145,083-	156,743-	157,000-	144,000-	144,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	14,792-	448-	3,556-	4,680-	3,400-	3,400-
4810 INTEREST - INTERNAL FUNDS		20,757-	14,350-	14,750-	9,440-	9,440-
4880 CHANGE IN F.V. OF INVESTMENTS	346-	79	333-			
4800 TOTAL INVESTMENT EARNINGS	15,138-	21,126-	18,239-	19,430-	12,840-	12,840-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
4001 REVENUES	154,323-	166,209-	174,982-	176,430-	156,840-	156,840-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,057	1,222	922	3,000	2,400	2,400
6200 TOTAL PROFESSIONAL SERVICES	2,057	1,222	922	3,000	2,400	2,400
6500 TOTAL SUPPLIES						
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			24		36	36
6650 TOTAL PRINTING AND ADVERTISING			24		36	36
6700 TOTAL INSURANCE						
6705 INSURANCE		39	24	24	35	35
6700 TOTAL INSURANCE		39	24	24	35	35
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	28,589	31,774	34,037	36,461	50,590	50,590
7120 INTEREST EXPENSE	45,896	43,821	41,558	39,134	35,955	35,955
7100 TOTAL DEBT SERVICE	74,485	75,595	75,595	75,595	86,545	86,545
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)			306	2,340	1,380	1,380
7400 TOTAL TRANSFERS OUT			306	2,340	1,380	1,380
6001 EXPENDITURES AND EXPENSES	76,542	76,856	76,870	80,959	90,396	90,396
4000 REVENUES AND EXPENDITURES	77,781-	89,353-	98,112-	95,471-	66,444-	66,444-
00210 TIF #2155 - LAMPLIGHTER	77,781-	89,353-	98,112-	95,471-	66,444-	66,444-

Fund: Economic Development Authority

Fund Number: 220

Department No. 80

The role of the staff to the Economic Development Authority is to coordinate and manage all commercial, industrial and residential redevelopment efforts, to administer the Crystal New Home Program and to achieve meaningful redevelopment through the use of tax increment financing and other financial tools where appropriate and when it is in the city's best interest.

Personnel Expenses: This table illustrates the personnel expenses that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Community Development Director	.50	.50	.50
City Planner/Asst. Comm. Dev. Dir.	.50	.50	.50

Staff: These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Community Development Director/EDA Deputy Executive Director: Plans and directs community development functions including economic development, planning and zoning, environmental health, building, housing, code enforcement and redevelopment. Serves as a resource to residents, City Council, EDA, developers and co-workers on land use policy and redevelopment matters.
- City Planner/Assistant Community Development Director: Serves as the city's principal planner and advises the department director in land use issues affecting redevelopment and economic development. Serves as a resource to residents, Planning Commission, City Council, EDA, developers and co-workers on land use and redevelopment matters. Coordinates housing redevelopment programs and serves as a resource for commercial redevelopment activities.

Functions and Products

- Coordinate and manage all commercial, industrial and residential redevelopment efforts.
- Administer the Crystal New Home Program.
- Achieve meaningful redevelopment using tax increment financing and other financial tools where appropriate and when it is in the city's best interest.
- Work with the Housing Resource Center (part of the Greater Metropolitan Housing Corporation) to offer home improvement incentive rebates
- Utilize Community Development Block Grant funds for deferred home improvement loans
- Pursue opportunities for multi-family residential redevelopment, as appropriate
- Pursue opportunities for commercial and industrial redevelopment, as appropriate
- Acquire properties as available to land bank for future redevelopment, as appropriate

Funding Sources

- EDA activities and EDA-attributable personnel costs are funded from the HRA levy.
- Housing program activities (acquisition/demolition) are funded, in part, from available increment in TIF districts 2150, 2152 and 2153.

2012 Goals and Objectives

- Identify neighborhoods under stress for potential acquisition of residential properties for redevelopment under the Crystal New Home Program and continue to identify properties suitable for residential in-fill or rehabilitation.
- Monitor residential lot and home sales activity in order to gauge the extent to which funds are available for additional acquisitions during 2012.
- Continue to identify opportunities for redevelopment within commercial and industrial areas identified as potential redevelopment areas.
- Increase focus on prevention of blight and deterioration in residential neighborhoods due to foreclosed and abandoned properties.
- Continue to fund and administer the Home Improvement Incentive Rebate Program.
- Continue to provide professional planning and community development support to the EDA and City Council.
- Identify qualifying projects and implement plan for the expenditure of available increment for qualified costs from TIF districts 2150, 2152 and 2153.

Budget Highlights:

Limited revenues derived from lot sales are identified in the 2012 budget, but such sales are uncertain. Correspondingly, funds available for property acquisitions are dependent to a certain extent on land sales.

With regard to the Home Improvement Incentive Rebate Program, the 2012 budget assumes that once the funds budgeted out in TIF 2150 for that program are depleted, available increment in the two TIF housing replacement districts (2152 and 2153) will supplant the TIF 2150 funds for projects in households at less than 80% Area Median Income (AMI). The 2012 EDA budget includes funds for projects in households at 80%-120% of AMI.

FINANCIAL ANALYSIS

Economic Development Authority Fund #220	Budget 2011	Proposed 2012
Cash & Investments - Beginning Balance	\$2,655,835	\$2,168,524
<i>Revenues</i>		
Property Tax	274,000	270,000
Administrative Charges	16,200	16,200
Investment Income	30,000	32,000
Development Note Interest	7,364	6,104
Miscellaneous Revenue	59,886	80,146
Sale of Property	265,000	200,000
Transfers in from other funds	11,000	6,000
Total Revenues	663,450	610,450
<i>Expenditures</i>		
Personnel Costs	127,561	119,665
Operating Expenses	130,200	137,009
Home Improvement Rebate Program	33,000	0
Property Purchases	860,000	360,000
Total Expenditures	1,150,761	616,674
Cash & Investments - Ending Balance	\$2,168,524	\$2,162,300

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00220 EDA						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	223,399-	279,991-	287,409-	274,000-	270,000-	270,000-
4015 PROP TAX - DELINQUENT	2,815-	4,606-	3,642-			
4020 PROP TAX - PENALTIES/ INTEREST			3			
4005 TOTAL PROPERTY TAXES	226,215-	284,596-	291,048-	274,000-	270,000-	270,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4329 FEDERAL - CDBG - NSP PROG			421,123-			
4300 TOTAL FED INTERGOVERNMENTAL			421,123-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	13,831-	18,407-	16,731-			
4345 TOTAL STATE INTERGOVERNMENTAL	13,831-	18,407-	16,731-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE	18,488-	16,357-				
4403 ADMIN CHARGES - TAXABLE	112					
4419 PRINCIPAL PYMTS - LOANS & C4D			586-			
4422 PRINCIPAL PYMTS - HEATHERS	21,459-	22,546-	23,687-	24,886-	26,146-	26,146-
4425 ISSUER FEES ON CONDUIT DEBT			16,249-	16,200-	16,200-	16,200-
4437 SALE OF LAND HELD FOR RESALE	1,097,159-	425,000-	70,000-	265,000-	200,000-	200,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	1,136,993-	463,903-	110,522-	306,086-	242,346-	242,346-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	80,427-	53,687-	58,060-	30,000-	32,000-	32,000-
4810 INTEREST - INTERNAL FUNDS	107,737-					
4825 INTEREST - HEATHERS NOTE	10,791-	9,704-	8,563-	7,364-	6,104-	6,104-
4880 CHANGE IN F.V. OF INVESTMENTS	1,879-	9,418	5,442-			
4800 TOTAL INVESTMENT EARNINGS	200,834-	53,973-	72,065-	37,364-	38,104-	38,104-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	67,097-	57,130-	41,548-	35,000-	54,000-	54,000-
4900 TOTAL MISCELLANEOUS	67,097-	57,130-	41,548-	35,000-	54,000-	54,000-
5000 TOTAL OTHER FINANCING SOURCES						
5039 PROCEEDS-SALE OF PROP/EQUIP			288-			
5000 TOTAL OTHER FINANCING SOURCES			288-			
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	53,400-					
5120 TRANSFER IN - TIF DISTRICTS	10,635-	20,491-	19,561-	11,000-	6,000-	6,000-
5100 TOTAL TRANSFERS IN	64,035-	20,491-	19,561-	11,000-	6,000-	6,000-
4001 REVENUES	1,709,005-	898,500-	972,887-	663,450-	610,450-	610,450-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	91,584	94,544	90,470	93,746	95,259	95,259
6061 DEMO REIMB TO GEN/ENT FUNDS			3,409	8,100		
6003 TOTAL SALARIES AND WAGES	91,584	94,544	93,879	101,846	95,259	95,259
6100 TOTAL EMPLOYEE BENEFITS						

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6105 S SEC / MEDICARE	5,975	6,254	6,174	7,172	7,287	7,287
6110 PERA - COORDINATED	6,149	6,810	7,074	6,797	6,906	6,906
6140 HEALTH INSURANCE	6,781	7,843	7,893	10,129	8,577	8,577
6142 HEALTH SAVINGS ACCOUNTS			877			
6145 DENTAL INSURANCE	132	132	127	132	132	132
6150 LIFE INSURANCE	42	42	21	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	1,647	1,693	1,680	1,021	1,033	1,033
6185 WORKERS COMP INSURANCE	266	311	393	441	448	448
6100 TOTAL EMPLOYEE BENEFITS	20,993	23,085	24,240	25,715	24,406	24,406
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	35,519	18,625	32,858	30,000	40,000	40,000
6215 AUDIT SERVICES	1,500	1,500	1,500	1,500	1,500	1,500
6250 LEGAL SERVICES - GENERAL	41,507	5,840	27,432	10,000	26,000	26,000
6275 HOME IMP REBATE PROG	80,000	42,904	27,682	30,000		
6276 HOME IMP REBATE PROG - ADMIN	7,224	2,607	2,144	3,000		
6200 TOTAL PROFESSIONAL SERVICES	165,750	71,476	91,616	74,500	67,500	67,500
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	4,418	6,462	21,276	30,000	20,000	20,000
6315 TREE TRIM / REMOVAL SERVICES	4,325	4,114		5,000	5,000	5,000
6350 RELOCATION	1,596			20,000	10,000	10,000
6300 TOTAL CONTRACTUAL SERVICES	10,339	10,576	21,276	55,000	35,000	35,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	445	63	94	500	500	500
6410 GAS SERVICE	301		81	500	500	500
6415 RUBBISH REMOVAL	11,825	8,510	629	10,000	10,000	10,000
6420 CITY UTILITY CHARGES	967		339	500	1,000	1,000
6400 TOTAL UTILITIES	13,538	8,573	1,143	11,500	12,000	12,000
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	277			1,000	2,000	2,000
6480 TOTAL RENTALS	277			1,000	2,000	2,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,041	1,062	21	1,000	500	500
6530 LANDSCAPE MAT'LS & SUPPLIES				1,000	500	500
6500 TOTAL SUPPLIES	1,041	1,062	21	2,000	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	199	175	174	250		
6620 DELIVERY CHARGES	14	12	22	200	200	200
6600 TOTAL COMMUNICATIONS	213	187	196	450	200	200
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	100		486	300	300	300
6665 PRINTING - GENERAL	1,037			300	300	300
6650 TOTAL PRINTING AND ADVERTISING	1,138		486	600	600	600
6700 TOTAL INSURANCE						
6705 INSURANCE	5,153	3,395	2,902	3,700	5,624	5,624
6700 TOTAL INSURANCE	5,153	3,395	2,902	3,700	5,624	5,624
6800 TOTAL MISCELLANEOUS						

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6810 TRAINING AND TRAVEL	658	341	786	1,000	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	633	699	359	450	4,585	4,585
6830 LICENSES AND TAXES	39,676	61,148	13,346	13,000	7,500	7,500
6800 TOTAL MISCELLANEOUS	40,967	62,187	14,490	14,450	13,085	13,085
6900 TOTAL CAPITAL OUTLAY						
6940 MISCELLANEOUS CAPITAL OUTLAY	956,174	215,224	112,555	860,000	360,000	360,000
6900 TOTAL CAPITAL OUTLAY	956,174	215,224	112,555	860,000	360,000	360,000
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS	726,852					
7400 TOTAL TRANSFERS OUT	726,852					
6001 EXPENDITURES AND EXPENSES	2,034,016	490,308	362,803	1,150,761	616,674	616,674
4000 REVENUES AND EXPENDITURES	325,012	408,192	610,084	487,311	6,224	6,224
00220 EDA	325,012	408,192	610,084	487,311	6,224	6,224

Fund: City Initiatives Fund
Fund Number: 240

DESCRIPTION OF ACTIVITY

The City Initiatives Fund accounts for donations and other miscellaneous revenues that the City receives that are pledged to be spent on particular projects. Exact donations and projects for 2012 are not yet known. The amounts budgeted for 2012 are similar to the totals received and spent in past years.

FINANCIAL ANALYSIS

City Initiatives Fund	Estimated 2011	Proposed 2012
Available Resources - Beginning Balance	\$ 69,835	\$ 69,835
<i>Revenues</i>		
Miscellaneous Receipts	3,000	6,000
Donations	22,000	20,000
<i>Expenditures</i>		
General Government	(7,000)	(4,000)
Public Safety	(12,000)	(15,000)
Recreation	(6,000)	(7,000)
Available Resources - Ending Balance	\$ 69,835	\$ 69,835

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00240 CITY INITIATIVES						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	2,410-	4,249-	635-			
4005 TOTAL PROPERTY TAXES	2,410-	4,249-	635-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS	93-		357-			
4345 TOTAL STATE INTERGOVERNMENTAL	93-		357-			
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	3,097-	2,991-	2,454-	3,000-	3,000-	3,000-
4915 REIMBURSEMENT -OTHER			2,662-		3,000-	3,000-
4950 DONATIONS	15,024-	24,843-	8,446-	22,000-	20,000-	20,000-
4900 TOTAL MISCELLANEOUS	18,121-	27,834-	13,563-	25,000-	26,000-	26,000-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5105 INTERFUND PROGRAM TRANSFER IN	506-					
5100 TOTAL TRANSFERS IN	506-					
4001 REVENUES	21,130-	32,083-	14,555-	25,000-	26,000-	26,000-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING ALLOWANCE	2,309		712	3,000	1,000	1,000
6100 TOTAL EMPLOYEE BENEFITS	2,309		712	3,000	1,000	1,000
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	5,381	1,600	2,130	4,000	4,000	4,000
6200 TOTAL PROFESSIONAL SERVICES	5,381	1,600	2,130	4,000	4,000	4,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	3,663	3,000	2,000	3,000	5,000	5,000
6300 TOTAL CONTRACTUAL SERVICES	3,663	3,000	2,000	3,000	5,000	5,000
6440 TOTAL REPAIR & MAINT SERVICES						
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	331	264		1,000	1,000	1,000
6480 TOTAL RENTALS	331	264		1,000	1,000	1,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	5,267	6,982	14,371	8,000	8,400	8,400
6515 AMMUNITION & GUN RANGE USE	309					
6525 BLDG REPAIR/MAINT SUPPLIES		488				
6530 LANDSCAPE MAT'LS & SUPPLIES		269	933			
6545 MOTOR FUELS	1,941	110				
6500 TOTAL SUPPLIES	7,517	7,848	15,304	8,000	8,400	8,400
6650 TOTAL PRINTING AND ADVERTISING						
6690 ADVERTISING - GENERAL	1,031	1,031		1,000	1,200	1,200
6650 TOTAL PRINTING AND ADVERTISING	1,031	1,031		1,000	1,200	1,200

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	2,678	3,185	3,017	3,000	3,300	3,300
6820 DUES AND SUBSCRIPTIONS	214	298	121			
6860 ACTIVITY ASSISTANCE EXPENSE	1,896	1,750	2,010	2,000	2,100	2,100
6800 TOTAL MISCELLANEOUS	4,788	5,233	5,148	5,000	5,400	5,400
6900 TOTAL CAPITAL OUTLAY						
7400 TOTAL TRANSFERS OUT						
7405 INTERFUND PROGRAM TRANSFER OUT	506					
7400 TOTAL TRANSFERS OUT	506					
6001 EXPENDITURES AND EXPENSES	25,525	18,977	25,294	25,000	26,000	26,000
4000 REVENUES AND EXPENDITURES	4,395	13,107-	10,739			
00240 CITY INITIATIVES	4,395	13,107-	10,739			

Fund: Special Projects Fund
Fund Number: 245

DESCRIPTION OF ACTIVITY

The Special Projects/Grants Fund accounts for grants and forfeited vehicle revenues that the City receives and must spend on particular projects. Exact revenues and projects for 2012 are not yet known. The amounts budgeted for 2012 include activity similar to past years with the addition of a one-time purchase of mobile computing devices for use in three police squad cars.

FINANCIAL ANALYSIS

Special Projects Fund	Estimated 2011	Adopted 2012
Available Resources - Beginning Balance	\$ 22,792	\$ 22,792
<i>Revenues</i>		
Federal Grants	15,000	15,000
Forfeitures	15,000	15,000
<i>Expenditures</i>		
Public Safety	(30,000)	(48,000)
Available Resources - Ending Balance	\$ 22,972	\$ 4,792

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00245 SPECIAL PROJECTS / GRANTS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4302 FEDERAL - MISCELLANEOUS	1,332-	1,280-	1,311-	15,000-	15,000-	15,000-
4304 FEDERAL - BULLETPROOF VESTS			354-			
4335 FEDERAL - OPERATION NIGHTCAP	1,981-	5,620-	4,802-			
4340 FEDERAL - SAFE & SOBER	5,192-	13,615-	10,650-			
4300 TOTAL FED INTERGOVERNMENTAL	8,506-	20,516-	17,117-	15,000-	15,000-	15,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4700 TOTAL FINES AND FORFEITURES						
4745 FORFEITURE-SALE>SEIZED VEHICLE	9,570-	9,245-	12,337-	10,000-	10,000-	10,000-
4746 FORFEITURE-VEHICLE SETTLEMENT	3,700-	3,900-	5,500-	5,000-	5,000-	5,000-
4700 TOTAL FINES AND FORFEITURES	13,270-	13,145-	17,837-	15,000-	15,000-	15,000-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
4001 REVENUES	21,776-	33,661-	34,954-	30,000-	30,000-	30,000-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES	6,198	16,394	14,275	12,000	15,000	15,000
6003 TOTAL SALARIES AND WAGES	6,198	16,394	14,275	12,000	15,000	15,000
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	90	225	187	300	300	300
6115 PERA - POLICE	841	2,322	2,013	2,400	2,100	2,100
6170 CLOTHING ALLOWANCE	1,332	1,280	354	1,200	300	300
6185 WORKERS COMP INSURANCE	45	295	289	300	300	300
6100 TOTAL EMPLOYEE BENEFITS	2,308	4,121	2,842	4,200	3,000	3,000
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	4,116	3,080	7,430	3,600	7,500	7,500
6200 TOTAL PROFESSIONAL SERVICES	4,116	3,080	7,430	3,600	7,500	7,500
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	1,243	559	24	1,800		
6440 TOTAL REPAIR & MAINT SERVICES	1,243	559	24	1,800		
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	125					
6540 VEHICLE SUPPLIES		17	3,561	300	4,200	4,200
6500 TOTAL SUPPLIES	125	17	3,561	300	4,200	4,200
6800 TOTAL MISCELLANEOUS						
6830 LICENSES AND TAXES	936		260	300	300	300
6800 TOTAL MISCELLANEOUS	936		260	300	300	300
6900 TOTAL CAPITAL OUTLAY						
6930 VEHICLES	11,012			7,800	18,000	18,000
6900 TOTAL CAPITAL OUTLAY	11,012			7,800	18,000	18,000

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	25,939	24,172	28,392	30,000	48,000	48,000
4000 REVENUES AND EXPENDITURES	4,163	9,489-	6,562-		18,000	18,000
00245 SPECIAL PROJECTS / GRANTS	4,163	9,489-	6,562-		18,000	18,000

Debt Service Funds

Cities often acquire or construct long lived assets such as land, buildings, parks, streets and other types of infrastructure. These purchases often involve large expenditures that can not be handled in the operating budget of a single year. Sale of bonds or other debt is a way to finance these expenditures with the repayment of the debt spread out over many years. Life of the bonds should be equal to or less than the life of the asset acquired with the proceeds of the bonds. This has the advantage that the citizens who make the annual payments on the bonds are the same ones who benefit from use of the asset acquired with the proceeds of the bonds.

Typically, a separate debt service fund is set up to account for each bond issue. Certain revenues are pledged to repayment of a bond at the time the bond issue is sold. It is important to account for these revenues in a way that demonstrates that they have been properly reserved for the payment of principal, interest, and related expenses of that bond issue.

Types of revenue that are frequently pledged to the repayment of debt include: property taxes, special assessments, tax increment financing (TIF), state aid, and utility revenues. Debt being repaid by utility revenues is accounted for in the related enterprise fund.

The City of Crystal has been rated by Moody's Investor Services each time it issued a bond. The most recent rating was in 2011 and was an Aa2 rating. The Aa2 rating reflects the city's mature tax base located in the Twin Cities, healthy financial operations, and modest debt levels with rapid principal repayment.

Fund: G.O. Special Assessment Improvement Bonds, 2004A
Fund Number: 325

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 6 of the street reconstruction project. Phase 6 included that part of the City lying east of western city limits, west of Douglas Drive, north of 36th Avenue, and south of 42nd Avenue – also known as the Brownwood neighborhood.

A portion of the proceeds of the 2004A bonds were used to refinance the 2006 through 2014 maturities the G.O. Special Assessment Improvement Bonds, 1998A. The G.O. Special Assessment Improvement Bonds, 1998A were sold to finance Phase 4 of the street reconstruction project. Phase 4 included that part of the City bounded on the west by Douglas Drive, on the north by 36th Avenue, on the east by Vera Cruz Avenue, and on the south by Welcome Avenue – also known as the East Central neighborhood.

The original amount of the bonds was \$2,045,000 with principal and interest payments running from 2005 through 2020. Interest rates on the bonds range from 2.0% to 4.6% with a weighted average rate of 4.0253%. These bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2014.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00325 2004A IMP BONDS(PH 6)+REF '98						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	99,176-	95,676-	92,026-	90,491-	87,103-	87,103-
4060 SPECIAL ASSESS - DELINQUENT	3,682-	2,639-	8,574-			
4065 SPECIAL ASSESS - PREPAID	67,523-	33,854-	25,554-	31,931-	26,162-	26,162-
4070 SPECIAL ASSESS - PENALTIES	1,245-	1,168-	2,504-	900-		
4075 SPECIAL ASSESS - INTEREST	68,964-	57,604-	48,804-	39,636-	39,636-	39,636-
4050 TOTAL SPECIAL ASSESSMENTS	240,590-	190,941-	177,462-	162,958-	152,901-	152,901-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	30,227-	21,950-	16,562-	10,250-	10,300-	10,300-
4880 CHANGE IN F.V. OF INVESTMENTS	706-	3,851	1,552-			
4800 TOTAL INVESTMENT EARNINGS	30,933-	18,099-	18,115-	10,250-	10,300-	10,300-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	271,523-	209,041-	195,577-	173,208-	163,201-	163,201-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	563	533	512	3,900	700	700
6200 TOTAL PROFESSIONAL SERVICES	563	533	512	3,900	700	700
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	165,000	165,000	155,000	155,000	150,000	150,000
7120 INTEREST EXPENSE	60,408	55,251	49,858	44,355	38,715	38,715
7130 PAYING AGENT CHARGES	431	431	431	500	500	500
7145 ARBITRAGE REBATE PAYMENTS				12,000		
7100 TOTAL DEBT SERVICE	225,839	220,683	205,289	211,855	189,215	189,215
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	226,401	221,215	205,800	215,755	189,915	189,915
4000 REVENUES AND EXPENDITURES	45,122-	12,174	10,224	42,547	26,714	26,714
00325 2004A IMP BONDS(PH 6)+REF '98	45,122-	12,174	10,224	42,547	26,714	26,714

Fund: G.O. Special Assessment Improvement Bonds, 2005A
Fund Number: 326

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 7 of the street reconstruction project. Phase 7 included the Fair and Crystal Heights neighborhoods. The Fair neighborhood is bounded on the west by Douglas Drive, on the north by 42nd Avenue and by the city limits between Adair Avenue and Vera Cruz Avenue, on the east by Adair Avenue between 39th Avenue and 42nd Avenue then by Vera Cruz Avenue between 38th Avenue and 36th Avenue, and on the south by 36th Avenue. The Crystal Heights neighborhood is bounded on the west by Lilac Drive, on the north by 36th Avenue, on the east by Regent Avenue and on the south by the city limits.

The original amount of the bonds was \$1,440,000 with principal and interest payments running from 2006 through 2021. Interest rates on the bonds range from 3.5% to 4.0% with a weighted average rate of 3.9092%. These bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2016.

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00326 2005A IMPROVE BONDS (PH 7)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	58,254-	56,807-	58,536-	56,790-	55,791-	55,791-
4060 SPECIAL ASSESS - DELINQUENT	2,542-	4,196-	8,267-			
4065 SPECIAL ASSESS - PREPAID	31,084-	16,240-	6,885-	28,395-	25,106-	25,106-
4070 SPECIAL ASSESS - PENALTIES	785-	1,179-	2,108-			
4075 SPECIAL ASSESS - INTEREST	54,515-	48,048-	43,219-	36,913-	30,127-	30,127-
4050 TOTAL SPECIAL ASSESSMENTS	147,180-	126,471-	119,014-	122,098-	111,024-	111,024-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	24,988-	17,823-	13,151-	8,500-	8,400-	8,400-
4880 CHANGE IN F.V. OF INVESTMENTS	584-	3,127	1,233-			
4800 TOTAL INVESTMENT EARNINGS	25,572-	14,697-	14,383-	8,500-	8,400-	8,400-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	172,753-	141,168-	133,398-	130,598-	119,424-	119,424-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	272	260	2,952	1,260	250	250
6225 BANK CHARGES / CR CARD FEES			112		150	150
6200 TOTAL PROFESSIONAL SERVICES	272	260	3,064	1,260	400	400
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	105,000	105,000	105,000	100,000	100,000	100,000
7120 INTEREST EXPENSE	49,488	45,813	42,138	38,550	34,800	34,800
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7145 ARBITRAGE REBATE PAYMENTS				12,000		
7100 TOTAL DEBT SERVICE	154,890	151,215	147,540	151,050	135,300	135,300
6001 EXPENDITURES AND EXPENSES	155,162	151,475	150,604	152,310	135,700	135,700
4000 REVENUES AND EXPENDITURES	17,591-	10,307	17,207	21,712	16,276	16,276
00326 2005A IMPROVE BONDS (PH 7)	17,591-	10,307	17,207	21,712	16,276	16,276

Fund: G.O. Aquatic Center Bonds, Series 2005B
Fund Number: 327

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the G.O. Aquatic Center Bonds, Series 2005B. These were sold to finance reconstruction of the City of Crystal's swimming pool, which originally opened in 1968. Voters approved the project in a referendum in the fall of 2004 and the bonds are supported by a market value based property tax levy.

The original amount of the bonds was \$2,395,000 with principal and interest payments running from 2006 through 2020. Interest rates on the bonds range from 3.5% to 4.0% with a weighted average rate of 3.8884%. These bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2016.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00327 2005B AQUATIC CENTER BONDS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	212,170-	203,072-	203,299-	207,400-	211,600-	211,600-
4015 PROP TAX - DELINQUENT	4,018-	4,306-	2,996-			
4020 PROP TAX - PENALTIES/ INTEREST			2			
4005 TOTAL PROPERTY TAXES	216,188-	207,378-	206,293-	207,400-	211,600-	211,600-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	5,954-	4,554-	3,598-	2,400-	2,400-	2,400-
4880 CHANGE IN F.V. OF INVESTMENTS	139-	799	337-			
4800 TOTAL INVESTMENT EARNINGS	6,094-	3,755-	3,935-	2,400-	2,400-	2,400-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	222,282-	211,133-	210,228-	209,800-	214,000-	214,000-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			500			
6200 TOTAL PROFESSIONAL SERVICES			500			
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	130,000	130,000	135,000	140,000	145,000	145,000
7120 INTEREST EXPENSE	78,850	74,300	69,663	64,850	59,500	59,500
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7100 TOTAL DEBT SERVICE	209,253	204,703	205,065	205,350	205,000	205,000
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	209,253	204,703	205,565	205,350	205,000	205,000
4000 REVENUES AND EXPENDITURES	13,030-	6,430-	4,663-	4,450-	9,000-	9,000-
00327 2005B AQUATIC CENTER BONDS	13,030-	6,430-	4,663-	4,450-	9,000-	9,000-

Fund: G.O. Special Assessment Improvement Bonds, 2006A
Fund Number: 328

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 8 of the street reconstruction project. Phase 8 is the Forest South neighborhood. The Forest South neighborhood is bounded on the west by the first tier of lots west of Louisiana Avenue between 42nd and 45th Avenues, and the first tier of lots west of Nevada Avenue between 45th and 47th Avenues; on the north by 47th Avenue between Nevada Avenue and Douglas Drive; on the east by Douglas Drive between 42nd and 47th Avenues; and on the south by 42nd Avenue between Douglas Drive and Louisiana Avenue, and the first tier of lots south of 45th Avenue between Louisiana and Nevada Avenues.

The original amount of the bonds was \$1,855,000 with principal and interest payments running from 2007 through 2022. Interest rates on the bonds range from 3.75% to 4.2% with a weighted average rate of 4.1324%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2016.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00328 2006 IMP BONDS (PH 8)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	105,025-	100,828-	98,733-	95,239-	89,739-	89,739-
4060 SPECIAL ASSESS - DELINQUENT	4,990-	6,594-	17,504-			
4065 SPECIAL ASSESS - PREPAID	88,494-	108,277-	55,522-	52,381-	44,870-	44,870-
4070 SPECIAL ASSESS - PENALTIES	1,593-	1,940-	5,185-			
4075 SPECIAL ASSESS - INTEREST	106,109-	93,708-	78,993-	68,096-	53,844-	53,844-
4050 TOTAL SPECIAL ASSESSMENTS	306,212-	311,346-	255,937-	215,716-	188,453-	188,453-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	14,979-	14,105-	13,339-	8,100-	9,000-	9,000-
4880 CHANGE IN F.V. OF INVESTMENTS	350-	2,474	1,250-			
4800 TOTAL INVESTMENT EARNINGS	15,329-	11,630-	14,589-	8,100-	9,000-	9,000-
4001 REVENUES	321,541-	322,977-	270,526-	223,816-	197,453-	197,453-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	491	458	422	3,900	700	700
6225 BANK CHARGES / CR CARD FEES	147	134		180		
6200 TOTAL PROFESSIONAL SERVICES	637	591	422	4,080	700	700
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	170,000	140,000	135,000	135,000	130,000	130,000
7120 INTEREST EXPENSE	69,310	63,498	58,341	53,279	48,310	48,310
7130 PAYING AGENT CHARGES	431	431	431	500	500	500
7145 ARBITRAGE REBATE PAYMENTS				12,000		
7100 TOTAL DEBT SERVICE	239,741	203,929	193,773	200,779	178,810	178,810
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	240,379	204,520	194,194	204,859	179,510	179,510
4000 REVENUES AND EXPENDITURES	81,162-	118,457-	76,332-	18,957-	17,943-	17,943-
00328 2006 IMP BONDS (PH 8)	81,162-	118,457-	76,332-	18,957-	17,943-	17,943-

Fund: G.O. Special Assessment Improvement Bonds, 2008A
Fund Number: 329

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 9 of the street reconstruction project. Phase 9 is the Cavanaugh Oaks neighborhood. The Cavanaugh Oaks neighborhood is bounded on the west by the Burlington Northern railroad except for two lots fronting on West Broadway and Corvallis Ave; on the north by the Canadian Pacific railroad; on the east by Twin Lake; and on the south by 47th Avenue.

The original amount of the bonds was \$2,190,000 with principal and interest payments running from 2009 through 2024. Interest rates on the bonds range from 3.5% to 4.35% with a weighted average rate of 4.0655%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2018.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00329 2008 IMP BONDS (PH 9)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME		120,245-	115,044-	115,119-	110,448-	110,448-
4060 SPECIAL ASSESS - DELINQUENT			4,217-			
4065 SPECIAL ASSESS - PREPAID	165,918-	140,720-	44,029-	74,827-	66,269-	66,269-
4070 SPECIAL ASSESS - PENALTIES		1,127-	1,498-			
4075 SPECIAL ASSESS - INTEREST	3,143-	200,526-	102,603-	89,793-	79,523-	79,523-
4050 TOTAL SPECIAL ASSESSMENTS	169,060-	462,618-	267,391-	279,739-	256,240-	256,240-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	5,763-	8,619-	9,316-	8,100-	6,800-	6,800-
4880 CHANGE IN F.V. OF INVESTMENTS	63-	1,512	873-			
4800 TOTAL INVESTMENT EARNINGS	5,826-	7,107-	10,189-	8,100-	6,800-	6,800-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS	21,926-					
5000 TOTAL OTHER FINANCING SOURCES	21,926-					
4001 REVENUES	196,812-	469,725-	277,580-	287,839-	263,040-	263,040-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		444	408	500	600	600
6200 TOTAL PROFESSIONAL SERVICES		444	408	500	600	600
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS			215,000	165,000	160,000	160,000
7120 INTEREST EXPENSE		84,960	81,198	74,548	68,860	68,860
7130 PAYING AGENT CHARGES		425	425	500	500	500
7100 TOTAL DEBT SERVICE		85,385	296,623	240,048	229,360	229,360
6001 EXPENDITURES AND EXPENSES		85,829	297,031	240,548	229,960	229,960
4000 REVENUES AND EXPENDITURES	196,812-	383,896-	19,451	47,291-	33,080-	33,080-
00329 2008 IMP BONDS (PH 9)	196,812-	383,896-	19,451	47,291-	33,080-	33,080-

Fund: G.O. Special Assessment Improvement Bonds, 2009A
Fund Number: 330

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 10 of the street reconstruction project. Phase 10 is the Welcome Park neighborhood. The Welcome Park neighborhood is bounded on the north by 51st Place; on the west by Douglas Drive; on the south by 42nd Avenue and West Broadway; and on the east by the Robbinsdale city limits. Sumter Avenue between Bass Lake Road and 58th Avenue was added to Phase 10 due to its deteriorated condition.

The original amount of the bonds was \$3,360,000 with principal and interest payments running from 2010 through 2030. Interest rates on the bonds range from 2.0% to 4.5% with a weighted average rate of 3.7037%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2019.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00330 2009A IMP BONDS (PH 10)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME			125,724-	142,206-	129,985-	129,985-
4065 SPECIAL ASSESS - PREPAID		338,576-	162,891-	135,096-	116,986-	116,986-
4070 SPECIAL ASSESS - PENALTIES			1,105-			
4075 SPECIAL ASSESS - INTEREST		5,998-	300,950-	162,115-	140,383-	140,383-
4050 TOTAL SPECIAL ASSESSMENTS		344,574-	590,669-	439,417-	387,354-	387,354-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME		6,380-	11,461-	6,000-	9,800-	9,800-
4880 CHANGE IN F.V. OF INVESTMENTS		484	1,074-			
4800 TOTAL INVESTMENT EARNINGS		5,896-	12,536-	6,000-	9,800-	9,800-
4001 REVENUES		350,470-	603,205-	445,417-	397,154-	397,154-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			734	750	750	750
6225 BANK CHARGES / CR CARD FEES			273			
6200 TOTAL PROFESSIONAL SERVICES			1,006	750	750	750
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS				185,000	205,000	205,000
7120 INTEREST EXPENSE			108,616	106,767	102,866	102,866
7130 PAYING AGENT CHARGES			425	500	500	500
7100 TOTAL DEBT SERVICE			109,041	292,267	308,366	308,366
7200 TOTAL OTHER FINANCING USES						
6001 EXPENDITURES AND EXPENSES			110,047	293,017	309,116	309,116
4000 REVENUES AND EXPENDITURES		350,470-	493,158-	152,400-	88,038-	88,038-
00330 2009A IMP BONDS (PH 10)		350,470-	493,158-	152,400-	88,038-	88,038-

Fund: G.O. Street Reconstruction Bonds, 2010A&B
Fund Number: 331

DESCRIPTION OF ACTIVITY

Hennepin County is reconstructing the portion of County State Aid Highway 81 (CSAH 81) that runs through the City of Crystal. Hennepin County will reconstruct CSAH 81 in two projects spanning several years. The City of Crystal and Hennepin County reached agreement regarding the amount of local matching funds that the City of Crystal will provide for the projects.

In 2009, the City Council authorized the issuance of up to \$2,600,000 of Street Reconstruction Bonds as authorized in Minnesota Statutes, Section 475.58 to pay for most of the local match. Other parts of the local match will be paid by the Storm Drainage Fund and by special assessments on properties that receive new streets as a result of the project.

Hennepin County agreed to buy the bonds from the City of Crystal on an interest free basis. The City of Crystal will levy a property tax to repay the principal of the bonds over a five year period from 2010 through 2014.

Bonds in the amount of \$1,204,778 were issued in 2009. In 2010, the General Obligation Street Reconstruction Bonds, Series 2010A and 2010B were issued in the total amount of \$2,205,000. These refinanced the bonds issued in 2009 and completed financing for the first phase of the county's reconstruction project.

Authority remains under the 2009 City Council action to issue an additional \$395,000 of bonds to finance costs of the final phase of the reconstruction project.

A property tax of \$534,565 was levied in 2011 for collection in 2012 in order to make a bond principal payment of \$509,109 that is due in December 2012. The property tax levy is 5% more than the payment due as required by state law. Similar property tax levies will be made for collection in 2011, 2012, 2013 and 2014 to made bond principal payments due in December of each year through 2014.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00331 2009B & 2010A&B - HWY 81 BONDS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT			494,082-	534,565-	534,565-	534,565-
4005 TOTAL PROPERTY TAXES			494,082-	534,565-	534,565-	534,565-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT			7,543-			
4345 TOTAL STATE INTERGOVERNMENTAL			7,543-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME			2,859-	1,500-	1,900-	1,900-
4880 CHANGE IN F.V. OF INVESTMENTS			268-			
4800 TOTAL INVESTMENT EARNINGS			3,126-	1,500-	1,900-	1,900-
5100 TOTAL TRANSFERS IN						
4001 REVENUES			504,752-	536,065-	536,465-	536,465-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS			509,109	509,109	509,109	509,109
7100 TOTAL DEBT SERVICE			509,109	509,109	509,109	509,109
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES			509,109	509,109	509,109	509,109
4000 REVENUES AND EXPENDITURES			4,357	26,956-	27,356-	27,356-
00331 2009B & 2010A&B - HWY 81 BONDS			4,357	26,956-	27,356-	27,356-

Fund: G.O. Special Assessment Improvement Bonds, 2011A
Fund Number: 332

DESCRIPTION OF ACTIVITY

This fund is used to account for the payment of principal and interest on the bonds that were sold to finance Phase 11 of the street reconstruction project. Phase 11 is the Broadway Park neighborhood. The Broadway Park neighborhood is bounded on the south by Bass Lake Road; on the east by West Broadway; on the north and west by the New Hope city limits.

The original amount of the bonds was \$1,705,000 with principal and interest payments running from 2012 through 2027. Interest rates on the bonds range from 0.5% to 3.55% with a weighted average rate of 2.6546%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2021.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00332 2011 IMP BONDS (PH 11)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME					110,187-	110,187-
4075 SPECIAL ASSESS - INTEREST					115,696-	115,696-
4050 TOTAL SPECIAL ASSESSMENTS					225,883-	225,883-
4800 TOTAL INVESTMENT EARNINGS						
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES					225,883-	225,883-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES					420	420
6225 BANK CHARGES / CR CARD FEES					180	180
6200 TOTAL PROFESSIONAL SERVICES					600	600
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE					35,493	35,493
7100 TOTAL DEBT SERVICE					35,493	35,493
7200 TOTAL OTHER FINANCING USES						
6001 EXPENDITURES AND EXPENSES					36,093	36,093
4000 REVENUES AND EXPENDITURES					189,790-	189,790-
00332 2011 IMP BONDS (PH 11)					189,790-	189,790-

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Fund: Permanent Improvement Revolving (PIR) Fund
Fund Number: 405

DESCRIPTION OF ACTIVITY

The Permanent Improvement Revolving Fund accounts for most capital expenditures of general benefit to the City. This includes most vehicle purchases, construction of park improvements, improvements and repairs to city buildings, and some street maintenance.

Major sources of revenue for the PIR are investment earnings and a transfer from the General Fund. For the 2012 budget, \$659,000 will be transferred in from the General Fund. Other sources of revenue bring total revenues up to \$991,600.

Expenditures in 2012 total \$991,600 and include the purchase of major vehicles and numerous construction projects.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup - 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00405 PERM IMPROVE REVOLVING (PIR)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	8,294	6,148-	14,013-	6,000-		
4060 SPECIAL ASSESS - DELINQUENT	2,087-	928-	295-			
4065 SPECIAL ASSESS - PREPAID	20,725-	66,006-	99,693-	105,240-	100,800-	100,800-
4070 SPECIAL ASSESS - PENALTIES	496-	233-	123-		15,000-	15,000-
4075 SPECIAL ASSESS - INTEREST	2,759-	2,604-	8,910-	9,000-		
4050 TOTAL SPECIAL ASSESSMENTS	17,773-	75,919-	123,034-	120,240-	115,800-	115,800-
4300 TOTAL FED INTERGOVERNMENTAL						
4328 FEDERAL -AM REC & REINVEST ACT			30,000-			
4300 TOTAL FED INTERGOVERNMENTAL			30,000-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS				95,000-		
4345 TOTAL STATE INTERGOVERNMENTAL				95,000-		
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS			43,523-	9,860-		
4393 LOCAL - MISCELLANEOUS				5,000-	5,000-	5,000-
4390 TOTAL OTHER INTERGOVERNMENTAL			43,523-	14,860-	5,000-	5,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4430 TAXABLE-COPIES, MAPS, DOCS,ETC	98-	140-	186-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T	98-	140-	186-			
4625 TOTAL CH. FOR SERV. - P WORKS						
4626 PARK DEDICATION FEES			3,300-			
4627 CITY EQUIP & LABOR CHARGE OUT		14,504-	10,532-			
4625 TOTAL CH. FOR SERV. - P WORKS		14,504-	13,832-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	363,622-	255,255-	192,388-	115,650-	115,650-	115,650-
4810 INTEREST - INTERNAL FUNDS	894-					
4880 CHANGE IN F.V. OF INVESTMENTS	8,497-	44,778	18,032-			
4800 TOTAL INVESTMENT EARNINGS	373,013-	210,477-	210,419-	115,650-	115,650-	115,650-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS		300-				
4915 REIMBURSEMENT -OTHER	25,538-	31,754-	53,941-			
4935 CABLE COMM FRANCHISE FEE	26,090-	27,898-	28,947-	28,200-	28,950-	28,950-
4950 DONATIONS	2,485-					
4900 TOTAL MISCELLANEOUS	54,112-	59,951-	82,889-	28,200-	28,950-	28,950-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS		1,204,778-	1,000,222-			
5006 ISSUANCE OF REFUNDING BONDS			1,204,778-			
5039 PROCEEDS-SALE OF PROP/EQUIP	10,316-	18,078-	18,242-			
5000 TOTAL OTHER FINANCING SOURCES	10,316-	1,222,856-	2,223,242-			
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	183,926-	33,963-	40,500-	70,160-	67,200-	67,200-
5115 TRANSFER IN - GENERAL FUND	585,456-	253,020-	621,100-	493,250-	659,000-	659,000-

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
5100 TOTAL TRANSFERS IN	769,382-	286,983-	661,600-	563,410-	726,200-	726,200-
4001 REVENUES	1,224,694-	1,870,831-	3,388,725-	937,360-	991,600-	991,600-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	45,000	15,062	35,925			
6225 BANK CHARGES / CR CARD FEES		42	302			
6200 TOTAL PROFESSIONAL SERVICES	45,000	15,104	36,227			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	92,428	144,774	232,924			
6360 ST RECONSTRUCTION -CONTRACTUAL	78,959	5,870				
6300 TOTAL CONTRACTUAL SERVICES	171,387	150,644	232,924			
6400 TOTAL UTILITIES						
6415 RUBBISH REMOVAL	1,185		149			
6400 TOTAL UTILITIES	1,185		149			
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	15,822	15,921	9,158			
6450 EQUIPMENT R & M SERVICES	2,142	4,766				
6470 SERVICE CONTRACTS			1,965			
6440 TOTAL REPAIR & MAINT SERVICES	17,964	20,687	11,123			
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	1,774	3,321	12,352			
6480 TOTAL RENTALS	1,774	3,321	12,352			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	26,855	3,220	375			
6525 BLDG REPAIR/MAINT SUPPLIES		5,623				
6530 LANDSCAPE MAT'LS & SUPPLIES	46,304	31,112	26,063			
6535 EQUIP MAINT SUPPLIES	2,489	7,637	355			
6550 STREET MAINTENANCE MATERIALS	85,436	54,645	53,642			
6555 SAFETY SUPPLIES	2,178	16,022				
6560 STREET SIGNS & POSTS			706			
6565 PLAYGROUND MAINT SUPPLIES	4,959		117			
6570 BALLFIELD MAINT SUPPLIES	3,929					
6575 UTILITY SYSTEM MAINT SUPPLIES	12		537			
6500 TOTAL SUPPLIES	172,161	118,261	81,796			
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	542	361	384			
6690 ADVERTISING - GENERAL		372	129			
6650 TOTAL PRINTING AND ADVERTISING	542	733	513			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES AND TAXES	530		265			
6800 TOTAL MISCELLANEOUS	530		265			
6900 TOTAL CAPITAL OUTLAY						
6910 BUILDINGS & STRUCTURES	231,420	160,796	96,959			
6915 IMPROVEMENTS OTHER THAN BLDGS	81,930	35,642	72,108			
6920 MACHINERY AND EQUIPMENT	164,516	93,194	173,614			

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6925 OFFICE EQUIP & FURNITURE	204,940	55,098	64,214			
6930 VEHICLES	59,463	24,265	115,719			
6936 INFRA- TRAFFIC & TRANSPORT SYS	16	1,204,778	1,488,899			
6940 MISCELLANEOUS CAPITAL OUTLAY				982,860	991,600	991,600
6900 TOTAL CAPITAL OUTLAY	742,285	1,573,772	2,011,513	982,860	991,600	991,600
7100 TOTAL DEBT SERVICE						
7140 DEBT ISSUANCE COSTS			14,024			
7100 TOTAL DEBT SERVICE			14,024			
7180 INTERFUND SERVICES USED						
7200 TOTAL OTHER FINANCING USES						
7212 REFUNDED BONDS REDEEMED			1,204,778			
7200 TOTAL OTHER FINANCING USES			1,204,778			
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	1,152,829	1,882,522	3,605,662	982,860	991,600	991,600
4000 REVENUES AND EXPENDITURES	71,864-	11,691	216,938	45,500		
00405 PERM IMPROVE REVOLVING (PIR)	71,864-	11,691	216,938	45,500		

PIR Fund (Fund 405)
Multi-Year Capital Improvement Plan
2012 Adopted Budget

<u>BU</u>	<u>Project Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
	<u>ADMINISTRATION / ELECTIONS / FINANCE</u>					
4122	Emergency Operations Center - TV and Projector	10,000				
4110	Security Control System	9,000				
4111	Computer Hardware and Software	35,300	39,500	51,000	52,000	52,500
4115	Replace Server	14,000	14,500	15,000	15,500	16,000
4121	Replace Administration & Finance copy machines					40,000
	Records Management			60,000	100,000	
4115	Replace Tape Drive Library			16,000		
	TOTAL ADMINISTRATION / ELECTIONS / FINANCE	68,300	54,000	142,000	167,500	108,500
	<u>CITY BUILDINGS</u>					
4327	City Hall - Misc. Concrete Repair	2,000				
4337	City Hall - roof hatch and ladder	10,000				
4338	City Hall - replace downstairs hot water heater		11,000			
4336	City Hall - air compressor duplex unit	2,000				
4304	City Hall - Police garage/parking lot dtainage	14,000				
4338	City Hall - Bldg. Upgrades - Boiler replacement		40,000			
4336	City Hall - replace rooftop air conditioners, 2nd & 3rd units	30,000		30,000		
4337	City Hall R & M - roof, last half			90,000		
4340	CCC - Replace Air conditioner, 3rd unit	30,000				
4318	CCC - Misc. Tile Repair (Front Counter)				2,000	
4340	CCC - air compressor	2,000				
4342	CCC - generator	70,000				
4321	CCC - replace south parking lot			80,000		
4343	CCC - pool building roof replacement			90,000		
4314	Fire - South - Replace Roof		80,000			
4330	Parks - Furnances, Becker in 2011, Forest in 2013		5,000			
4309	No. Lions Park Building door replacement	3,000				
4309	Broadway wood trim replacement	4,000				
4322	Parks - Hand Dryers for Warming Houses		5,000			
4326	Parking lots - Becker South in 2012, Becker West in 2016	22,000				23,000
4326	Parking lots - Bassett Creek North in 2013, East in 2015		15,000		18,000	
4326	Valley Place west parking lot				20,000	
	TOTAL CITY BUILDINGS	189,000	156,000	290,000	40,000	23,000
	<u>COMMUNITY DEVELOPMENT</u>					
4504	Replace Staff Car #56, 2006 Chevy Malibu			25,000		
4505	Replace Staff Car #57, 2006 Chevy Malibu				25,000	
4506	Replace Staff Car #58, 2006 Chevy Malibu				25,000	
	TOTAL COMMUNITY DEVELOPMENT	0	0	25,000	50,000	0

<u>BU</u>	<u>Project Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
	<u>ENGINEERING</u>					
4603	GIS computer hardware & software			5,000		
4605	New Hennepin Aerial Maps	3,000			3,000	
4606	Replace #42 - 2002 Chevy pickup 4x4			25,000		
4607	Traffic Count Equipment		1,500			
4608	Repaint #40 - 1998 Dodge Ram pickup	3,000				
4609	Replace backpack inventory GPS	7,000				
	TOTAL ENGINEERING	13,000	1,500	30,000	3,000	0

	<u>STREET IMPROVEMENTS</u>					
4901	Annual Sidewalk, Curb and Gutter Replacement	12,000	12,000	12,000	12,000	12,000
4902	Retaining Wall Replacement - Citywide	12,000	12,000	12,000	12,000	12,000
4903	Street Overlay Projects	50,000	50,000	50,000	50,000	50,000
4905	Alley Reconstruction, Phases 6 - 10	168,000	171,000	158,000	170,000	150,000
4906	Local share County Highway 81 Reconstruction		395,000			
	TOTAL STREET IMPROVEMENTS	242,000	640,000	232,000	244,000	224,000

	<u>STREETS</u>					
4713	Scan Tool Update	1,800		1,900		1,900
4711	Replace #307 - 2001 3/4 ton pickup	24,000				
4729	Replace #342 - trailer for 1990 roller	8,000				
4709	Replace #316 - 2000 1 ton 4x4 pickup	60,000				
4716	Replace #306 - 2002 1/2 ton pickup		25,000			
4728	Replace #334 - 1997 Melroe Bobcat		45,000			
4747	Replace #332 - 1995 Wacker Plate Tamper		2,500			
4701	Replace #303 - 1994 Trackless sidewalk plow		110,000			
4730	Replace #302B - 2006 Trackless sidewalk plow broom			8,000		
4748	Replace #314 - 1999 5 yard dumptruck & plow			180,000		
4732	Rehab #364 Patching Hot Box				3,500	
4704	Replace #312 - 2000 5 yard dumptruck & plow				180,000	
4712	Replace #339 Tack tanks (1998)				30,000	
4719	Replace #336 crack sealer					52,000
4721	Replace #305 Bucket truck (2000)					80,000
4729	Replace #345 Bobcat trailer (1999)					8,000
	TOTAL STREETS	93,800	182,500	189,900	213,500	141,900

	<u>FORESTRY</u>					
5800	Boulevard Tree Planting	27,000	28,000	28,000	28,000	28,000
5801	Tree inventory equipment replacement	4,000				2,000
5805	Replace Forestry truck #44 - 1998 Dodge		22,000			
	TOTAL FORESTRY	31,000	50,000	28,000	28,000	30,000

BU	Project Description	2012	2013	2014	2015	2016
	<u>PARKS</u>					
5019	Replace Park Fences	7,500				
5037	Resurface Basketball Courts	4,000		4,000		
5013	MAC Boardwalk	14,000				
5016	Becker Park retaining wall	22,500				
5016	Cavanaugh play ground retaining wall	7,500				
5004	Replace Becker Park soft ball fences	90,000				
5052	Upgrade Skate Park equipment		10,000		10,000	
5038	Restore Native Vegetation - Various Park Sites & Twin Lake		10,000			
5000	Cavanagh drinking fountain replacement			2,500		
	Park Equipment - Bassett Creek Park					120,000
5056	Valley Place second hockey rink	55,000				
5068	Valley Place hockey rink lights	50,000				
5056	Install permanent hockey rink - Twin Oaks Park		45,000			
5056	Rebuild hockey rinks - Welcome Park		50,000			
5056	Rebuild Hockey Rink - Iron Horse Park				50,000	
5042	Small Equip - Replace #163 - 1990 Honda Pressure Washer			2,200		
5069	Replace #111 - 1997 Ford F250	50,000				
5059	Replace #114 - 1984 Kubota tractor		20,000			
5014	Replace #103 - 2000 GMC 1 ton pickup & plow		55,000			
5070	Replace #104 - 2000 GMC 3/4 ton truck		40,000			
5007	Replace #123 - 2000 Toro 455D			40,000		
5031	Replace #117A Ersrwe snowblower				8,000	
	Replace #120 2001 Toro Workman				10,000	
	Replace #127 - 2003 Toro 580D mower					85,000
	TOTAL PARKS	300,500	230,000	48,700	78,000	205,000

<u>SWIMMING POOL/WATERSLIDE</u>						
5415	Replace shower fixtures & shower heads	2,000	2,000			2,000
5406	Replace Sand In Sand Filters	7,000				
5400	Chemical feed equipment controllers (3)	3,500	3,500	3,500		
5420	Security camera in concessions area	7,000				
5404	Water slide gelcoat & renovation		80,000			
5401	Lounge Seating			4,000		
5416	Water Walk cargo net			7,000		
5415	Pool - replace louvers and frames				20,000	
5416	Splash Pad				100,000	
	Extend Entryway				84,150	
	Entryway Decorative Structures/Panels				66,000	
	Replace building hot water heater					1,000
	Renovate/Maintain Spray Features					10,000
	Umbrella and/or Fabric replacement program (3)					15,000
	TOTAL SWIMMING POOL/WATERSLIDE	19,500	85,500	14,500	270,150	28,000

BU	Project Description	2012	2013	2014	2015	2016
	COMMUNITY CENTER					
5615	Replace Covering On Gym Walls	10,000				
5607	Rectangular tables & table carts	3,000		3,500		
5615	MN Room pool table recover	1,000				
5614	Replacement Program for Outside Doors	10,000				
5600	Purchase Kia-Vac for restroom cleaning	3,500				
5600	Automatic door for handicap access to MN Room	2,500				
5616	Replace emergency lighting with LED fixtures	2,500				
5615	Replace Activity Room counter top	2,000				
5606	Folding Chairs		3,000			
5618	Washer/dryer		6,000			
5600	Replace screen in gym		4,000			
5600	Replace ice maker			2,500		
5603	Padded Chairs			3,500		
5616	Game Room lighting			7,500		
5601	Misc. Furnishings - Stage Curtain Replacement				5,000	
5615	Misc. Repair/Replace - Rolldown Doors (Kitchen & Office)				5,000	
5618	Replace refrigerator				4,000	
5615	Replace hand dryers in all restrooms				6,500	
5617	Resurface Gym Floor					40,000
5605	Replacement program for TV's/DVD players					2,500
5613	Replace carpet in Day Care Room					3,500
	TOTAL COMMUNITY CENTER	34,500	13,000	17,000	20,500	46,000

TOTAL EXPENDITURES	991,600	1,412,500	1,017,100	1,114,650	806,400
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FUNDING SOURCES						
	Special Assessment Income	15,000	15,000	15,000	15,000	15,000
	Special Assessment Income - Alley Project	100,800	102,600	94,800	102,000	90,000
	HRG Recycling Grant	5,000	5,000	5,000	5,000	5,000
	Interest Income	128,500	166,534	209,380	254,252	256,680
	Interest Income - 10% to Fund Balance	(12,850)	(16,653)	(20,938)	(25,425)	(25,668)
	Cable Franchise Fee	28,950	29,700	30,450	31,200	31,950
	Sale of Bonds		395,000			
	Transfer from Storm Water Fund (Alley Construction)	67,200	68,400	63,200	68,000	60,000
	Transfer from General Fund (Tax Levy)	659,000	678,770	699,133	720,107	741,710
	TOTAL FUNDING SOURCES	991,600	1,444,351	1,096,025	1,170,134	1,174,672
	SURPLUS OR (DEFICIT)	0	31,851	78,925	55,484	368,272

Fund Balance on 12/31/2010: \$8,379,136	8,326,707	8,375,211	8,475,074	8,555,984	8,949,923
Assumed Return on Investments	1.5%	2.0%	2.5%	3.0%	3.0%
Annual increase in General Fund Transfer	3.0%	3.0%	3.0%	3.0%	3.0%

Fund: Major Building Replacement Fund
Fund Number: 408

DESCRIPTION OF ACTIVITY

The Major Building Replacement Fund is accumulating a replacement reserve for the eventual building replacements and major remodeling of the City Hall/Police Station, Fire Stations 1 & 2, the Streets/Parks Garage, and the Community Center.

The Major Building Replacement Fund was created on January 1, 2007 by a transfer of \$8,000,000 from the Permanent Improvement Revolving Fund. The only ongoing source of revenue will be investment earnings, although surplus funds from other sources could be transferred into the fund from time to time.

The Pool Reconstruction Fund transferred its remaining balance of \$60,390 to the Major Building Replacement Fund as of December 31, 2008.

Building replacements and major remodeling will then be paid for with a combination of a draw from the Major Building Replacement Fund and a bond sale. The percentage of each source will be set by the City Council.

Planning is underway to establish the extent and timing of major remodeling or replacement of the City's five major buildings over the next ten years.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00408 MAJOR BUILDING REPLACEMENT						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	376,857-	270,313-	209,197-	138,000-	140,000-	140,000-
4880 CHANGE IN F.V. OF INVESTMENTS	8,807-	47,419	19,607-			
4800 TOTAL INVESTMENT EARNINGS	385,663-	222,894-	228,804-	138,000-	140,000-	140,000-
4900 TOTAL MISCELLANEOUS						
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	60,390-					
5100 TOTAL TRANSFERS IN	60,390-					
4001 REVENUES	446,053-	222,894-	228,804-	138,000-	140,000-	140,000-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6300 TOTAL CONTRACTUAL SERVICES						
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6650 TOTAL PRINTING AND ADVERTISING						
6800 TOTAL MISCELLANEOUS						
6900 TOTAL CAPITAL OUTLAY						
7200 TOTAL OTHER FINANCING USES						
4000 REVENUES AND EXPENDITURES	446,053-	222,894-	228,804-	138,000-	140,000-	140,000-
00408 MAJOR BUILDING REPLACEMENT	446,053-	222,894-	228,804-	138,000-	140,000-	140,000-

Fund: Police Equipment Revolving Fund (PERF)
Fund Number: 235

DESCRIPTION OF ACTIVITY

The Police Equipment Revolving Fund was created in 1999 using surplus funds freed up by the consolidation of the police pension fund into the Minnesota PERA pension fund. The intention was that interest earnings on the \$2,900,000 balance would pay for capital equipment needed by the police department.

Ever increasing amounts and complexity of technology in police work have increased demand on the PERF. A transfer from the General Fund of \$114,400 will be made in 2012 to balance the PERF budget.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00235 POLICE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4302 FEDERAL - MISCELLANEOUS				1,100-		
4304 FEDERAL - BULLETPROOF VESTS			1,296-			
4328 FEDERAL -AM REC & REINVEST ACT		7,827-	49,502-			
4300 TOTAL FED INTERGOVERNMENTAL		7,827-	50,799-	1,100-		
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS				1,900-		
4349 STATE - BULLETPROOF VESTS			8,615-			
4345 TOTAL STATE INTERGOVERNMENTAL			8,615-	1,900-		
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	130,333-	90,942-	69,303-	41,896-	41,580-	41,580-
4880 CHANGE IN F.V. OF INVESTMENTS	3,046-	15,953	6,496-			
4800 TOTAL INVESTMENT EARNINGS	133,378-	74,989-	75,798-	41,896-	41,580-	41,580-
4900 TOTAL MISCELLANEOUS						
4950 DONATIONS		1,600-				
4900 TOTAL MISCELLANEOUS		1,600-				
5000 TOTAL OTHER FINANCING SOURCES						
5015 ISSUANCE OF NOTES			58,501-			
5039 PROCEEDS-SALE OF PROP/EQUIP	8,400-	10,513-	13,628-	12,000-	10,000-	10,000-
5000 TOTAL OTHER FINANCING SOURCES	8,400-	10,513-	72,129-	12,000-	10,000-	10,000-
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	82,718-	85,200-	94,850-	102,300-	114,400-	114,400-
5100 TOTAL TRANSFERS IN	82,718-	85,200-	94,850-	102,300-	114,400-	114,400-
4001 REVENUES	224,496-	180,129-	302,191-	159,196-	165,980-	165,980-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING ALLOWANCE			17,196		9,800	9,800
6100 TOTAL EMPLOYEE BENEFITS			17,196		9,800	9,800
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	500					
6200 TOTAL PROFESSIONAL SERVICES	500					
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	4,185					
6500 TOTAL SUPPLIES	4,185					
6900 TOTAL CAPITAL OUTLAY						
6920 MACHINERY AND EQUIPMENT	54,561	30,704	52,154		46,700	46,700
6925 OFFICE EQUIP & FURNITURE	3,487	7,827	9,643			
6926 SOFTWARE			58,501			
6930 VEHICLES	124,822	141,451	112,138		97,000	97,000
6940 MISCELLANEOUS CAPITAL OUTLAY				169,090		
6900 TOTAL CAPITAL OUTLAY	182,870	179,982	232,435	169,090	143,700	143,700

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS			12,401		11,019	11,019
7120 INTEREST EXPENSE	894				1,383	1,383
7100 TOTAL DEBT SERVICE	894		12,401		12,402	12,402
7200 TOTAL OTHER FINANCING USES						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	188,449	179,982	262,032	169,090	165,902	165,902
4000 REVENUES AND EXPENDITURES	36,048-	147-	40,159-	9,894	78-	78-
00235 POLICE EQUIPMENT REVOLVING	36,048-	147-	40,159-	9,894	78-	78-

Police Equipment Revolving Fund (Fund 235)

Multi-Year Capital Improvement Plan

2012 Adopted Budget

<u>BU</u>	<u>Car</u>	<u>Project Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
3501	200	2011 Ford Crown Victoria	Patrol/traffic				38,000
3502	201	2008 Ford Crown Victoria	Patrol	35,000			38,000
3503	202	2011 Ford Crown Victoria	Patrol			37,000	
3504	203	2010 Ford Crown Victoria	Patrol		36,000		38,000
3505	204	2010 Ford Crown Victoria	Patrol		36,000		38,000
3506	205	2007 Chevy Impala, black	Investigations			25,000	
3507	206	2007 Chevy Impala, blue	Investigations			25,000	
3508	207	2005 Dodge Caravan	Investigations	25,000			
3509	208	2010 Ford Crown Victoria	Patrol		36,000		38,000
3510	209	2008 Chevy Impala, silver	Chief		25,000		
3511	210	2009 Ford F150 4x4	C.S.O.	37,000			38,000
3512	211	2011 Ford Crown Victoria	Patrol			37,000	
3516	215	2009 Ford Expedition	Patrol Supervisors			38,000	
3500		Ballistic shield		5,000			
3530		ID C-30 printer					
3533		Computer Aided Dispatch / Records System	12,402	12,402	12,402	12,402	
3535		Mobile radios (\$5,000 each)	15,000	15,000	15,000	15,000	15,000
3536		Mobile Data Computers (\$6,000 each)		18,000		6,000	24,000
3537		Mobile Radar/Lidar Replacement			10,400	8,600	
3538		In squad digital video			12,000	12,000	6,000
3539		Replace L3 digital video server					18,000
3540		Defibrillator Units (\$2,000)				8,000	8,000
3541		X-26 Tasers (28 needed at \$1,000 each)			15,000	2,000	11,000
3545		Handgun / rifle replacement	3,700				
3546		Portable radios (\$2,800 each)	28,000	2,800	17,400	14,800	14,800
5347		Bullet-proof vests				20,000	10,000
3548		Tactical vests (\$1,600 each)	4,800		4,800		
Total			165,902	181,202	199,002	224,802	258,800

Funding Sources

Interest Income	46,200	60,120	75,230	90,395	90,540
Interest Income - 10% to Fund Balance	-4,620	-6,012	-7,523	-9,039	-9,054
Sale of Property	10,000	10,000	10,000	10,000	10,000
Federal grant - bullet-proof vests				2,200	
State grant - bullet-proof vests				5,800	
Operating Transfer from General Fund	114,400	117,832	121,367	125,008	128,758
<hr/>					
Total	165,980	181,940	199,074	224,363	220,245
<hr/>					
Budgeted Expenditures (Over)/Under Funding Sources	78	738	72	(439)	(38,555)

Fund: Fire Equipment Revolving Fund (FERF)
Fund Number: 409

DESCRIPTION OF ACTIVITY

The City of Crystal partnered with the City of New Hope to create a joint fire department called the West Metro Fire-Rescue District in 1998. Major equipment of the department includes a ladder truck, four pumpers and three rescue trucks. These trucks have twenty year lives and must be replaced on a schedule.

The Fire Equipment Revolving Fund was created in 2007 with a transfer of \$192,000 from the General Fund. A transfer from the General Fund of \$117,000 was made in 2008. Other transfers in 2008 included the residual balance of \$4,777 from the Fire Equipment Certificates of Indebtedness of 2003 Fund and \$430,000 from the Post Employment Health Benefits Fund.

A transfer from the General Fund of \$105,000 was made in the 2011 adopted budget. No transfer is included in the 2012 adopted budget. It is intended to make periodic transfers from the General Fund in years when the General Fund achieves a budget surplus at the end of a year. Interest earnings and transfers of surplus funds are expected to build up to a balance that will be sufficient to pay for Crystal's share of the West Metro Fire and Rescue District's purchases of fire trucks.

The next major purchase planned by West Metro is two rescue trucks in about the year 2015.

Budget Report

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00409 FIRE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	9,999-	23,406-	15,348-	75-	4,800-	4,800-
4880 CHANGE IN F.V. OF INVESTMENTS	234-	4,106	1,439-			
4800 TOTAL INVESTMENT EARNINGS	10,232-	19,300-	16,787-	75-	4,800-	4,800-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	434,777-					
5115 TRANSFER IN - GENERAL FUND	117,000-	98,899-	281,900-	105,000-		
5100 TOTAL TRANSFERS IN	551,777-	98,899-	281,900-	105,000-		
4001 REVENUES	562,009-	118,199-	298,687-	105,075-	4,800-	4,800-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES			636,856	636,857		
6200 TOTAL PROFESSIONAL SERVICES			636,856	636,857		
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES			636,856	636,857		
4000 REVENUES AND EXPENDITURES	562,009-	118,199-	338,169	531,782	4,800-	4,800-
00409 FIRE EQUIPMENT REVOLVING	562,009-	118,199-	338,169	531,782	4,800-	4,800-

Fund: Street Maintenance Fund
Fund Number: 410

DESCRIPTION OF ACTIVITY

The Street Maintenance Fund accounts for the cost of seal coating streets that have been reconstructed under the Crystal Local Street Reconstruction program. It is estimated that the streets will last about 50 years with maintenance. Streets age at different rates depending on things like traffic loads and subsoil conditions.

A commitment was made to the citizens at the start of the street reconstruction program that they wouldn't be assessed for maintenance of the streets while they were still paying the assessment for street reconstruction.

Resolution 2000-12 established the Street Maintenance Fund as a separate fund. It only expressly mentions seal coating. Overlays are an essential part of a long term street maintenance program. The City Council has ruled that only seal coat projects will be funded by the Street Maintenance Fund. Overlays will be assessed to the property owners (street reconstruction assessments will be paid off by them).

Major sources of revenue for the Street Maintenance Fund are investment earnings and a transfer from the General Fund. For the 2012 budget, \$69,300 will be transferred in from the General Fund.

The streets that were reconstructed in the Brownwood Neighborhood in 2004 during Phase 6 are scheduled to receive their second seal coating during 2012.

In addition to seal coat projects, this fund also accounts for intensified maintenance that is needed Phases 1, 2 and 3 because this pavement is deteriorating faster than expected. Costs are estimated at \$30,000 in 2012 for intensified patching and continue annually until the phases undergo mill and overlay. The streets will also need more frequent seal coating until they undergo the mill and overlay in the years 2017, 2018 and 2019.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00410 STREET MAINTENANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME				14,112-	14,103-	14,103-
4065 SPECIAL ASSESS - PREPAID			53,423-	10,584-	9,872-	9,872-
4075 SPECIAL ASSESS - INTEREST			37-	12,700-	11,846-	11,846-
4050 TOTAL SPECIAL ASSESSMENTS			53,460-	37,396-	35,821-	35,821-
4345 TOTAL STATE INTERGOVERNMENTAL						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4430 TAXABLE-COPIES, MAPS, DOCS,ETC		28-	331-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T		28-	331-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	95,292-	70,344-	50,670-	28,200-	26,653-	26,653-
4880 CHANGE IN F.V. OF INVESTMENTS	2,227-	12,340	4,749-			
4800 TOTAL INVESTMENT EARNINGS	97,519-	58,004-	55,419-	28,200-	26,653-	26,653-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER		5,259-	272,442-			
4900 TOTAL MISCELLANEOUS		5,259-	272,442-			
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	61,573-	63,420-	65,300-	67,250-	69,300-	69,300-
5100 TOTAL TRANSFERS IN	61,573-	63,420-	65,300-	67,250-	69,300-	69,300-
4001 REVENUES	159,092-	126,712-	446,952-	132,846-	131,774-	131,774-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		4,631	28,726			
6225 BANK CHARGES / CR CARD FEES			106			
6200 TOTAL PROFESSIONAL SERVICES		4,631	28,832			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		62,728	814,208	341,179	171,493	171,493
6300 TOTAL CONTRACTUAL SERVICES		62,728	814,208	341,179	171,493	171,493
6440 TOTAL REPAIR & MAINT SERVICES						
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP			1,289			
6480 TOTAL RENTALS			1,289			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES			1,651			
6550 STREET MAINTENANCE MATERIALS			136	56,135	30,000	30,000
6560 STREET SIGNS & POSTS			6,763			
6500 TOTAL SUPPLIES			8,550	56,135	30,000	30,000
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE		115	163			
6600 TOTAL COMMUNICATIONS		115	163			

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			272			
6690 ADVERTISING - GENERAL		379	64			
6650 TOTAL PRINTING AND ADVERTISING		379	336			
6800 TOTAL MISCELLANEOUS						
7180 INTERFUND SERVICES USED						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES		67,853	853,378	397,314	201,493	201,493
4000 REVENUES AND EXPENDITURES	159,092-	58,859-	406,426	264,468	69,719	69,719
00410 STREET MAINTENANCE	159,092-	58,859-	406,426	264,468	69,719	69,719

Fund: Street Reconstruction Fund
Fund Number: 415

DESCRIPTION OF ACTIVITY

The Street Reconstruction Fund accounts for the cost of reconstructing streets in the Crystal Local Street Reconstruction program. This is a long term plan to reconstruct local streets across the entire city. It began with a study delivered to the City on March 31, 1993.

City streets were divided into sixteen phases for reconstruction. A phase is reconstructed in most years, with an occasional pause for planning. Phases 1 through 11 were reconstructed between 1994 and 2011.

Phase 12, known as the Forest North neighborhood, will be reconstructed in 2012. It includes the area bounded by 51st Place on the north, the Crystal/New Hope city limits on the west, 47th Avenue on the south, and Douglas Drive on the east. Small portions of some streets shared with the City of New Hope are included in the project.

Phase 13 is planned for 2013 in the Becker Park neighborhood. Plan preparation and surveying will be performed in 2012.

Appropriations for the Street Reconstruction Fund total \$4,597,190 in 2012 and break out as \$638,457 to complete Phase 11, \$3,778,733 for construction of Phase 12 and \$180,000 for planning Phase 13.

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00415 STREET RECONSTRUCTION						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	176,350-	234,060-	241,781-	264,975-	231,610-	231,610-
4060 SPECIAL ASSESS - DELINQUENT	3,749-	3,473-	6,126-			
4065 SPECIAL ASSESS - PREPAID	814,207-	1,123,461-	39,462-	566,155-	827,557-	827,557-
4070 SPECIAL ASSESS - PENALTIES	1,406-	1,871-	2,461-			
4075 SPECIAL ASSESS - INTEREST	57,762-	110,109-	104,725-	75,207-	74,450-	74,450-
4050 TOTAL SPECIAL ASSESSMENTS	1,053,474-	1,472,973-	394,556-	906,337-	1,133,617-	1,133,617-
4300 TOTAL FED INTERGOVERNMENTAL						
4345 TOTAL STATE INTERGOVERNMENTAL						
4385 STATE - STREET AID	134,549-	189,605-	569,159-	570,000-		
4345 TOTAL STATE INTERGOVERNMENTAL	134,549-	189,605-	569,159-	570,000-		
4390 TOTAL OTHER INTERGOVERNMENTAL						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	125,168-	76,808-	59,147-	26,571-	63,823-	63,823-
4880 CHANGE IN F.V. OF INVESTMENTS	2,925-	13,474	5,544-			
4800 TOTAL INVESTMENT EARNINGS	128,093-	63,334-	64,691-	26,571-	63,823-	63,823-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	22,290-	4,522-				
4915 REIMBURSEMENT -OTHER	76,390-	826,448-	128-	73,546-	9,575-	9,575-
4900 TOTAL MISCELLANEOUS	98,680-	830,969-	128-	73,546-	9,575-	9,575-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS	2,168,074-	3,360,000-		1,876,546-	2,772,021-	2,772,021-
5000 TOTAL OTHER FINANCING SOURCES	2,168,074-	3,360,000-		1,876,546-	2,772,021-	2,772,021-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	160,069-	153,183-				
5100 TOTAL TRANSFERS IN	160,069-	153,183-				
4001 REVENUES	3,742,938-	6,070,064-	1,028,533-	3,453,000-	3,979,036-	3,979,036-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	698,102	624,981	218,768	725,103	725,810	725,810
6225 BANK CHARGES / CR CARD FEES	1,114	7,111	236	7,000		
6250 LEGAL SERVICES - GENERAL		285				
6200 TOTAL PROFESSIONAL SERVICES	699,216	632,376	219,004	732,103	725,810	725,810
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	81,874	20,285		75,161		
6315 TREE TRIM / REMOVAL SERVICES	12,935	1,341				
6360 ST RECONSTRUCTION -CONTRACTUAL	3,539,539	5,205,653	1,105,639	2,448,462	3,800,000	3,800,000
6300 TOTAL CONTRACTUAL SERVICES	3,634,348	5,227,279	1,105,639	2,523,623	3,800,000	3,800,000
6500 TOTAL SUPPLIES						

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6505 OPERATING SUPPLIES	616	131	52	7,516		
6530 LANDSCAPE MAT'LS & SUPPLIES	271	94				
6550 STREET MAINTENANCE MATERIALS	738	285	1,200			
6560 STREET SIGNS & POSTS	20,912	13,187				
6580 SEWER LINE REPAIR SUPPLIES		339				
6500 TOTAL SUPPLIES	22,537	14,037	1,252	7,516		
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	828	977	229			
6690 ADVERTISING - GENERAL	134					
6650 TOTAL PRINTING AND ADVERTISING	962	977	229			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES AND TAXES	265	997				
6800 TOTAL MISCELLANEOUS	265	997				
6900 TOTAL CAPITAL OUTLAY						
6905 LAND		13,000				
6900 TOTAL CAPITAL OUTLAY		13,000				
7100 TOTAL DEBT SERVICE						
7140 DEBT ISSUANCE COSTS	28,080	32,305		84,556	61,000	61,000
7100 TOTAL DEBT SERVICE	28,080	32,305		84,556	61,000	61,000
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND		5,343		10,381	10,380	10,380
7180 INTERFUND SERVICES USED		5,343		10,381	10,380	10,380
7200 TOTAL OTHER FINANCING USES						
7215 DISCOUNT ON DEBT ISSUED	1,069	43,680				
7200 TOTAL OTHER FINANCING USES	1,069	43,680				
6001 EXPENDITURES AND EXPENSES	4,386,476	5,969,995	1,326,123	3,358,179	4,597,190	4,597,190
4000 REVENUES AND EXPENDITURES	643,538	100,069-	297,590	94,821-	618,154	618,154
00415 STREET RECONSTRUCTION	643,538	100,069-	297,590	94,821-	618,154	618,154

Water Utility Fund – 505

2012 Profile and Budget Summary

The Water Utility provides potable water to residents, businesses, and other customers of the City through approximately 8,400 metered accounts. The Cities of Crystal, Golden Valley, and New Hope established a joint water commission (JWC) in 1963 to provide for the creation and maintenance of a shared water supply, storage, and distribution system through which filtered and softened water purchased from the City of Minneapolis could be supplied to the population of the member cities.

Personnel Expenses

This table illustrates the personnel that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Utilities Superintendent	0.40	0.40	0.40
Maintenance II	2.40	2.40	2.40
Seasonal part-time maintenance		0.13	0.13
PW administrative assistant	0.32	0.32	0.32
Utility billing specialist	0.40	0.40	0.40
Payroll/utility billing specialist	0.30	0.40	0.32

The Water, Sewer, and Storm Drainage Funds are supported by the same personnel with personnel costs being allocated 40% to Water, 40% to Sewer and 20% to Storm Drainage.

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Utilities Superintendent (1): Supervisory work in directing the activities of three Utilities. This position is responsible for the overall maintenance and operation of the City's Utilities infrastructure, including the operation of the radio read water metering system.
- Maintenance II (6): Maintains high service water pumps & reservoir, watermains, water meters, operates various trucks & equipment and is available to work on-call nights & weekends.
- Public Works Administrative Assistant (0.6): Handles voice, email & mail communications for department prepares data & spreadsheets, copies & files documents and assists in setting up public meetings.
- Utility Billing Specialist (1): Processes utility billing including meter readings, monthly billings, payments, ownership changes, meter changes and annual

assessment of delinquent accounts and provides customer service to utility customers.

- Payroll/Utility Billing Specialist (0.8): Processes bi-weekly payrolls for employees. Acts as the backup to utility billing, scans daily utility payments into billing system, and provides customer service to utility customers.

Funding Sources

The Water Fund is supported by charges for water sales and related water service fees.

2012 Goals and Objectives

- Continue with the reactivation of New Hope Well #1 as part of the development of and emergency backup water supply.
- Reline portions of the Winnetka Hills watermain at an estimated cost of \$500,000.
- Continue with the replacement of control valves on large diameter mains.
- Oversee the development of plans and specifications for the replacement of the Robbinsdale portion of the domestic water pipeline from Minneapolis as part of the Hennepin County reconstruction of County Road 9.

Budget Highlights

Line Item/Description	Amount	Discussion
6365 / Water charges Joint Water Commission	\$1,962,378	Cost of water purchased from the City of Minneapolis through the JWC (Cities of Crystal, Golden Valley & New Hope)
6370 / Service connection fees	\$51,000	Annual fee of \$6.36 per water connection charged by the MN Dept. of Health for water testing
7181 / Admin. service charge by General Fund	\$112,060	Cost for employees in the Administration, Engineering & Finance departments who are charged to the General Fund but spend part of their time supporting the Water Fund

Water Rates

The residential and commercial water rates and fees will remain at the levels adopted for 2011. Conservation water rates were adopted in 2011 and more experience is needed with the new rates before determining if they are producing the revenue needed to operate the water system. A conservation rate structure means a rate structure that encourages conservation. Crystal adopted a system of block rates where the rate per unit of water consumed increases as the customer consumes more water. The City also converted from 100 cubic foot units to 1,000 gallon units for billing purposes.

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00505 WATER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	146-	3,863	924-			
4065 SPECIAL ASSESS - PREPAID			735-			
4070 SPECIAL ASSESS - PENALTIES	8,621-	11,252-	9,512-	9,000-	9,000-	9,000-
4075 SPECIAL ASSESS - INTEREST	46,404-	52,140-	50,566-	51,000-	51,000-	51,000-
4050 TOTAL SPECIAL ASSESSMENTS	55,171-	59,528-	61,737-	60,000-	60,000-	60,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	2,617,162-	2,795,026-	2,541,809-	2,697,500-	2,681,250-	2,681,250-
4660 UTILITY PENALTIES	57,542-	60,399-	54,780-	60,000-	60,000-	60,000-
4665 REIMBURSEMENT -JWC	11,533-	14,208-	11,245-	13,090-	12,342-	12,342-
4650 TOTAL CH. FOR SERV -ENTERPRISE	2,686,236-	2,869,633-	2,607,834-	2,770,590-	2,753,592-	2,753,592-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	171,636-	109,226-	64,904-	36,000-	46,000-	46,000-
4880 CHANGE IN F.V. OF INVESTMENTS	4,011-	19,161	6,083-			
4800 TOTAL INVESTMENT EARNINGS	175,647-	90,065-	70,987-	36,000-	46,000-	46,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	18,899-	21,957-	15,014-	18,000-	15,000-	15,000-
4915 REIMBURSEMENT -OTHER			3,500-			
4946 JWC- \$.02/1000 GAL GEN/ADM FEE	11,951-	14,230-	12,343-	13,090-	12,342-	12,342-
4947 SALE OF METERS & PARTS	4,485-	3,007-	7,380-	4,800-	4,800-	4,800-
4948 STATE TESTING FEE BILLED			7,482-	50,000-	50,000-	50,000-
4955 CERTIFICATION FEES - UB	26,005-	26,215-	26,460-	27,000-	27,000-	27,000-
4900 TOTAL MISCELLANEOUS	61,339-	65,409-	72,179-	112,890-	109,142-	109,142-
5000 TOTAL OTHER FINANCING SOURCES						
5003 NET INCOME FROM JOINT VENTURE	70,691-	21,287-	27,475-			
5040 GAIN ON DISPOSITION OF ASSETS	883-	1,677-				
5000 TOTAL OTHER FINANCING SOURCES	71,574-	22,964-	27,475-			
4001 REVENUES	3,049,967-	3,107,599-	2,840,212-	2,979,480-	2,968,734-	2,968,734-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	185,994	192,666	206,052	210,589	213,740	213,740
6015 OVERTIME-REGULAR EMPLOYEES	4,543	6,173	8,438	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	1,958	2,095	2,776	2,800	2,800	2,800
6055 OVERTIME-TEMP EMPLOYEES		6				
6060 DEMO REIMB FROM EDA/TIF FUNDS			706-			
6003 TOTAL SALARIES AND WAGES	192,495	200,940	216,560	219,789	222,940	222,940
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	14,263	14,309	16,009	16,814	17,055	17,055
6110 PERA - COORDINATED	12,380	13,374	15,032	15,935	16,163	16,163
6140 HEALTH INSURANCE	22,946	26,559	32,643	40,086	29,397	29,397
6142 HEALTH SAVINGS ACCOUNTS			742			
6145 DENTAL INSURANCE	528	528	550	528	422	422
6150 LIFE INSURANCE	142	142	81	83	83	83
6155 RETIRE HLTH SAVINGS PLAN	2,420	2,469	2,515	2,652	2,340	2,340
6170 CLOTHING ALLOWANCE	840	779	696	900	900	900

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6185 WORKERS COMP INSURANCE	3,435	4,111	4,400	5,585	5,766	5,766
6188 OPEB ANNUAL ADJUSTMENT	2,396	2,275	2,485			
6195 COMPENSATED ABSENCES	1,065	3,798	2,399			
6100 TOTAL EMPLOYEE BENEFITS	60,414	68,344	77,551	82,583	72,126	72,126
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	10,417	13,669	7,711	15,000	13,000	13,000
6225 BANK CHARGES / CR CARD FEES	1,485	3,224	3,663	4,000	4,000	4,000
6200 TOTAL PROFESSIONAL SERVICES	11,902	16,894	11,373	19,000	17,000	17,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,595	5,385	2,350	3,000	6,000	6,000
6320 LOGIS SERVICES	18,015	19,103	18,284	19,066	18,717	18,717
6365 WATER CHARGES - JWC	1,480,573	1,957,118	1,740,267	2,062,797	1,962,378	1,962,378
6366 WATER- ADDTL \$.02/1000 GAL-JWC	11,951	14,230	12,343	13,090	12,342	12,342
6370 SERVICE CONN FEES - WATER	50,020	50,020	49,915	51,000	51,000	51,000
6300 TOTAL CONTRACTUAL SERVICES	1,563,153	2,045,857	1,823,159	2,148,953	2,050,437	2,050,437
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	1,204	1,141	1,406	1,500	1,600	1,600
6410 GAS SERVICE	1,700	1,213	1,135	1,500	1,200	1,200
6415 RUBBISH REMOVAL	667	648	462	720	500	500
6420 CITY UTILITY CHARGES	1,161	1,209	1,331	1,500	1,500	1,500
6400 TOTAL UTILITIES	4,731	4,211	4,334	5,220	4,800	4,800
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,113	1,200		1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	2,161	614	91	1,200	1,200	1,200
6455 VEHICLE R & M SERVICES	32	127	990	1,000	1,000	1,000
6460 STREET R & M SERVICES				1,000	1,000	1,000
6466 WATER REPAIR - CONTRACTUAL	141,516	103,832	5,506	30,000	30,000	30,000
6470 SERVICE CONTRACTS	86	32	221	200	3,000	3,000
6440 TOTAL REPAIR & MAINT SERVICES	144,907	105,805	6,809	34,600	37,400	37,400
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	32		653	500	500	500
6480 TOTAL RENTALS	32		653	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	3,825	4,670	3,406	5,000	4,800	4,800
6525 BLDG REPAIR/MAINT SUPPLIES	279		127	1,200	1,200	1,200
6530 LANDSCAPE MAT'LS & SUPPLIES				500	500	500
6535 EQUIP MAINT SUPPLIES	973	1,200	1,294	4,000	4,000	4,000
6540 VEHICLE SUPPLIES	1,585	2,256	2,059	2,500	2,500	2,500
6545 MOTOR FUELS	10,643	7,236	8,408	9,000	10,500	10,500
6550 STREET MAINTENANCE MATERIALS	5,345	12,348	18,377	6,000	8,000	8,000
6555 SAFETY SUPPLIES	539	225	880	650	900	900
6575 UTILITY SYSTEM MAINT SUPPLIES	13,856	12,553	22,830	16,000	16,000	16,000
6500 TOTAL SUPPLIES	37,045	40,487	57,381	44,850	48,400	48,400
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,790	4,233	4,411	4,800	5,000	5,000
6610 PHONE SERVICES	475	496	425	650	650	650
6620 DELIVERY CHARGES	97	24	8	100	100	100
6600 TOTAL COMMUNICATIONS	5,363	4,754	4,845	5,550	5,750	5,750

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS		655	348	700	700	700
6660 PRINTING - NOTICES/ORDINANCES	100	147		500	500	500
6665 PRINTING - GENERAL	30	24		100	100	100
6650 TOTAL PRINTING AND ADVERTISING	130	826	348	1,300	1,300	1,300
6700 TOTAL INSURANCE						
6705 INSURANCE	4,957	5,435	7,162	7,172	7,599	7,599
6700 TOTAL INSURANCE	4,957	5,435	7,162	7,172	7,599	7,599
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	2,059	1,833	1,376	2,000	2,000	2,000
6820 DUES AND SUBSCRIPTIONS	1,850	1,909	1,909	2,000	1,000	1,000
6830 LICENSES AND TAXES	348	311	188	300	300	300
6840 BOOKS AND PUBLICATIONS	45	45	45	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	5,329	4,140	1,581	6,000	5,000	5,000
6800 TOTAL MISCELLANEOUS	9,631	8,238	5,098	10,400	8,400	8,400
6900 TOTAL CAPITAL OUTLAY						
6910 BUILDINGS & STRUCTURES				50,800		
6920 MACHINERY AND EQUIPMENT				210,000		
6925 OFFICE EQUIP & FURNITURE				7,500		
6935 INFRA- UTILITY SYSTEMS				272,000	555,000	555,000
6900 TOTAL CAPITAL OUTLAY				540,300	555,000	555,000
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,754	3,754	3,754	3,751	3,751	3,751
7020 DEPR-MACHINERY & EQUIPMENT	3,074	1,263	103,274	96,083	120,538	120,538
7025 DEPR-OFFICE EQUIP & FURNITURE	8,526	7,714	5,858	20,000	5,858	5,858
7030 DEPR-VEHICLES	8,912	9,227	8,666	7,814	7,814	7,814
7035 DEPR-INFRA-UTILITY SYSTEMS	30,409	30,776	30,824	30,776	38,102	38,102
7000 TOTAL DEPRECIATION	54,676	52,734	152,376	158,424	176,063	176,063
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	109,936	124,014	114,495	118,913	112,320	112,320
7180 INTERFUND SERVICES USED	109,936	124,014	114,495	118,913	112,320	112,320
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS		603				
7200 TOTAL OTHER FINANCING USES		603				
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	2,199,372	2,679,141	2,482,145	3,397,554	3,320,035	3,320,035
4000 REVENUES AND EXPENDITURES	850,596-	428,458-	358,066-	418,074	351,301	351,301
00505 WATER UTILITY	850,596-	428,458-	358,066-	418,074	351,301	351,301

Sewer Utility Fund – 510

Profile and Budget Summary

The Sanitary Sewer Utility manages the collection and pumping of sanitary sewage through a system of sewer lines and lift stations. Sewage is pumped through large interceptor lines to waste treatment plants owned by the Metropolitan Council Environmental Services in St. Paul. Fees paid by the City to the Metropolitan Council Environmental Services for its sewage treatment services exceed 60% of the sewer utility fund's operating budget. The cost of maintaining 87 miles of local sewer lines and 7 lift stations is the rest of the budget.

Personnel Expenses

This table illustrates the personnel that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Utilities Superintendent	0.40	0.40	0.40
Maintenance II	2.40	2.40	2.40
Seasonal part-time maintenance		0.13	0.13
PW administrative assistant	0.32	0.32	0.32
Utility billing specialist	0.40	0.40	0.40
Payroll/utility billing specialist	0.30	0.40	0.32

The Water, Sewer and Storm Drainage Funds are supported by the same personnel with personnel costs being allocated 40% to Water, 40% to Sewer and 20% to Storm Drainage.

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Utilities Superintendent (1): Supervisory work in directing the activities of the three Utilities. This position is responsible for the overall maintenance and operation of the City's Utilities infrastructure, including the operation of 7 sanitary sewer lift station and a 24 hour computer based monitoring and control system.
- Maintenance II (6): Maintains sanitary sewer lines and forcemains by jetting, root cutting, and general repair work; maintains sewer lift stations and control systems; maintain related heavy equipment and vehicles; be available to work on-call nights and weekends.
- Public Works Administrative Assistant (0.6): Handles voice, email and mail communications for the department, prepares data and spreadsheets, copies and files documents and assists in setting up public meetings.
- Utility Billing Specialist (1): Processes utility billing including meter readings, monthly billings, payments, ownership changes, meter changes and annual

assessment of delinquent accounts and provides customer service to utility customers.

- Payroll/Utility Billing Specialist (0.8): Processes bi-weekly payrolls for employees. Acts as the backup to utility billing, scans daily utility payments into billing system, and provides customer service to utility customers.

Funding Sources

The Sewer Fund is supported by sewer service fees.

2012 Goals and Objectives

- Continue to reduce the amount of infiltration and inflow (I&I) that enters the sanitary sewer collection system including ground water, storm water, and other non-sewage water. This is accomplished by using the cured in place pipe (CIPP) relining process. Approximately 3 miles of sewer line will be lined at a cost of \$450,000

Budget Highlights

Line Item/Description	Amount	Discussion
6375 / Sewage disposal charges – Metro Council Environmental Services	\$1,246,400	Sewage treatment fee paid to the Metropolitan Council Environment Services. This is influenced by the MCES operating costs and the amount of I&I.
7181 / Admin. service charge by General Fund	\$112,060	Cost for employees in the Administration, Engineering & Finance departments who are charged to the General Fund but spend part of their time supporting the Sewer Fund

Sewer Rates

The residential sewer rates will remain at the \$46.20 per quarter that is in effect for 2011. Commercial sewer rates will remain at the \$2.04 per unit of water that is in effect for 2011.

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00510 SEWER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	1,912,921-	1,910,066-	1,877,745-	1,931,100-	1,931,060-	1,931,060-
4660 UTILITY PENALTIES	35,038-	35,039-	34,687-	35,000-	35,000-	35,000-
4695 CREDIT - SR/DISABLED DISCOUNT	49,672	51,017	49,192	51,000	51,000	51,000
4698 CREDIT - SENIOR RENTAL REBATE	7,438	7,036	6,410	7,040	7,000	7,000
4650 TOTAL CH. FOR SERV -ENTERPRISE	1,890,849-	1,887,052-	1,856,830-	1,908,060-	1,908,060-	1,908,060-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	188,613-	139,794-	103,745-	69,000-	70,000-	70,000-
4880 CHANGE IN F.V. OF INVESTMENTS	4,408-	24,523	9,724-			
4800 TOTAL INVESTMENT EARNINGS	193,021-	115,271-	113,468-	69,000-	70,000-	70,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	4,374-	6,976-	9,266-	6,000-	6,000-	6,000-
4900 TOTAL MISCELLANEOUS	4,374-	6,976-	9,266-	6,000-	6,000-	6,000-
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS	883-	1,677-				
5000 TOTAL OTHER FINANCING SOURCES	883-	1,677-				
4001 REVENUES	2,089,127-	2,010,976-	1,979,564-	1,983,060-	1,984,060-	1,984,060-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	185,994	192,844	206,017	210,589	213,740	213,740
6015 OVERTIME-REGULAR EMPLOYEES	4,543	5,386	8,473	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	1,958	2,095	2,776	2,800	2,800	2,800
6055 OVERTIME-TEMP EMPLOYEES		6				
6060 DEMO REIMB FROM EDA/TIF FUNDS			706-			
6003 TOTAL SALARIES AND WAGES	192,495	200,331	216,560	219,789	222,940	222,940
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	14,263	14,918	16,009	16,814	17,055	17,055
6110 PERA - COORDINATED	12,380	13,374	15,032	15,935	16,163	16,163
6140 HEALTH INSURANCE	22,946	26,559	32,643	40,086	29,397	29,397
6142 HEALTH SAVINGS ACCOUNTS			742			
6145 DENTAL INSURANCE	528	528	506	528	422	422
6150 LIFE INSURANCE	142	142	81	83	83	83
6155 RETIRE HLTH SAVINGS PLAN	2,420	2,469	2,515	2,652	2,340	2,340
6170 CLOTHING ALLOWANCE	840	779	696	900	900	900
6185 WORKERS COMP INSURANCE	3,360	4,111	4,400	5,585	5,766	5,766
6188 OPEB ANNUAL ADJUSTMENT	2,396	2,279	2,481			
6195 COMPENSATED ABSENCES	1,065	3,798	2,399			
6100 TOTAL EMPLOYEE BENEFITS	60,339	68,957	77,503	82,583	72,126	72,126
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,947	177,960	2,872	2,000	2,000	2,000
6225 BANK CHARGES / CR CARD FEES			88	240	240	240
6200 TOTAL PROFESSIONAL SERVICES	1,947	177,960	2,960	2,240	2,240	2,240
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,595	2,361	2,350	2,000	6,000	6,000

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6320 LOGIS SERVICES	18,015	18,634	18,764	19,066	18,717	18,717
6375 SEWAGE DISPOSAL CHARGES - MCES	1,164,859	1,217,481	1,283,319	1,279,700	1,246,400	1,246,400
6300 TOTAL CONTRACTUAL SERVICES	1,185,469	1,238,476	1,304,434	1,300,766	1,271,117	1,271,117
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	16,810	15,053	16,401	18,000	18,000	18,000
6410 GAS SERVICE	2,349	1,740	1,594	2,100	1,800	1,800
6415 RUBBISH REMOVAL	715	648	462	720	500	500
6420 CITY UTILITY CHARGES	1,161	1,209	1,331	1,500	1,500	1,500
6400 TOTAL UTILITIES	21,036	18,650	19,788	22,320	21,800	21,800
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,113	1,200		1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	554	692	3,111	1,500	1,500	1,500
6455 VEHICLE R & M SERVICES	32		990	1,000	1,000	1,000
6460 STREET R & M SERVICES				1,000	1,000	1,000
6467 SEWER REPAIR - CONTRACTUAL	109,661	37,590	3,589	30,000	10,000	10,000
6468 LIFT STAT REPAIR - CONTRACTUAL	1,228	3,996		4,000	4,000	4,000
6470 SERVICE CONTRACTS	129	96	333	200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	112,715	43,575	8,023	38,900	18,900	18,900
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP			1,073	1,000	1,000	1,000
6480 TOTAL RENTALS			1,073	1,000	1,000	1,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	6,897	2,711	6,433	6,000	6,000	6,000
6525 BLDG REPAIR/MAINT SUPPLIES	237	3	127	1,500	1,500	1,500
6530 LANDSCAPE MAT'LS & SUPPLIES				200	200	200
6535 EQUIP MAINT SUPPLIES	4,559	2,898	2,941	6,500	6,500	6,500
6540 VEHICLE SUPPLIES	1,213	3,248	1,176	2,500	2,500	2,500
6545 MOTOR FUELS	10,924	7,236	8,486	9,000	10,300	10,300
6550 STREET MAINTENANCE MATERIALS	3,148	570	917	3,000	3,000	3,000
6555 SAFETY SUPPLIES	539	225	517	750	750	750
6575 UTILITY SYSTEM MAINT SUPPLIES	6,110	17,476	8,116	3,000	18,000	18,000
6580 SEWER LINE REPAIR SUPPLIES	106	3,192		2,500	2,500	2,500
6585 LIFT STATION REPAIR SUPPLIES	2,206	1,106	3,027	4,000	4,000	4,000
6500 TOTAL SUPPLIES	35,940	38,665	31,740	38,950	55,250	55,250
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,790	4,233	4,464	4,800	5,000	5,000
6610 PHONE SERVICES	358	377	831	1,000	1,000	1,000
6600 TOTAL COMMUNICATIONS	5,148	4,611	5,295	5,800	6,000	6,000
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES				250	250	250
6690 ADVERTISING - GENERAL			480			
6650 TOTAL PRINTING AND ADVERTISING			480	250	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	5,284	6,409	7,141	7,504	7,377	7,377
6700 TOTAL INSURANCE	5,284	6,409	7,141	7,504	7,377	7,377
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,148	1,530	1,836	1,800	2,000	2,000

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Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6820 DUES AND SUBSCRIPTIONS	40	605	241	600	600	600
6830 LICENSES AND TAXES	87	46	110	100	100	100
6840 BOOKS AND PUBLICATIONS	45	45	85	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	2,641	3,168	1,077	3,000	2,400	2,400
6800 TOTAL MISCELLANEOUS	3,960	5,393	3,349	5,600	5,200	5,200
6900 TOTAL CAPITAL OUTLAY						
6910 BUILDINGS & STRUCTURES				50,800		
6920 MACHINERY AND EQUIPMENT				15,000		
6935 INFRA- UTILITY SYSTEMS				475,000	500,000	500,000
6900 TOTAL CAPITAL OUTLAY				540,800	500,000	500,000
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,681	3,681	3,681	3,677	3,677	3,677
7020 DEPR-MACHINERY & EQUIPMENT	16,871	16,654	23,404	15,600	20,160	20,160
7025 DEPR-OFFICE EQUIP & FURNITURE	13,595	13,595		5,177		
7030 DEPR-VEHICLES	8,912	9,227	8,666	7,814	7,814	7,814
7035 DEPR-INFRA-UTILITY SYSTEMS	101,857	103,671	105,961	113,150	70,865	70,865
7000 TOTAL DEPRECIATION	144,917	146,827	141,712	145,418	102,516	102,516
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	109,936	124,014	114,495	118,913	112,320	112,320
7180 INTERFUND SERVICES USED	109,936	124,014	114,495	118,913	112,320	112,320
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS		101	314			
7200 TOTAL OTHER FINANCING USES		101	314			
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	1,879,186	2,073,969	1,934,868	2,530,833	2,399,036	2,399,036
4000 REVENUES AND EXPENDITURES	209,941-	62,992	44,697-	547,773	414,976	414,976
00510 SEWER UTILITY	209,941-	62,992	44,697-	547,773	414,976	414,976

Storm Drainage Utility Fund – 515

2012 Profile and Budget Summary

The Storm Drainage Fund provides for the operation, maintenance, and improvement of the storm drainage system. Federal and State mandates require the City to undertake projects to better handle the runoff from large storms and to improve the quality of water entering local lakes and streams. The City works closely with both the Shingle Creek and Bassett Creek Watershed Management Organizations.

Personnel Expenses

This table illustrates the personnel that are charged to this department in full time equivalents (F.T.E.):

	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2012 Proposed</u>
Utilities Superintendent	0.20	0.20	0.20
Maintenance II	1.20	1.20	1.20
Seasonal part-time maintenance		0.57	0.57
PW administrative assistant	0.16	0.16	0.16
Utility billing specialist	0.20	0.20	0.20
Payroll/utility billing specialist	0.15	0.20	0.16

The Water, Sewer and Storm Drainage Funds are supported by the same personnel with personnel costs being allocated 40% to Water, 40% to Sewer and 20% to Storm Drainage.

Staff

These personnel are supervised or work in this department, although part of their personnel expenses may be charged to another department in which they also work.

- Utilities Superintendent (1): Supervisory work in directing the activities of the three Utilities. This position is responsible for the overall maintenance and operation of the City's Utilities infrastructure, including the operation of the Gaulke Pond stormwater lift station, cleaning water quality manholes, and maintaining the ponds, rain gardens, and collection system throughout the city.
- Maintenance II (6): Maintains lift station, storm drains, inlets, outfalls and road crossings; maintains ponds, rain gardens, and North Branch Bassett Creek; operates and maintains various trucks & equipment and is available to work on-call nights & weekends.
- Public Works Administrative Assistant (0.6): Handles voice, email & mail communications for department prepares data & spreadsheets, copies & files documents and assists in setting up public meetings.

- Utility Billing Specialist (1): Processes utility billing including meter readings, monthly billings, payments, ownership changes, meter changes and annual assessment of delinquent accounts and provides customer service to utility customers.
- Payroll/Utility Billing Specialist (0.8): Processes bi-weekly payrolls for employees. Acts as the backup to utility billing, scans daily utility payments into billing system, and provides customer service to utility customers.

Funding Sources

The Storm Drainage Fund is supported by storm drainage service fees.

2012 Goals and Objectives

- Continue with the completion of the MAC Park 639W water quality project.
- Continue with completion of the Twin Oaks Park water quality treatment pond and trail.
- Purchase a replacement street sweeper to clean streets and prevent debris from entering surface water.
- Continue with upgrading storm drainage collection system in the Phase 12 Street Reconstruction Project Area.
- Design and build the North Branch Bassett Creek Erosion Control Project.

Budget Highlights

Line Item/Description	Amount	Discussion
7181 / Admin. service charge by General Fund	\$30,154	Cost for employees in the Administration, Engineering & Finance departments who are charged to the General Fund but spend part of their time supporting the Storm Drainage Fund
7430 / Transfer out – PIR Fund	\$67,200	Transfer pays 40% of alley improvement projects since the projects improve drainage of storm water

Storm Drainage Rates

The residential storm drainage rates will increase from the \$9.90 per quarter that is in effect for 2011 to \$10.20 per quarter for 2012. Commercial storm drainage rates will increase from \$247.50 per acre in 2011 to \$255.00 per acre in 2012.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00515 STORM DRAINAGE UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4345 TOTAL STATE INTERGOVERNMENTAL						
4390 TOTAL OTHER INTERGOVERNMENTAL						
4393 LOCAL - MISCELLANEOUS			71,385-	940,800-		
4390 TOTAL OTHER INTERGOVERNMENTAL			71,385-	940,800-		
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	612,907-	631,283-	639,486-	653,400-	658,920-	658,920-
4660 UTILITY PENALTIES	9,274-	9,748-	9,452-	9,600-	9,888-	9,888-
4650 TOTAL CH. FOR SERV -ENTERPRISE	622,182-	641,031-	648,938-	663,000-	668,808-	668,808-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	99,157-	72,436-	29,836-	18,000-	21,000-	21,000-
4880 CHANGE IN F.V. OF INVESTMENTS	2,317-	12,707	2,796-			
4800 TOTAL INVESTMENT EARNINGS	101,474-	59,729-	32,633-	18,000-	21,000-	21,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	943-	3,674-	600			
4900 TOTAL MISCELLANEOUS	943-	3,674-	600			
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS	883-	1,677-				
5000 TOTAL OTHER FINANCING SOURCES	883-	1,677-				
5095 TOTAL CAPITAL CONTRIBUTIONS						
5096 CAPITAL CONTRIBUTIONS	567,880-	218,471-		300,000-		
5095 TOTAL CAPITAL CONTRIBUTIONS	567,880-	218,471-		300,000-		
4001 REVENUES	1,293,363-	924,581-	752,355-	1,921,800-	689,808-	689,808-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	92,997	96,267	103,009	105,295	106,870	106,870
6015 OVERTIME-REGULAR EMPLOYEES	2,272	2,848	4,236	3,200	3,200	3,200
6050 SALARIES/WAGES-TEMP EMPLOYEES	979	1,047	1,388	16,480	16,480	16,480
6055 OVERTIME-TEMP EMPLOYEES		3				
6060 DEMO REIMB FROM EDATIF FUNDS			353-			
6003 TOTAL SALARIES AND WAGES	96,248	100,165	108,280	124,975	126,550	126,550
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	7,131	7,459	8,004	9,561	9,681	9,681
6110 PERA - COORDINATED	6,190	6,687	7,516	7,967	8,082	8,082
6140 HEALTH INSURANCE	11,473	13,279	16,321	20,043	14,698	14,698
6142 HEALTH SAVINGS ACCOUNTS			371			
6145 DENTAL INSURANCE	264	264	264	264	211	211
6150 LIFE INSURANCE	71	71	40	42	42	42
6155 RETIRE HLTH SAVINGS PLAN	1,210	1,234	1,257	1,326	1,170	1,170
6170 CLOTHING ALLOWANCE	420	390	348	450	450	450
6185 WORKERS COMP INSURANCE	1,680	2,055	2,200	3,281	3,372	3,372
6188 OPEB ANNUAL ADJUSTMENT	1,198	1,136	1,245			
6195 COMPENSATED ABSENCES	533	1,899	1,199			
6100 TOTAL EMPLOYEE BENEFITS	30,169	34,474	38,767	42,934	37,706	37,706

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	16,598	15,734	2,083	60,000	15,000	15,000
6225 BANK CHARGES / CR CARD FEES			44	120	120	120
6200 TOTAL PROFESSIONAL SERVICES	16,598	15,734	2,127	60,120	15,120	15,120
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	1,298	519,959	5,588	1,000	3,000	3,000
6315 TREE TRIM / REMOVAL SERVICES			2,480	5,000	5,000	5,000
6320 LOGIS SERVICES	9,007	9,317	9,142	9,533	9,358	9,358
6300 TOTAL CONTRACTUAL SERVICES	10,305	529,276	17,210	15,533	17,358	17,358
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	3,241	3,596	5,160	4,200	5,700	5,700
6410 GAS SERVICE	850	607	567	750	600	600
6415 RUBBISH REMOVAL	406	324	282	480	360	360
6420 CITY UTILITY CHARGES	581	605	665	750	750	750
6400 TOTAL UTILITIES	5,078	5,130	6,675	6,180	7,410	7,410
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	556	600		500	500	500
6450 EQUIPMENT R & M SERVICES	121		1,438	600	500	500
6455 VEHICLE R & M SERVICES	16		495	200	200	200
6460 STREET R & M SERVICES			1,204	500	500	500
6465 UTILITY SYSTEMS R & M SERVICES				75,000		
6470 SERVICE CONTRACTS		128	55	150	150	150
6440 TOTAL REPAIR & MAINT SERVICES	693	728	3,192	76,950	1,850	1,850
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	120					
6495 RENTALS - MACHINERY & EQUIP		721	351	1,200	1,200	1,200
6480 TOTAL RENTALS	120	721	351	1,200	1,200	1,200
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	2,450	2,894	1,512	3,000	3,000	3,000
6525 BLDG REPAIR/MAINT SUPPLIES	118	5	63	600	600	600
6530 LANDSCAPE MAT'LS & SUPPLIES		30,502	17,699	500	500	500
6535 EQUIP MAINT SUPPLIES	204	229	431	750	750	750
6540 VEHICLE SUPPLIES	134	470	285	1,000	1,000	1,000
6545 MOTOR FUELS	5,392	3,618	4,243	4,500	5,300	5,300
6550 STREET MAINTENANCE MATERIALS	1,608		472	1,500	1,500	1,500
6555 SAFETY SUPPLIES	270	113	259	300	300	300
6575 UTILITY SYSTEM MAINT SUPPLIES	2,108	1,503	3,767	4,000	4,000	4,000
6585 LIFT STATION REPAIR SUPPLIES			1,163	1,000	1,000	1,000
6500 TOTAL SUPPLIES	12,284	39,333	29,895	17,150	17,950	17,950
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	2,395	2,117	3,136	2,400	2,500	2,500
6610 PHONE SERVICES	212	189	195	250	250	250
6600 TOTAL COMMUNICATIONS	2,608	2,306	3,331	2,650	2,750	2,750
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	36			200	200	200
6650 TOTAL PRINTING AND ADVERTISING	36			200	200	200

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
6700 TOTAL INSURANCE						
6705 INSURANCE	2,801	3,788	4,190	3,670	4,035	4,035
6700 TOTAL INSURANCE	2,801	3,788	4,190	3,670	4,035	4,035
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	427	205	290	150	150	150
6820 DUES AND SUBSCRIPTIONS	50,900	50,613	47,651	55,000	58,000	58,000
6830 LICENSES AND TAXES	32		552	250	250	250
6840 BOOKS AND PUBLICATIONS	22	22	20	100	100	100
6850 AWARDS		1,200				
6870 BAD DEBT - UB BANKRUPTCIES	500	558	188	600	600	600
6800 TOTAL MISCELLANEOUS	51,881	52,599	48,701	56,100	59,100	59,100
6900 TOTAL CAPITAL OUTLAY						
6910 BUILDINGS & STRUCTURES				25,400		
6915 IMPROVEMENTS OTHER THAN BLDGS				1,165,900		
6920 MACHINERY AND EQUIPMENT					190,000	190,000
6925 OFFICE EQUIP & FURNITURE					2,500	2,500
6935 INFRA- UTILITY SYSTEMS				510,000	289,800	289,800
6900 TOTAL CAPITAL OUTLAY				1,701,300	482,300	482,300
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	381	381	381	377	377	377
7020 DEPR-MACHINERY & EQUIPMENT	8,919	8,702	10,892	7,648	21,858	21,858
7025 DEPR-OFFICE EQUIP & FURNITURE	9,035	9,035		617		
7030 DEPR-VEHICLES	8,440	10,287	10,933	10,081	10,081	10,081
7035 DEPR-INFRA-UTILITY SYSTEMS	142,098	161,186	176,025	178,628	196,200	196,200
7000 TOTAL DEPRECIATION	168,873	189,590	198,231	197,351	228,516	228,516
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	32,211	36,338	30,809	31,998	30,224	30,224
7180 INTERFUND SERVICES USED	32,211	36,338	30,809	31,998	30,224	30,224
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS		9,045	9,437			
7228 CAP CONTRIB TO GOVT ACTIVITIES			30,383			
7200 TOTAL OTHER FINANCING USES		9,045	39,819			
7400 TOTAL TRANSFERS OUT						
7430 TRANSFER OUT- PIR FUND	23,926	33,963	40,500	70,160	67,200	67,200
7400 TOTAL TRANSFERS OUT	23,926	33,963	40,500	70,160	67,200	67,200
6001 EXPENDITURES AND EXPENSES	453,831	1,053,190	572,076	2,408,471	1,099,469	1,099,469
4000 REVENUES AND EXPENDITURES	839,532-	128,609	180,279-	486,671	409,661	409,661
00515 STORM DRAINAGE UTILITY	839,532-	128,609	180,279-	486,671	409,661	409,661

Street Light Utility Fund - 520

Profile and Budget Summary

Personnel Expenses and Staff

The Street Light Utility is managed from the Engineering Department. There are no personnel expenses charged to the Utility.

Functions and Products

This fund accounts for the operation, maintenance, and improvement of the City's street lights. Light is provided to 93 miles of city streets and 12 miles of county streets by approximately 860 street lights. The standard local and county road "cobra head" wood pole mounted lights are installed and maintained by Xcel Energy. These lights are billed at a flat monthly rate based on wattage of the light.

The Utility also installs and maintains the City's decorative street lights. These lights are located along Bass Lake Road and West Broadway in all directions from the intersection of those two streets. Additional decorative lights are located on the Highway 100 pedestrian bridge, and most recently along the County Road 81 corridor. These lights are metered at individual control cabinets, and are maintained by a combination of Public Works forces and contract services.

Funding Sources

The Street Light Fund is funded by street light service fees billed to all properties in the city.

2012 Goals and Objectives

- Service and maintain street light system.
- Continue to review and act on requests for additional lights at various locations around the city.
- Continue to investigate new lighting methods and products to ultimately reduce energy costs and related greenhouse gas emissions.

Budget Highlights

Line Item/Description	Amount	Discussion
6405 / Electric service	\$126,000	Charges paid to Xcel Energy for electricity to power the street lights
7181 / Admin. service charge by General Fund	\$8,519	Cost for employees in the Administration, Engineering & Finance departments who are charged to the General Fund but spend part of their time supporting the Street Light Fund

Street Light Rates

The 2011 Street Light rate of \$4.20 per quarter rate will remain the same for 2012.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00520 STREET LIGHTS UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	148,167-	151,820-	158,782-	162,057-	158,760-	158,760-
4660 UTILITY PENALTIES	2,769-	2,888-	2,920-	3,000-	3,000-	3,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE	150,936-	154,708-	161,702-	165,057-	161,760-	161,760-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	28,730-	20,582-	16,694-	7,200-	9,800-	9,800-
4880 CHANGE IN F.V. OF INVESTMENTS	671-	3,610	1,565-			
4800 TOTAL INVESTMENT EARNINGS	29,401-	16,971-	18,259-	7,200-	9,800-	9,800-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	66-					
4915 REIMBURSEMENT -OTHER	2,974-		680-			
4900 TOTAL MISCELLANEOUS	3,040-		680-			
5000 TOTAL OTHER FINANCING SOURCES						
5095 TOTAL CAPITAL CONTRIBUTIONS						
5096 CAPITAL CONTRIBUTIONS	159,191-					
5095 TOTAL CAPITAL CONTRIBUTIONS	159,191-					
4001 REVENUES	342,568-	171,679-	180,641-	172,257-	171,560-	171,560-
6001 EXPENDITURES AND EXPENSES						
6300 TOTAL CONTRACTUAL SERVICES						
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	121,155	130,801	111,721	126,000	126,000	126,000
6400 TOTAL UTILITIES	121,155	130,801	111,721	126,000	126,000	126,000
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	316	444	146	3,000	3,000	3,000
6440 TOTAL REPAIR & MAINT SERVICES	316	444	146	3,000	3,000	3,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	193	3,769		1,000	1,000	1,000
6535 EQUIP MAINT SUPPLIES		599		1,000	1,000	1,000
6500 TOTAL SUPPLIES	193	4,368		2,000	2,000	2,000
6700 TOTAL INSURANCE						
6705 INSURANCE	572	1,286	3,055	3,412	3,321	3,321
6700 TOTAL INSURANCE	572	1,286	3,055	3,412	3,321	3,321
6800 TOTAL MISCELLANEOUS						
6870 BAD DEBT - UB BANKRUPTCIES	203	249	79	250	240	240
6800 TOTAL MISCELLANEOUS	203	249	79	250	240	240
6900 TOTAL CAPITAL OUTLAY						
6936 INFRA- TRAFFIC & TRANSPORT SYS				110,000	10,000	10,000
6900 TOTAL CAPITAL OUTLAY				110,000	10,000	10,000
7000 TOTAL DEPRECIATION						

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
7015 DEPR-IMPROVE OTHER THAN BLDGS	843	843	843	843	843	843
7036 DEPR-INFRA-TRAFFIC & TRANS SYS	10,889	24,081	24,081	24,081	24,081	24,081
7000 TOTAL DEPRECIATION	11,732	24,924	24,924	24,924	24,924	24,924
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	8,143	8,450	8,704	9,040	8,539	8,539
7180 INTERFUND SERVICES USED	8,143	8,450	8,704	9,040	8,539	8,539
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS	35,000					
7200 TOTAL OTHER FINANCING USES	35,000					
6001 EXPENDITURES AND EXPENSES	177,313	170,521	148,628	278,626	178,024	178,024
4000 REVENUES AND EXPENDITURES	165,255-	1,158-	32,014-	106,369	6,464	6,464
00520 STREET LIGHTS UTILITY	165,255-	1,158-	32,014-	106,369	6,464	6,464

Fund: Recycling Utility Fund
Fund Number: 525

Description of Activity

This fund accounts for the provision of the City's recycling services to Crystal residents. The service is provided through a cooperative agreement known as the Hennepin Recycling Group (HRG) with the cities of Brooklyn Center, Brooklyn Park, and New Hope. Curbside pickup of recyclable materials is made every other week. There is also a curbside cleanup day held in odd numbered years in which larger items such as furniture, appliances, lumber and scrap metal are accepted.

The City of Crystal has served as the fiscal agent for the HRG for several years. This means we provide accounting services for the HRG. Recycling fees collected from Crystal residents were simply deposited in the HRG. The HRG was left out of Crystal's budget and annual financial statement because it would be misleading to include it when so much of the operations are outside of Crystal.

The Recycling Utility Fund accounts for the services that are provided to and paid for by Crystal residents.

Personnel Expenses:

No personnel are charged directly to the Recycling Utility Fund.

Funding Sources

The Recycling Fund is supported by recycling service fees.

Budget Highlights:

Line Item/Description	Amount	Discussion
6353 / Recycling charges	\$327,600	Charges paid to the Hennepin Recycling Group for payment to recycling contractors hired by the HRG.
7181 / Admin. service charge by General Fund	\$5,052	Cost for employees in the Administration, Engineering & Finance departments who are charged to the General Fund but spend part of their time supporting the Recycling Fund.

Recycling Rates

The 2011 recycling rate of \$10.65 per quarter rate will remain the same for 2012.

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00525 RECYCLING UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	308,386-	323,705-	318,284-	332,280-	332,280-	332,280-
4660 UTILITY PENALTIES	6,788-	6,921-	6,652-	6,000-	6,000-	6,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE	315,173-	330,626-	324,935-	338,280-	338,280-	338,280-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,153-	1,362-	1,154-	825-	840-	840-
4880 CHANGE IN F.V. OF INVESTMENTS	27-	239	108-			
4800 TOTAL INVESTMENT EARNINGS	1,180-	1,123-	1,262-	825-	840-	840-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	316,353-	331,749-	326,197-	339,105-	339,120-	339,120-
6001 EXPENDITURES AND EXPENSES						
6300 TOTAL CONTRACTUAL SERVICES						
6353 RECYCLING CHARGES	302,991	312,691	316,608	327,600	327,600	327,600
6300 TOTAL CONTRACTUAL SERVICES	302,991	312,691	316,608	327,600	327,600	327,600
6700 TOTAL INSURANCE						
6705 INSURANCE	102	144	166	154	172	172
6700 TOTAL INSURANCE	102	144	166	154	172	172
6800 TOTAL MISCELLANEOUS						
6870 BAD DEBT - UB BANKRUPTCIES	636	652	149	700	700	700
6800 TOTAL MISCELLANEOUS	636	652	149	700	700	700
7180 INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND		5,000	5,150	5,349	5,052	5,052
7180 INTERFUND SERVICES USED		5,000	5,150	5,349	5,052	5,052
6001 EXPENDITURES AND EXPENSES	303,729	318,487	322,073	333,803	333,524	333,524
4000 REVENUES AND EXPENDITURES	12,624-	13,262-	4,125-	5,302-	5,596-	5,596-
00525 RECYCLING UTILITY	12,624-	13,262-	4,125-	5,302-	5,596-	5,596-

Fund: Utility Funds Multi-Year Capital Improvement Plan
Fund Number: 505, 510, 515, 520, and 525

DESCRIPTION OF ACTIVITY

This plan provides for the capital expenditures of benefit to the utility funds. Actual accounting for the projects takes place in the utility funds. The utility rate study sets the rates needed for both operations and capital improvements.

Projects included in the Adopted 2012 Utility CIP are typical of the needs to maintain the utility systems of the City. Several projects are noteworthy.

The Water Fund budgets \$500,000 for relining the Winnetka Hills water mains. Another \$55,000 is budgeted for replacement of water mains due to the reconstruction of Phase 12 streets.

The Sewer Fund budgets \$450,000 for rehabilitation of sewer mains with Cured in Place Pipe. This inserts a new liner inside existing sewer mains to solve problems of cracking and tree root intrusions. Another \$50,000 is budgeted for replacement of sewer mains due to the reconstruction of Phase 12 streets.

The Storm Drainage Fund budgets \$190,000 for the replacement of a 1996 street sweeper. Storm sewer mains will be added or improved at an estimated cost of \$289,800 in the Forrest North Neighborhood as part of the Phase 12 street reconstruction project

The Street Light Fund budgets \$10,000 for replacement of individual street lights as the need arises.

Utility Funds (Funds 505, 510, 515 and 520)
Multi-Year Capital Improvement Plan
2012 Adopted Budget

BU	Project Description	2012	2013	2014	2015	2016
Water, Sewer & Storm Drainage (40%, 40%, 20%)						
6232	Utility Bldg. Upgrade - Replace Furnace Unit		5,000			
	Total	0	5,000	0	0	0

Water (100%)						
6220	Winnetka Hills watermain lining	500,000				
6234	Water mains & hydrants in street reconstruction projects	55,000	55,000		55,000	55,000
	Replace #434 - 1996 air compressor					13,000
	Replace #436 - 1996 portabel streamer					8,000
6215	Replace #447 - 2002 tandem dumptruck					160,000
	Water Total	555,000	55,000	0	55,000	236,000

Sewer (100%)						
6500	Replace Computer and Printer					2,500
6504	Repair/Replace - Deteriorated Sanitary Sewers	450,000		450,000		450,000
6508	Replace truck #449 - Televising Van				150,000	
6510	South Lift #9 - Forcemain lining		500,000			
6519	Replace sewer mains withing street reconstruction projects	50,000	50,000		50,000	50,000
6520	Misc. Capital Items - Replace Mini Sewer Camera					
6522	Replace mainline camera			23,000		
	Replace Sewer Rodder			25,000		
	Replace Maryland lift pumps					13,000
	Replace #426 - 1996 Vac					65,000
	Replace #439 - 1991 trailered generator					20,000
	Sewer Total	500,000	550,000	498,000	200,000	600,500

Storm Drainage (100%)						
6800	Laptop & software for #429	2,500				
6803	Erosion Control for Storm Sewer Areas		10,000		10,000	
6808	Replace #324, 1996 Elgin Sweeper	190,000				
6809	Trunk Line Storm Sewer - within street reconst. projects	289,800	348,692	0	268,339	353,564
6813	Basset Creek channel restoration - North Branch		550,000			
6816	Replace #450 - 1997 front end loader		120,000			
6817	Replace \$401 - 2000 pickup		25,000			
6802	Replace Adair pumps		19,000			
	Memory Pond forcemain			100,000		
	Storm Drainage Total	482,300	1,072,692	100,000	278,339	353,564

Street Lights (100%)						
6950	New Street Light Poles	10,000	10,000	10,000	10,000	10,000
	Street Light Total	10,000	10,000	10,000	10,000	10,000

Total Utilities	1,547,300	1,692,692	608,000	543,339	1,200,064
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Allocation By Fund -						
Total Water Fund	555,000	57,000	0	55,000	236,000	
Total Sewer Fund	500,000	552,000	498,000	200,000	600,500	
Total Storm Drainage Fund	482,300	1,073,692	100,000	278,339	353,564	
Total Street Lights Fund	10,000	10,000	10,000	10,000	10,000	
Total Utilities	1,547,300	1,692,692	608,000	543,339	1,200,064	

Fund: Utility Rate Studies
Fund Number: 505, 510, 515, 520 and 525

DESCRIPTION OF ACTIVITY

Water Fund (505)

The City of Crystal receives its water supply through a Joint Water Commission (JWC) with the cities of Golden Valley and New Hope. The JWC purchases water in a contract with the City of Minneapolis. This is a multi-year contract which includes cost increases each year. The supply contract is the largest portion of the water operating expenses.

Minnesota Statutes, section 103G.291 requires that public water suppliers serving more than 1,000 residents shall use a conservation rate structure in 2010. A conservation rate structure means a rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individual goal rates, or excess use rates.

Water conservation rates were implemented in 2011 and will remain unchanged for 2012. The charge per unit of water increases as consumption of water increases and is shown as follows:

	Number of units in Tier, 1,000 gallons per unit	Price per unit
Tier #1	0 to 30	\$3.94
Tier #2	31 to 60	\$4.34
Tier #3	over 60	\$4.75

Sewer Fund (510)

The single largest cost for the sewer fund is the disposal fee paid to the Metropolitan Council Environmental Services. This is influenced by the MCES operating costs and the amount of infiltration and inflow (I&I) that Crystal experiences. I&I is the term for ground water, storm water, or other non-sewage water entering the sanitary sewer system. Crystal has made progress at reducing I&I as a result of work done as part of the street reconstruction program and mass water meter replacement program. The rate study provides for rate to remain unchanged at the 2011 rate of \$46.20 per quarter.

Storm Drainage (515)

Storm drainage rates will increase from \$9.90 to \$10.20 per quarter for single family homes and from \$247.50 to \$255.00 per acre for commercial properties. This is needed to pay for several large capital projects in the next five years.

Street Light (520)

The 2011 rate of \$4.20 per quarter will remain the same for 2012.

Recycling (525)

Recycling services are provided through a cooperative agreement known as the Hennepin Recycling Group (HRG) with the cities of Brooklyn Center, Brooklyn Park, and New Hope. Rates are set through the HRG Board of Directors. The 2011 rate of \$10.65 per quarter will remain the same for 2012.

**WATER UTILITY RATE STUDY
2012 Adopted Budget**

PROFIT & LOSS	2010	2011	2012	2013	2014	2015	2016
REVENUES							
Billing Revenues	2,541,809	2,747,500	2,681,250	2,681,250	2,722,500	2,805,000	2,887,500
Penalties & meter sales	54,780	64,800	60,000	60,000	60,000	60,000	60,000
Special Assessments	61,737	60,000	60,000	60,000	60,000	60,000	60,000
JWC reimbursement	11,245	13,090	12,342	12,342	12,342	12,342	12,342
Investment Income	70,987	48,000	46,000	50,706	70,643	93,802	100,988
Miscellaneous	72,179	58,090	59,142	59,000	59,000	59,000	59,000
State testing fee billed			50,000	50,000	50,000	50,000	50,000
Other financing sources	27,475						
TOTAL REVENUES	2,840,212	2,991,480	2,968,734	2,973,298	3,034,485	3,140,144	3,229,830
EXPENSES							
Salaries & Wages	216,560	219,789	222,940	229,628	236,517	243,613	250,921
Fringe Benefits	77,551	82,583	71,311	74,877	78,620	82,551	86,679
JWC - Operations	1,740,267	2,062,797	1,962,378	1,980,000	2,067,120	2,158,073	2,253,029
JWC 2 cents/1,000 gal. fee	12,343	13,090	12,342	12,342	12,342	12,342	12,342
Professional/Contractual	81,922	122,066	92,717	95,499	98,363	101,314	104,354
Utilities	4,334	5,220	4,800	4,944	5,092	5,245	5,402
Repair & Maintenance	7,462	5,100	37,900	39,037	40,208	41,414	42,657
Supplies	57,381	44,850	48,900	50,367	51,878	53,434	55,037
Communications & Printing	5,193	6,850	7,050	7,262	7,479	7,704	7,935
Insurance & Training	12,260	17,572	15,999	16,479	16,973	17,483	18,007
Depreciation	152,376	158,424	176,063	180,000	180,000	180,000	185,000
Admin. Service Charge	114,495	118,913	112,060	115,422	118,884	122,451	126,125
TOTAL EXPENSES	2,482,144	2,857,254	2,764,460	2,805,856	2,913,478	3,025,625	3,147,487
NET INCOME	358,068	134,226	204,274	167,442	121,007	114,519	82,342
FUND BALANCE - ENDING	7,340,238	7,474,464	7,678,738	7,846,180	7,967,187	8,081,707	8,164,049
CASH FLOW							
Cash & Investments, Beg. of Year	2,858,452	2,957,599	2,709,949	2,535,286	2,825,728	3,126,735	3,366,255
Net income	358,068	134,226	204,274	167,442	121,007	114,519	82,342
Add back Depreciation	152,376	158,424	176,063	180,000	180,000	180,000	185,000
Deduct Capital Outlay	250,000	540,300	555,000	57,000	0	55,000	236,000
Change in receivables/payables	-161,297						
Cash & Investments, End of Year	2,957,599	2,709,949	2,535,286	2,825,728	3,126,735	3,366,255	3,397,597
Mpls Rate per 100 cubic feet	\$1.77	\$1.84	\$1.92	\$2.00	\$2.09	\$2.18	\$2.28
JWC Rate per 100 cubic feet	\$2.13	\$2.21	\$2.38	\$2.40	\$2.51	\$2.62	\$2.73
JWC Rate per 1,000 gallons	\$2.84	\$2.96	\$3.18	\$3.21	\$3.35	\$3.50	\$3.65
Retail Rate per 100 cubic feet	\$3.00	\$3.25	\$3.25	\$3.25	\$3.30	\$3.40	\$3.50
Retail Rate per 1,000 gallons	\$4.01	\$4.34	\$4.34	\$4.34	\$4.41	\$4.55	\$4.68

For 2011 onward, Tier #2 of the water conservation rates is used in the rate study,

Unit sales (100 cubic feet)	854,012	845,385	825,000	825,000	825,000	825,000	825,000
Unit sales (1,000 gallons)	638,801	632,348	617,100	617,100	617,100	617,100	617,100
Interest rate assumption	2.70%	1.50%	1.50%	2.00%	2.50%	3.00%	3.00%
100 cubic feet equals 748 gallons							

Change in receivables/payables for 2010 shows a \$161,297 increase. This is caused by normal increases/decreases in receivables and payables that either generate or use cash.

**SEWER UTILITY RATE STUDY
2012 Adopted Budget**

	2010	2011	2012	2013	2014	2015	2016
PROFIT & LOSS							
REVENUES							
Billing Revenues	1,822,143	1,873,060	1,873,060	1,947,400	2,009,350	2,071,300	2,133,250
Delinquent Penalties	34,687	35,000	35,000	35,000	35,000	35,000	35,000
Investment Income	113,468	69,000	70,000	78,296	90,252	104,945	100,585
Miscellaneous	9,266	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL REVENUES	1,979,564	1,983,060	1,984,060	2,066,696	2,140,602	2,217,245	2,274,835
EXPENSES							
Salaries & Wages	216,560	219,789	222,940	229,628	236,517	243,613	250,921
Fringe Benefits	77,503	82,583	71,310	74,876	78,619	82,550	86,678
MCES Disposal Charges	1,283,319	1,279,700	1,246,400	1,283,792	1,322,306	1,361,975	1,402,834
Professional/Contractual	24,074	23,306	26,957	27,766	28,599	29,457	30,340
Utilities	19,788	22,320	21,800	22,454	23,128	23,821	24,536
Repair & Maintenance	9,096	39,900	19,900	20,497	21,112	21,745	22,398
Supplies	31,740	38,950	55,950	57,629	59,357	61,138	62,972
Communications & Printing	5,775	6,050	6,250	6,438	6,631	6,830	7,034
Insurance & Training	10,490	13,104	12,577	12,954	13,343	13,743	14,156
Depreciation	142,028	145,418	102,516	120,000	130,000	140,000	150,000
Admin. Service Charge	114,495	118,913	112,060	115,422	118,884	122,451	126,125
TOTAL EXPENSES	1,934,868	1,990,033	1,898,660	1,971,455	2,038,496	2,107,323	2,177,994
NET INCOME or -LOSS	44,696	-6,973	85,400	95,242	102,106	109,922	96,842
FUND BALANCE - ENDING	7,222,265	7,215,292	7,300,692	7,395,934	7,498,040	7,607,962	7,704,804
CASH FLOW							
Cash & Investments, Beg. of Year	4,654,973	4,845,263	4,442,908	4,130,824	3,794,066	3,528,172	3,578,094
Net income	44,696	-6,973	85,400	95,242	102,106	109,922	96,842
Add back Depreciation	142,028	145,418	102,516	120,000	130,000	140,000	150,000
Deduct Capital Outlay	3,087	540,800	500,000	552,000	498,000	200,000	600,500
Change in receivables/payables	6,653						
Cash & Investments, End of Year	4,845,263	4,442,908	4,130,824	3,794,066	3,528,172	3,578,094	3,224,436
Commercial metered rate/100 cf	\$1.49	\$1.53	\$1.53	\$1.59	\$1.64	\$1.68	\$1.73
Standard residential rate/quarter	\$45.10	\$46.20	\$46.20	\$48.00	\$49.50	\$51.00	\$52.50
Senior residential rate/quarter	\$36.53	\$37.42	\$37.42	\$38.88	\$40.09	\$41.31	\$42.52
Interest rate assumption	2.70%	1.50%	1.50%	2.00%	2.50%	3.00%	3.00%

Change in receivables/payables for 2010 shows a \$6,653 increase. This is caused by normal increases/decreases in receivables and payable that either generate or use cash.

STORM DRAINAGE UTILITY RATE STUDY
2012 Adopted Budget

	2010	2011	2012	2013	2014	2015	2016
PROFIT & LOSS							
REVENUES							
Billing Revenues	639,486	653,400	658,920	678,300	697,680	717,060	736,440
Delinquent Penalties	9,452	9,600	9,888	10,185	10,490	10,805	11,129
Grants	71,385	300,000					
Shingle Creek Watershed		142,500					
Bassett Creek Watershed		709,900					
Other cities		88,400					
Investment Income	32,633	18,000	21,000	16,255	12,968	22,017	20,493
Miscellaneous	-600						
TOTAL REVENUES	752,356	1,921,800	689,808	704,740	721,138	749,881	768,062
EXPENSES							
Salaries & Wages	108,280	124,975	126,550	130,347	134,257	138,285	142,433
Fringe Benefits	38,767	42,934	37,299	39,164	41,514	44,005	46,645
Professional/Contractual	19,337	75,653	32,478	33,452	34,456	35,490	36,554
Utilities	6,675	6,180	7,410	7,632	7,861	8,097	8,340
Repair & Maintenance	3,543	3,150	3,050	3,142	3,236	3,333	3,433
Storm water pond dredging		75,000		75,000		100,000	
Supplies	29,895	17,150	18,250	18,798	19,361	19,942	20,541
Communications & Printing	3,331	2,850	2,950	3,039	3,130	3,224	3,320
Insurance, Training & Dues	52,891	59,770	63,135	65,029	66,980	68,989	71,059
Depreciation	198,231	197,351	228,516	230,000	235,000	240,000	245,000
Admin. Service Charge	30,809	31,998	30,154	31,059	31,990	32,950	33,939
Transfers to other funds	80,319	70,160	67,200	68,400	63,200	68,000	68,000
TOTAL EXPENSES	572,078	707,171	616,992	705,060	640,985	762,314	679,264
NET INCOME or -LOSS	180,278	1,214,629	72,816	-321	80,153	-12,433	88,799
FUND BALANCE - ENDING	7,083,674	8,298,303	8,371,119	8,370,798	8,450,952	8,438,519	8,527,318
CASH FLOW							
Cash & Investments, Beg. of Year	1,181,203	1,283,031	993,711	812,743	518,730	733,884	683,112
Net income	180,278	1,214,629	72,816	-321	80,153	-12,433	88,799
Add back Depreciation	198,231	197,351	228,516	230,000	235,000	240,000	245,000
Deduct Capital Outlay	311,170	1,701,300	482,300	523,692	100,000	278,339	353,564
Change in receivables/payables	34,489						
Cash & Investments, End of Year	1,283,031	993,711	812,743	518,730	733,884	683,112	663,347
Commercial & multi-residential rate per acre per quarter	\$247.50	\$247.50	\$255.00	\$262.50	\$270.00	\$277.50	\$285.00
Standard residential rate/quarter	\$9.90	\$9.90	\$10.20	\$10.50	\$10.80	\$11.10	\$11.40
Interest rate assumption	2.70%	1.50%	1.50%	2.00%	2.50%	3.00%	3.00%

Change in receivables/payables for 2010 shows a \$34,489 increase. This is caused by the normal increases/decreases in receivables and payables that either generate or use cash.

**STREET LIGHT UTILITY RATE STUDY
2012 Adopted Budget**

	2010	2011	2012	2013	2014	2015	2016
PROFIT & LOSS							
REVENUES							
Billing Revenues	158,782	162,057	158,760	164,430	170,100	175,770	181,440
Delinquent Penalties	2,920	3,000	3,000	3,090	3,183	3,278	3,377
Investment Income	18,259	7,200	9,800	11,886	15,409	19,298	20,258
Miscellaneous	680						
TOTAL REVENUES	180,641	172,257	171,560	179,406	188,692	198,346	205,074
EXPENSES							
Utilities	111,718	126,000	126,000	129,780	133,673	137,684	141,814
Repair & Maintenance	146	3,000	3,000	3,090	3,183	3,278	3,377
Supplies	0	2,000	2,000	2,060	2,122	2,185	2,251
Insurance & Miscellaneous	3,134	3,662	3,561	3,668	3,778	3,891	4,008
Depreciation	24,924	24,924	24,924	30,000	30,000	30,000	30,000
Admin. Service Charge	8,704	9,040	8,519	8,775	9,038	9,309	9,588
TOTAL EXPENSES	148,626	168,626	168,004	177,372	181,794	186,347	191,038
NET INCOME or -LOSS	32,015	3,631	3,556	2,034	6,898	11,998	14,036
FUND BALANCE - ENDING	1,230,150	1,233,781	1,237,337	1,239,371	1,246,269	1,258,267	1,272,304
CASH FLOW							
Cash & Investments, Beg. of Year	711,469	657,285	575,840	594,320	616,354	643,252	675,250
Net income	32,015	3,631	3,556	2,034	6,898	11,998	14,036
Add back Depreciation	24,924	24,924	24,924	30,000	30,000	30,000	30,000
Deduct Capital Outlay	118,914	110,000	10,000	10,000	10,000	10,000	10,000
Change in receivables/payables	7,791						
Cash & Investments, End of Year	657,285	575,840	594,320	616,354	643,252	675,250	709,287
Commercial per quarter	\$4.20	\$4.20	\$4.20	\$4.35	\$4.50	\$4.65	\$4.80
Multi residential rate per quarter	\$3.15	\$3.15	\$3.15	\$3.26	\$3.38	\$3.49	\$3.60
Residential rate per quarter	\$4.20	\$4.20	\$4.20	\$4.35	\$4.50	\$4.65	\$4.80
Interest rate assumption	2.70%	1.50%	1.50%	2.00%	2.50%	3.00%	3.00%

Change in receivables/payables for 2010 shows a \$7,791 increase. This is caused by the normal increases/decreases in receivables and payables that either generate or use cash.

**RECYCLING UTILITY RATE STUDY
2012 Adopted Budget**

	2010	2011	2012	2013	2014	2015	2016
PROFIT & LOSS							
REVENUES							
Billing Revenues	318,284	332,280	332,280	336,960	341,640	346,320	351,000
Delinquent Penalties	6,652	6,000	6,000	6,000	6,000	6,000	6,000
Investment Income	1,262	825	840	1,247	1,668	2,138	2,281
TOTAL REVENUES	326,198	339,105	339,120	344,207	349,308	354,458	359,281
EXPENSES							
Professional/Contractual	316,608	327,600	327,600	332,280	336,960	341,640	346,320
Insurance & Training	315	854	872	898	925	953	981
Admin. Service Charges	5,150	5,349	5,040	5,191	5,347	5,507	5,673
TOTAL EXPENSES	322,073	333,803	333,512	338,369	343,232	348,100	352,974
NET INCOME	4,125	5,302	5,608	5,837	6,076	6,358	6,307
FUND BALANCE - ENDING	137,304	142,606	148,214	154,051	160,127	166,485	172,792
CASH FLOW							
Cash & Investments, Beg. of Year	68,818	72,207	77,509	83,117	88,954	95,030	101,388
Net income	4,125	5,302	5,608	5,837	6,076	6,358	6,307
Change in receivables/payables	-736						
Cash & Investments, End of Year	72,207	77,509	83,117	88,954	95,030	101,388	107,695
HRG Rate to City - quarterly	\$10.20	\$10.50	\$10.50	\$10.65	\$10.80	\$10.95	\$11.10
Residential rate - quarterly	\$10.35	\$10.65	\$10.65	\$10.80	\$10.95	\$11.10	\$11.25
Interest rate assumption	2.70%	1.50%	1.50%	2.00%	2.50%	3.00%	3.00%
Estimated number of households	7,800	7,800	7,800	7,800	7,800	7,800	7,800

Change in receivables/payables for 2010 shows a \$736 decrease. This is caused by normal increases/decreases in receivables and payables that either generate or use cash.

Fund: Self Insurance Internal Service Fund
Fund Number: 605

DESCRIPTION OF ACTIVITY

This fund is used to account for the property and liability insurance needs of the City. As an internal service fund, the insurance premium costs and claims are charged against this fund.

The City participates in a joint powers agreement with other cities around the state in the League of Minnesota Cities Insurance Trust (LMCIT). The LMCIT is self-sustaining in all areas of coverage and the City pays an annual premium to cover current and future losses. The LMCIT provides coverage for liability, errors and omissions and auto.

The City established this fund to account for and finance its uninsured risks of loss. Under this program, this fund provides coverage for up to a maximum \$25,000 for each general liability or property damage claim, with a maximum cost of \$75,000 per year. The City purchases insurance through the LMCIT for claims in excess of the coverage provided by this fund.

The Self-Insurance Fund will finance approximately 20% of the City’s insurance and risk-related costs by using interest income and LMCIT dividends. The remaining 80% will be charged to each City fund based on their risks and coverage requirements.

FINANCIAL ANALYSIS

Self Insurance Internal Service Fund	Estimated 2011	Proposed 2012
Available Resources - Beginning Balance	\$ 834,241	\$ 828,991
<i>Revenues</i>		
Department Billings – Insurance	153,229	164,914
Investment Income	15,750	12,800
LMCIT Dividends	18,200	27,000
<i>Expenditures</i>		
Insurance Premiums	(145,229)	(157,514)
Insurance Agent Fee	(7,200)	(7,200)
Estimated Claims Paid	(40,000)	(40,000)
Available Resources - Ending Balance	\$ 828,991	\$ 828,991

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00605 SELF-INSURANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4444 INSURANCE CHARGES - INTERNAL	116,566-	139,569-	158,116-	153,229-	164,914-	164,914-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	116,566-	139,569-	158,116-	153,229-	164,914-	164,914-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	37,171-	25,377-	19,447-	15,750-	12,800-	12,800-
4880 CHANGE IN F.V. OF INVESTMENTS	869-	4,452	1,823-			
4800 TOTAL INVESTMENT EARNINGS	38,039-	20,925-	21,270-	15,750-	12,800-	12,800-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	5,999-	1,329-	5,651-			
4912 REFUNDS - INSURANCE	16,002-	35,937-	40,119-	18,200-	27,000-	27,000-
4900 TOTAL MISCELLANEOUS	22,001-	37,266-	45,770-	18,200-	27,000-	27,000-
4001 REVENUES	176,607-	197,760-	225,156-	187,179-	204,714-	204,714-
6001 EXPENDITURES AND EXPENSES						
6700 TOTAL INSURANCE						
6705 INSURANCE	150,645	168,708	151,052	152,429	164,714	164,714
6710 INSURANCE - PAID LOSSES	128,698	8,836-	99,946	40,000	40,000	40,000
6700 TOTAL INSURANCE	279,343	159,872	250,998	192,429	204,714	204,714
6001 EXPENDITURES AND EXPENSES	279,343	159,872	250,998	192,429	204,714	204,714
4000 REVENUES AND EXPENDITURES	102,736	37,888-	25,843	5,250		
00605 SELF-INSURANCE	102,736	37,888-	25,843	5,250		

Fund: Post Employment Health Benefits Fund
Fund Number: 610

DESCRIPTION OF ACTIVITY

This fund is used to account for the post employment health insurance costs of certain City's retirees. As an internal service fund, the health insurance premium costs are charged against this fund for the retirees who qualify under the retiree health insurance program.

This benefit is no longer available to current active employees. The City makes annual contributions to retirement health savings accounts for current and future employees. The contribution is expensed as it is made and the City has no other liability for current employees.

In the past, employees who retired under a full unreduced retirement benefit from PERA and were members of the City's group hospitalization insurance plan, had the option of retaining membership in the City's group hospitalization plan. The City pays the same health insurance single person premium contribution as currently contributed by the City for active employees for single health insurance until such time as the retiree is eligible for Medicare or age 65. If the retiree desires to continue other coverage besides the single person plan, the additional costs for the additional coverage will be paid by the retiree to the City.

There are three employees receiving this benefit as of January 2012. The last of these employees will run out of eligibility in the year 2014. The entire fund balance is reserved for the payment of future health insurance premiums under the retiree health insurance program. Future liability for the program is adjusted annually using various assumptions concerning the cost and eligibility requirements for post employment health insurance. The fund balance is believed to be adequate to cover all future liability for this benefit.

At the end of 2010, total assets of the fund were \$229,763 along with a liability for estimated future benefits of \$79,267 and a fund balance of \$150,496.

FINANCIAL ANALYSIS

Post Employment Health Benefits Fund	Estimated 2011	Proposed 2012
Available Resources - Beginning Balance	\$ 150,496	\$ 123,622
<i>Revenues</i>		
Department Billings		
Investment Income	3,600	3,200
<i>Expenditures</i>		
Insurance Premiums Paid	(30,474)	(23,007)
Available Resources - Ending Balance	\$ 123,622	\$ 103,815

Fiscal Period: 12 / 11

Budget Report

Level Of Rollup 6

Object Code / Description	2008 Actual Amount	2009 Actual Amount	2010 Actual Amount	2011 Final Budget	2012 Requested Budget	2012 Approved Budget
00610 POST EMPLOY HEALTH BENEFITS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	29,933-	7,864-	5,461-	3,600-	3,200-	3,200-
4880 CHANGE IN F.V. OF INVESTMENTS	699-	1,380	512-			
4800 TOTAL INVESTMENT EARNINGS	30,632-	6,485-	5,973-	3,600-	3,200-	3,200-
4001 REVENUES	30,632-	6,485-	5,973-	3,600-	3,200-	3,200-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6140 HEALTH INSURANCE	41,294			30,474	21,132	21,132
6100 TOTAL EMPLOYEE BENEFITS	41,294			30,474	21,132	21,132
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,875		1,875		1,875	1,875
6200 TOTAL PROFESSIONAL SERVICES	1,875		1,875		1,875	1,875
7400 TOTAL TRANSFERS OUT						
7432 TRANSFER OUT- FIRE EQ REV FUND	430,000					
7400 TOTAL TRANSFERS OUT	430,000					
6001 EXPENDITURES AND EXPENSES	473,169		1,875	30,474	23,007	23,007
4000 REVENUES AND EXPENDITURES	442,536	6,485-	4,098-	26,874	19,807	19,807
00610 POST EMPLOY HEALTH BENEFITS	442,536	6,485-	4,098-	26,874	19,807	19,807